

AGENDA
MAPLEWOOD CITY COUNCIL
7:00 P.M. Monday, November 24, 2014
City Hall, Council Chambers
Meeting No. 21-14

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 November 10, 2014 City Council Workshop Minutes
2. Approval of November 17, 2014 City Council Workshop Minutes
3. Approval of November 10, 2014 City Council Meeting Minutes

F. APPOINTMENTS AND PRESENTATIONS

1. Review of Commissioner Reappointment Assessments
 - a. Approval of Resolution of Reappointment to Commissions

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 Memorandum of Understanding (MOU) for the Great Plains Institute Grant for Commercial/Industrial Energy Efficiency Project
3. Approval of a Memorandum of Understanding (MOU) with Sherman and Associates for the Livable Communities Program Grant
4. Approval of a Resolution Authorizing the MPCA Environmental Assistance Grant for the Commercial/Industrial Energy Efficiency Project
5. Approval of a Conditional Use Permit Review, Kline Auto World, 2610 Maplewood Drive
6. Approval of a Conditional Use Permit Review, St. Paul Hmong Alliance Church, 1770 McMenemy Street
7. Approval of a Conditional Use Permit Review, Agropur, 2080 Rice Street
8. Approval of a Conditional Use Permit Review, The Shores at Lake Phalen, 1870 East Shore Drive
9. Approval of Resolution Accepting Insurance Labor-Management Committee's (LMC) Recommendations for Employee Insurance Benefits for 2015

H. PUBLIC HEARINGS

None

I. UNFINISHED BUSINESS

None

J. NEW BUSINESS

1. Approval of Resolution for 2015 Annual Liquor License Renewals for Club, Off-Sale, On-Sale, and Wine
2. Approval of the Following Resolutions for U-Haul to Expand its Business to the Former Goodwill Property, 2250 White Bear Avenue:
 - a. A Conditional Use Permit for Indoor Storage in a Commercial Zoning District
 - b. A Conditional Use Permit to Lease Motor Vehicles
 - c. A Variance to Lease Trucks and Trailers Within 350 Feet of Residentially Zoned Property
3. Approval of Resolution Adopting 2015 Assessment Rates, Public Works Permit Fees and Park Availability Charges
4. Approval of Resolution Authorizing a Wetland Buffer Variance for the Construction of a Garage, 1703 Jessie Street
5. Approval of the Following Actions for the Partners in Energy Program:
 - a. Approve the Memorandum of Understanding for the Partners in Energy Program
 - b. Appoint a City Councilmember to Serve on the Energy Action Team
 - c. Approve the Energy Action Team Members
6. Discussion on Municipal Continuing Disclosure Cooperative Initiative Compliance
7. Approval of Employment Agreement – City Manager Melinda Coleman (*Report Distributed at Meeting*)
8. Motion to Cancel the December 22, 2014 City Council Meeting

K. AWARD OF BIDS

None

L. VISITOR PRESENTATIONS – All presentations have a limit of 3 minutes.

M. ADMINISTRATIVE PRESENTATIONS

1. Council Calendar Update

N. COUNCIL PRESENTATIONS

O. ADJOURNMENT

Sign language interpreters for hearing impaired persons are available for public hearings upon request. The request for this must be made at least 96 hours in advance. Please call the City Clerk's Office at 651.249.2000 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
MANAGER WORKSHOP
5:30 P.M. Monday, November 10, 2014
Council Chambers, City Hall

A. CALL TO ORDER

A meeting of the City Council was held in the City Hall Council Chambers and was called to order at 5:40 p.m. by Mayor Slawik.

B. ROLL CALL

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

C. APPROVAL OF AGENDA

Councilmember Koppen moved to approve the agenda as submitted.

Seconded by Councilmember Abrams Ayes – All

The motion passed.

D. UNFINISHED BUSINESS

None

E. NEW BUSINESS**1. Gas Franchise Fee Discussion**

Public Works Director/City Engineer Thompson gave the report and answered questions of the council. Interim City Manager Coleman answered additional questions of the council. City Attorney Kantrud and Finance Director Bauman provided additional information.

2. City Manager Search Process – Review and Discussion of Springsted Evaluation of City Manager Appointment

Human Resource Attorney Bethel gave the report. Councilmember Juenemann provided additional information. Councilmember Cardinal noted that the internal candidate was asked to apply after the three candidates submitted applications.

F. ADJOURNMENT

Mayor Slawik adjourned the meeting at 6:42 p.m.

MINUTES
MAPLEWOOD CITY COUNCIL
MANAGER WORKSHOP
5:00 P.M. Monday, November 17, 2014
Council Chambers, City Hall

A. CALL TO ORDER

A meeting of the City Council was held in the City Hall Council Chambers and was called to order at 5:08 p.m. by Mayor Slawik.

B. ROLL CALL

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

C. APPROVAL OF AGENDA

A motion was not made to approve the agenda.

D. UNFINISHED BUSINESS

1. Department Presentations on the 2015 Budget

Department heads starting giving their department budget presentations and will continue at the November 24, 2014 Council Meeting.

E. NEW BUSINESS

None

F. ADJOURNMENT

Mayor Slawik adjourned the meeting at 6:56 p.m.

The motion passed.

E. APPROVAL OF MINUTES

1. Approval of October 27, 2014 City Council Workshop Minutes

Councilmember Juenemann moved to approve the October 27, 2014 City Council Workshop Minutes as submitted.

Seconded by Councilmember Juenemann

Ayes – Mayor Slawik, Council Members Abrams, Cardinal and Juenemann
Abstain – Councilmember Koppen

The motion passed.

2. Approval of October 27, 2014 City Council Meeting Minutes

Councilmember Abrams moved to approve the October 27, 2014 City Council Meeting Minutes as amended/submitted.

Seconded by Councilmember Cardinal

Ayes – Mayor Slawik, Council Members Abrams, Cardinal and Juenemann
Abstain – Councilmember Koppen

The motion passed.

F. APPOINTMENTS AND PRESENTATIONS

1. Approval of Resolution of Appreciation for Judith Johannessen and Cynthia Schafer, Environmental and Natural Resources Commission

Councilmember Juenemann read the resolution of appreciation for Judith Johannessen into the record.

Councilmember Juenemann moved to approve the Resolution of Appreciation for Judith Johannessen for her years of service on the Environmental and Natural Resources Commission.

Resolution 14-11-1131
RESOLUTION OF APPRECIATION

WHEREAS, Judith Johannessen has been a member of the Maplewood Environmental and Natural Resources Commission for six years and three months, serving from August 14, 2008 to September 30, 2014. Ms. Johannessen has served faithfully in those capacities; and

WHEREAS, the Environmental and Natural Resources Commission has appreciated her experience, insights and good judgment; and

1. Repeat this review in two years if the city has not issued a building permit for this project.
2. Before the city issues a building permit, the city engineer shall complete the necessary grading, drainage, utility and erosion control plans.
3. The applicant or contractor shall complete the following before occupying the buildings:
 - a. Replace property irons that are removed because of this construction.
 - b. Install reflectorized stop signs at all exits, a handicap-parking sign for each handicap-parking space and an address on the building.
 - c. Construct a trash dumpster enclosure for any outside trash containers. The enclosures must be 100 percent opaque, match the color of the buildings and have a closeable gate that extends to the ground. If the trash container is not visible to the public it does not have to be screened.
 - d. Install site-security lighting as required by the code. The light source, including the lens covering the bulb, shall be concealed so the light source is not visible and so it does not cause any nuisance to drivers or neighbors.
4. If any required work is not done, the city may allow temporary occupancy if the city determines that the work is not essential to the public health, safety or welfare.
5. All work shall follow the approved plans. The director of community development may approve minor changes.
6. Update the January 2008 Bruentrup Heritage Farm Master Plan to include correct site size, site conditions, parking references, and purpose and intent of uses including any large non-historical fundraising events.
7. When the parking lot located east of the site cannot accommodate parking for an event (i.e., events where there are more than 84 people based on 4 people per vehicle in the 21 space parking lot located to the east of the site) the society must supply off-site parking to accommodate the events.
8. Off-site parking at Salvation Army (78 parking spaces at 2080 Woodlyn Avenue):
 - a. The society must supply the city with a signed parking agreement between the society and the owners of the Salvation Army for the use of the parking lot.
 - b. Transportation of guests in a wagon pulled by a tractor to and from the Salvation Army parking lot (Woodlyn Avenue) on a trail through the Prairie Farm Neighborhood Preserve is only allowed during daytime hours.
 - c. The society must ensure safe pedestrian crossing at the intersection of Woodlyn Avenue and Ariel Street for visitors parking in the Salvation Army parking lot. Safe pedestrian crossing can involve temporary signs or crossing guards.

9. Off-site parking at Harbor Pointe (278 parking spaces at 2079 to 2127 County Road D):
 - a. The society must supply the city with a signed parking agreement between the society and the owners of Harbor Pointe which allows the use of this parking lot.
 - b. The society must ensure safe pedestrian crossing at the intersection of County Road D and Ariel Street for visitors parking in the Harbor Pointe parking lot. Safe pedestrian crossing can involve temporary signs or crossing guards.
10. Any large scale music proposed for any event on the site (such as DJs and bands) should be limited to inside the barn.
11. Use of the farm must comply with the city's noise ordinance which requires that no disturbing noises be generated before 7 a.m. and after 7 p.m.
12. The society will work with Maplewood city staff to coordinate the management of the oak savanna located west of the entry drive within the Bruentrup Heritage Farm site with the intent of continuing to manage that portion of the site as oak savanna.
13. The barn must be posted with a maximum occupancy of 290 people.

Conditions Which Apply to the Subleasing of the Site by the Society for Large Events:

14. Subleased events with 100 or more people in attendance are allowed 40 times per year. Historical events conducted by the MAHS, events conducted by the city of Maplewood and events with less than 100 people in attendance shall not count towards the maximum number of events held each year.
15. Subleased events with 100 or more people in attendance are allowed from 10 a.m. to 10 p.m. Of the 40 total large events, 15 events shall be allowed to extend to 11:00 pm.
16. Parking for subleased events in which alcohol will be served is limited to the parking lots on the east side of the site and the Harbor Pointe parking lot located about a block west of the site on the north side of County Road D.
17. Maximum number of occupants allowed *on site* for events in which alcohol will be served is limited to 290 people. The maximum capacity of the barn shall not exceed the posted occupancy limits as determined by the city's Building Official and Fire Marshall.
18. Appropriate liquor licenses must be obtained prior to serving alcohol on the site.
19. The society must obtain the appropriate liability coverage for events which holds the city harmless.
20. A rental agreement must be approved by the city which dictates hours of use, maximum number of people, location of parking, etc.

Conditions Relative to the Proposed Reinforced-Turf Parking Plan:

21. The site and landscaping plan dated July 17, 2013, showing the proposed turf parking plan is approved.
22. Minor revisions may be approved by staff.
23. Screening must be provided, as proposed, to buffer the proposed parking lot from the neighbor to the east. This screening shall be completed before the parking lot may be used, unless the applicant provides escrow to guarantee its completion. Escrow shall be, as is typically required, in the amount of 150 percent of the cost of installing the landscaping.

Resolution 14-11-1138
CONDITIONAL USE PERMIT REVISION RESOLUTION

WHEREAS, the Maplewood Area Historical Society has applied for a conditional use permit revision to hold additional large events and to extend the hours of operation at the Bruentrup Farm.

WHEREAS, Section 44-1092(1) of the city code requires a conditional use permit for public building uses.

WHEREAS, this permit applies to the property located at 2170 County Road D East. The property identification numbers for this property is:

022922110009

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

1. On October 21, 2014, the planning commission held a public hearing. The city staff published a notice in the paper and sent notices to the surrounding property owners. The planning commission gave everyone at the hearing a chance to speak and present written statements. The planning commission also considered the reports and recommendation of city staff. The planning commission recommended that the city council approve this permit.
2. On November 10, 2014, the city council considered reports and recommendations of the city staff and planning commission.

NOW, THEREFORE, BE IT RESOLVED that the city council approved the above-described conditional use permit, because (additions are underlined and deletions are crossed out):

1. The use would be located, designed, maintained, constructed and operated to be in conformity with the City's Comprehensive Plan and Code of Ordinances.
2. The use would not change the existing or planned character of the surrounding area.
3. The use would not depreciate property values.
4. The use would not involve any activity, process, materials, equipment or methods

of operation that would be dangerous, hazardous, detrimental, disturbing or cause a nuisance to any person or property, because of excessive noise, glare, smoke, dust, odor, fumes, water or air pollution, drainage, water run-off, vibration, general unsightliness, electrical interference or other nuisances.

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

NOW, THEREFORE, BE IT RESOLVED that the city council also determines that the above-described conditional use permit meets the following criteria:

1. Repeat this review in two years if the city has not issued a building permit for this project.
2. Before the city issues a building permit, the city engineer shall complete the necessary grading, drainage, utility and erosion control plans.
3. The applicant or contractor shall complete the following before occupying the buildings:
 - a. Replace property irons that are removed because of this construction.
 - b. Install reflectorized stop signs at all exits, a handicap-parking sign for each handicap-parking space and an address on the building.
 - c. Construct a trash dumpster enclosure for any outside trash containers. The enclosures must be 100 percent opaque, match the color of the buildings and have a closeable gate that extends to the ground. If the trash container is not visible to the public it does not have to be screened.
 - d. Install site-security lighting as required by the code. The light source, including the lens covering the bulb, shall be concealed so the light source is not visible and so it does not cause any nuisance to drivers or neighbors.
4. If any required work is not done, the city may allow temporary occupancy if the city determines that the work is not essential to the public health, safety or welfare.
5. All work shall follow the approved plans. The director of community development may approve minor changes.

6. Update the January 2008 Bruentrup Heritage Farm Master Plan to include correct site size, site conditions, parking references, and purpose and intent of uses including any large non-historical fundraising events.
7. When the parking lot located east of the site cannot accommodate parking for an event (i.e., events where there are more than 84 people based on 4 people per vehicle in the 21 space parking lot located to the east of the site) the society must supply off-site parking to accommodate the events.
8. Off-site parking at Salvation Army (78 parking spaces at 2080 Woodlyn Avenue):
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towards the maximum number of events held each year.

15. Subleased events with 100 or more people in attendance are allowed from 10 a.m. to 10 p.m. Of the 40 total large events, 15 events shall be allowed to extend to 11:00 p.m.
16. Parking for subleased events in which alcohol will be served is limited to the parking lots on the east side of the site and the Harbor Pointe parking lot located about a block west of the site on the north side of County Road D.
17. Maximum number of occupants allowed on site for events in which alcohol will be served is limited to 290 people. The maximum capacity of the barn shall not exceed the posted occupancy limits as determined by the city's Building Official and Fire Marshall.
18. Appropriate liquor licenses must be obtained prior to serving alcohol on the site.
19. The society must obtain the appropriate liability coverage for events which holds the city harmless.
20. A rental agreement must be approved by the city which dictates hours of use, maximum number of people, location of parking, etc.

Conditions Relative to the Proposed Reinforced-Turf Parking Plan:

21. The site and landscaping plan dated July 17, 2013, showing the proposed turf parking plan is approved.
22. Minor revisions may be approved by staff.
23. Screening must be provided, as proposed, to buffer the proposed parking lot from the neighbor to the east. This screening shall be completed before the parking lot may be used, unless the applicant provides escrow to guarantee its completion. Escrow shall be, as is typically required, in the amount of 150 percent of the cost of installing the landscaping.

The Maplewood City Council approved this resolution on November 10, 2014.

Seconded by Councilmember Juenemann Ayes – All

The motion passed.

4. **Approval of the following requests for the Former Maplewood Parkside Fire Station, 2001 McMenemy Street North:**
 - a. **A Resolution for a Comprehensive Plan Amendment from G (Government) to C (Commercial)**
 - b. **A Resolution for a Zoning Map Amendment from F (Farm) to BC (Business Commercial)**
 - c. **A Lot Division**

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

Councilmember Koppen moved to approve the resolution adopting a comprehensive land use plan amendment from G (government) to C (commercial) for 2001 McMenemy Street North. Approval is based on the following reasons:

1. The property is presently dormant and is proposed to be sold to and utilized by a private business which would be compatible with a land use classification of C (commercial).
2. The site would be zoned business commercial which is compatible with the land use designation of C (commercial) and the other commercial properties in the area.

This action is subject to the approval of a comprehensive plan amendment by the Metropolitan Council.

RESOLUTION 14-11-1139
COMPREHENSIVE PLAN AMENDMENT RESOLUTION

WHEREAS, the City of Maplewood, has requested a change to the City of Maplewood's land use plan from G (government) to C (commercial) for consistency between the plan and actual use of the land.

WHEREAS, this change applies to the property located at 2001 McMenemy Street North. The property identification number is:

18-29-22-14-0002

WHEREAS, the history of this change is as follows:

1. On October 21, 2014, the planning commission held a public hearing. The city staff published a hearing notice in the Maplewood Review and sent notices to the surrounding property owners. The planning commission gave everyone at the hearing a chance to speak and present written statements. The planning commission recommended that the city council approve the land use plan change.
2. On November 10, 2014 the city council discussed the land use plan change. They considered reports and recommendations from the planning commission and city staff.

NOW, THEREFORE, BE IT RESOLVED that the city council approved the above described change for the following reasons:

1. The property is presently dormant and is proposed to be sold to and utilized by a private business which would be compatible with a land use classification of C (commercial).
2. The site would be zoned business commercial which is compatible with the land use designation of C (commercial) and the other commercial properties in the area. This action is subject to the approval of this land use plan amendment by the Metropolitan Council.

The Maplewood City Council approved this resolution on November 10, 2014.

Seconded by Councilmember Juenemann Ayes – All

The motion passed.

Councilmember Koppen moved to approve the resolution amending the zoning map for 2001 McMenemy Street North from F (farm) to BC (business commercial) for the following reasons:

1. This proposed rezoning would enable the continued use of the existing, non-residential, building on site.
2. This change would comply with the comprehensive land use plan commercial classification.
3. The proposed rezoning would meet the following six criteria for a zoning map revision as required by city ordinance:
 - a. Assure itself that the proposed change is consistent with the spirit, purpose and intent of this chapter.
 - b. Determine that the proposed change will not substantially injure or detract from the use of neighboring property or from the character of the neighborhood and that the use of the property adjacent to the area included in the proposed change or plan is adequately safeguarded.
 - c. Determine that the proposed change will serve the best interests and conveniences of the community, where applicable, and the public welfare.
 - d. Consider the effect of the proposed change upon the logical, efficient, and economical extension of public services and facilities, such as public water, sewers, police and fire protection and schools.
 - e. Be guided in its study, review and recommendation by sound standards of subdivision practice where applicable.
 - f. Impose such conditions, in addition to those required, as are necessary to ensure that the intent of this chapter is complied with, which conditions may include but not be limited to harmonious design of buildings; planting and the maintenance of a sight or sound screen; the minimizing of noxious, offensive or hazardous elements; and adequate standards of parking and sanitation.

RESOLUTION 14-11-1140
ZONING MAP AMENDMENT RESOLUTION

WHEREAS, the City of Maplewood, has requested a change to the City of Maplewood's zoning map from F (farm) to BC (business commercial) for consistency between the zoning map and actual use of the land.

WHEREAS, this change applies to the property located at 2001 McMenemy Street North. The property identification number is:

18-29-22-14-0002

WHEREAS, the history of this change is as follows:

1. On October 21, 2014, the planning commission held a public hearing. The city staff published a hearing notice in the Maplewood Review and sent notices to the surrounding property owners. The planning commission gave everyone at the hearing a chance to speak and present written statements. The planning commission recommended that the city council approve the zoning map change.
2. On November 10, 2014 the city council discussed the zoning map change. They considered reports and recommendations from the planning commission and city staff.

NOW, THEREFORE, BE IT RESOLVED that the city council approved the above described change for the following reasons:

1. This proposed rezoning would enable the continued use of the existing, non-residential, building on site.
2. This change would comply with the comprehensive land use plan commercial classification.
3. The proposed rezoning would meet the following six criteria for a zoning map revision as required by city ordinance:
 - a. Assure itself that the proposed change is consistent with the spirit, purpose and intent of this chapter.
 - b. Determine that the proposed change will not substantially injure or detract from the use of neighboring property or from the character of the neighborhood and that the use of the property adjacent to the area included in the proposed change or plan is adequately safeguarded.
 - c. Determine that the proposed change will serve the best interests and conveniences of the community, where applicable, and the public welfare.
 - d. Consider the effect of the proposed change upon the logical, efficient, and economical extension of public services and facilities, such as public water, sewers, police and fire protection and schools.
 - e. Be guided in its study, review and recommendation by sound standards of subdivision practice where applicable.
 - f. Impose such conditions, in addition to those required, as are necessary to ensure that the intent of this chapter is complied with, which conditions may include but not be limited to harmonious design of buildings; planting and the maintenance of a sight or sound screen; the minimizing of noxious, offensive or hazardous elements; and adequate standards of parking and sanitation.

The Maplewood City Council approved this resolution on November 10, 2014.

Seconded by Councilmember Abrams

Ayes – All

The motion passed.

Councilmember Koppen moved to approve the lot division request to subdivide the 1.3 acre parcel at 2001 McMenemy Street North. This lot division approval is subject to the following conditions:

1. Satisfy the requirements set forth in the staff report authored by Mr. Love, dated October 14, 2014.
2. A survey must be submitted to planning staff for final approval.
3. The lot division and any and all easement agreements must be recorded with Ramsey County within one year of approval date otherwise the approval is null and void.

Seconded by Mayor Slawik

Ayes – All

The motion passed.

K. AWARD OF BIDS

None

L. VISITOR PRESENTATION

1. Susan Madison, Maplewood Resident
2. Diana Longrie, Maplewood Resident

M. ADMINISTRATIVE PRESENTATIONS

1. Council Calendar Update

Interim City Manager Coleman gave an update regarding purchase of the fire station on Century Avenue and other items of interest to the council for their calendars.

2. Selection of Legal RFP Committee

Interim City Manager gave the staff report.

Mayor Slawik moved to appoint Council Members Koppen and Abrams to sit on the selection committee.

Seconded by Councilmember Cardinal

Ayes – All

The motion passed.

N. COUNCIL PRESENTATIONS

1. City Servants

Councilmember Juenemann suggested that residents acknowledge the services that City employees provide thanking city staff for the jobs that they do.

2. Plastic Water Bottles

Councilmember Juenemann encouraged everyone to use reusable plastic water bottles to reduce waste.

3. Recycling Response

Councilmember Cardinal forwarded a response from Shann Finwall to Interim City Manager Coleman and requested she forward it to the council members.

4. Future Meeting Reminder

Councilmember Cardinal reported that there is a Comcast Franchise Fee Agreement Meeting on November 24, 2014 and handed out a report to all council members for their review.

5. November 15th

Councilmember Cardinal noted that November 15, 2014 is America Recycles Day and gave some statistics on recycling rates.

6. Fire Praise

Councilmember Cardinal praised Tim Butler, a Maplewood resident for being nominated Minnesota Fire Chief of the Year.

7. Multi-Cultural Business Event

Councilmember Abrams reported on a meeting she attended with Parks & Recreation Director Konewko and Tom Schnell, Executive Director of the White Bear Area Chamber about putting together a Multi-Cultural Business Event with local businesses.

8. 84% Coalition

Mayor Slawik reported on a meeting she attended with Mayors from across Minnesota that discussed going to the Capitol for Transportation Funding. Public Works Director/City Engineer Thompson provided additional information.

9. Z Puppets

Mayor Slawik reported on a meeting she and Parks & Recreation Director Konewko had with Shari Aronson and Chris Griffith of Z Puppets for a possible art grant.

Mayor Slawik reported on the column she is writing for the December 2014 issue of Maplewood Living regarding the accomplishments of the city in 2014 and looking forward to 2015.

O. ADJOURNMENT

Mayor Slawik adjourned the meeting at 8:45 p.m.

MEMORANDUM

TO: City Council

FROM: Melinda Coleman, City Manager
Lois Knutson, Senior Administrative

DATE: Assistant November 18, 2014

SUBJECT: Review of Commission & Board Reappointment Assessments
a. Resolution of Reappointment

Introduction

The City Council will review the list of commissioners whose terms are to expire on December 31st of this year. The commissioners were asked to fill out an assessment to evaluate their time on the commission and to provide input to the council.

Background

There are four terms that are ending on December 31, 2014. Out of the four commissioners, one chose not to seek reappointment from the Planning Commission. This position and three other vacancies will be posted to be filled at a later date.

The following commissioners are seeking reappointment:

Planning Commission

Paul Arbuckle, member since 5/04/2012, term expires 12/31/2014
Attendance: (2012) 7 / 7 (2013) 12 / 13 (2014) 7 / 9

John Donofrio, member since 2/11/2013, term expires 12/31/2014
Attendance: (2013) 7 / 10 (2014) 9 / 9

Police Civil Service Commission

James Meehan, member since 2/28/2011, term expires 12/31/2014
Attendance: (2011) 3 / 3 (2012) 2 / 2 (2013) 8 / 8 (2014) 2 / 2

Budget Impact

None.

Recommendation

Staff recommends that the Council review the attached assessments for reappointment, and then approve the attached resolution for reappointment.

Attachments

1. Resolution for Reappointment
2. Reappointment Assessments

RESOLUTION NO. _____

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

Hereby appoints the following individuals, who the Maplewood City Council has reviewed, to serve on the following commissions:

Planning Commission

Paul Arbuckle, term expires 12/31/2017

John Donofrio, term expires 12/31/2017

Police Civil Service Commission

James Meehan, term expires 12/31/2017



Maplewood Commission Reappointment Assessment



(Please print or type clearly)

Name: PAUL ARBUCKLE Date: 11/14/2014

Commission: PLANNING

Would you like to be reappointed? Yes No (Check One)

If Yes, why? I've ENJOYED BEING PART OF THE DECISION MAKING
PROCESS THAT HELPS MAPLEWOOD

How do you feel you contribute to the Commission? By being the vice-Chair
Researching before meetings (ie looking at sites) Asking
Questions that are pertinent to the issues at hand

What successes do you feel the Commission has had during your term? We've been
able to come to agreements that satisfy both homeowners & the city
Give several variances for projects were able to get ok for
Several new businesses to come into Maplewood (3 new Auto
dealers)

Any suggestions to help the Commission function more efficiently?
When there are more than 2 approvals being sought, it
would be nice to receive them at least a week before
the usual time before meetings. Also, if I am running
the meeting I would appreciate a few days notice so I can better prepare

What are some bigger issues/projects the Commission will be facing in the next 6 months?
The U-Haul moving into the Goodwill area. The
housing apartments & service. Being coming into the
Gradstone - (Maplewood Blvd site) area.

Any other comments for the City Council regarding your reappointment or the commission?
(i.e. new topics or projects to explore, processes to consider, etc.) I am a rather
regular attendee to the meetings (3 since I started were absent)

****If you would prefer to relay your responses verbally to the City Council, please contact the
City Manager's Office at 651-249-2051 to schedule a time****

Return this form to: City Manager's Office Fax to: 651-249-2059
1830 County Road B. East Email to: lois.knutson@ci.maplewood.mn.us
Maplewood, MN 55109 -

Please return by Friday, November 14, 2014



Maplewood Commission Reappointment Assessment



(Please print or type clearly)

Name: John Donofrio Date: 11/4/14

Commission: PLANNING

Would you like to be reappointed? Yes No (Check One)

If Yes, why? I feel that I have been a good contributor and now the learning curve is behind me.

How do you feel you contribute to the Commission?
BRINGING a good balance to the decision process

What successes do you feel the Commission has had during your term?
the improved scanning and ~~of~~ proposals that move to next step for approvals

Any suggestions to help the Commission function more efficiently?
MORE Empowerment to Approvals of Requests.

What are some bigger issues/projects the Commission will be facing in the next 6 months?
Same as in the past because of Lack of Empowerment for the final Decision process

Any other comments for the City Council regarding your reappointment or the commission?
(i.e. new topics or projects to explore, processes to consider, etc.)

Just as stated above. With at least some level of engagement, we can make life easier for the City Council. Maybe they should have a role in an appeal process instead of final Decision maker.

****If you would prefer to relay your responses verbally to the City Council, please contact the City Manager's Office at 651-249-2051 to schedule a time****

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Maplewood, MN 55109

Please return by Friday, November 14, 2014



Maplewood Commission Reappointment Assessment



(Please print or type clearly)

Name: JAMES E. MEEHAN Date: 11-4-2014

Commission: POLICE CIVIL SERVICE

Would you like to be reappointed? Yes No (Check One)

If Yes, why? The City of Maplewood gave me a chance at police work. I want to do this to repay the city.

How do you feel you contribute to the Commission? I was part of being 5

officers for the city not was also a big part (I think)
of being the current police chief

What successes do you feel the Commission has had during your term? _____

Being of Paul Shull

Any suggestions to help the Commission function more efficiently? I am always open

to suggestions.

What are some bigger issues/projects the Commission will be facing in the next 6 months?

Any other comments for the City Council regarding your reappointment or the commission?

(i.e. new topics or projects to explore, processes to consider, etc.)

Possibility of
Commission getting involved in being a promoter of fire
personnel (Suggestion).

****If you would prefer to relay your responses verbally to the City Council, please contact the
City Manager's Office at 651-249-2051 to schedule a time****

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1830 County Road B. East Email to: lois.knutson@ci.maplewood.mn.us
Maplewood, MN 55109

Please return by Friday, November 14, 2014

MEMORANDUM

TO: Melinda Coleman, City Manager
FROM: Gayle Bauman, Finance Director
DATE: November 18, 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:

\$ 187,038.62	Checks # 93613 thru # 93828 dated 11/04/14 thru 11/12/14
\$ 312,132.85	Disbursements via debits to checking account dated 11/03/14 thru 11/07/14
\$ 417,526.74	Checks # 93829 thru # 93866 dated 11/12/14 thru 11/18/14
\$ 468,957.46	Disbursements via debits to checking account dated 11/10/14 thru 11/12/14
\$ 1,385,655.67	Total Accounts Payable

PAYROLL

\$ 547,453.29	Payroll Checks and Direct Deposits dated 11/07/14
\$ 640.00	Payroll Deduction check # 9993592 thru # 9993593 dated 11/07/14
\$ 548,093.29	Total Payroll
\$ 1,933,748.96	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

11/07/2014

Check	Date	Vendor	Description	Amount	
93613	11/04/2014	00396	MN DEPT OF PUBLIC SAFETY	DUPLICATE TITLES EXPIRED SQUADS	41.50
93614	11/11/2014	00120	AQUA LOGIC INC	PUMP PARTS	1,365.51
93615	11/11/2014	05102	REGAN M. BEGGS	REIMB FOR MEAL & MILEAGE 10/21	39.93
93616	11/11/2014	00211	BRAUN INTERTEC CORP.	PROJ 12-09 PROF SRVS THRU 10/03	4,723.75
93617	11/11/2014	00223	BRODIN STUDIOS, INC.	RETIREMENT PLAQUE (DOBLAR)	250.00
	11/11/2014	00223	BRODIN STUDIOS, INC.	RETIREMENT PLAQUE (LU)	240.00
93618	11/11/2014	00283	CENTURY COLLEGE	FIREFIGHTER TRAINING	2,175.00
93619	11/11/2014	05028	ENERGY ALTERNATIVES SOLAR, LLC	MCC SOLAR SYSTEM LEASE - OCT	369.00
93620	11/11/2014	02396	SHANN FINWALL	REIMB FOR MILEAGE 10/1 - 10/15	171.36
93621	11/11/2014	02728	KIMLEY-HORN & ASSOCIATES INC	PROJ 14-16 PROF SRVS THRU 09/30	5,567.14
93622	11/11/2014	01337	RAMSEY COUNTY-PROP REC & REV	MULCH FOR PLANTINGS @ PRAIRIE FARM	220.00
93623	11/11/2014	01409	S E H	PROJ 14-12 BLDG ASSET MGMT	4,320.00
93624	11/11/2014	01190	XCEL ENERGY	ELECTRIC UTILITY	613.86
	11/11/2014	01190	XCEL ENERGY	GAS UTILITY	108.12
	11/11/2014	01190	XCEL ENERGY	ELECTRIC UTILITY	62.68
	11/11/2014	01190	XCEL ENERGY	ELECTRIC UTILITY	48.81
	11/11/2014	01190	XCEL ENERGY	ELECTRIC UTILITY	15.54
93625	11/11/2014	01807	SUSAN ZWIEG	REIMB FOR ITEMS FOR NEW STATION	54.54
93626	11/11/2014	02104	BDS LAUNDRY SYSTEMS	GEAR WASHER	7,811.00
93627	11/11/2014	01869	DALE BOETTCHER	REFEREE 1ST HALF FALL VOLLEYBALL	100.00
93628	11/11/2014	01865	DON BOWMAN	ASSIGNMENTS 1ST HALF FALL V-BALL	645.00
93629	11/11/2014	04862	BRKW APPRAISALS, INC.	09-08 SPECIAL ASSESSMENT APPEALS	7,500.00
93630	11/11/2014	01871	KENNETH COOPER	REFEREE 1ST HALF FALL VOLLEYBALL	375.00
93631	11/11/2014	00460	CRETEX CONCRETE PRODUCTS NORTH	PIPE- STORM SEWER- 1023 CO RD C	4,642.67
93632	11/11/2014	05301	DKJ APPRAISAL LLC	PROJ 09-08 APPRAISAL SUMMIT BANK	450.00
93633	11/11/2014	00003	ESCROW REFUND	ESCROW REL R SOLHEIM 2498 HILLWOOD	1,561.67
93634	11/11/2014	00003	ESCROW REFUND	ESCROW REL Y XIONG 2531 HARVESTER	300.00
93635	11/11/2014	03728	GREAT RIVER GREENING	HERBICIDE CONTROL @ FISH CREEK	1,500.00
93636	11/11/2014	03330	HOISINGTON KOEGLER GROUP INC	PARK SYSTEM PLAN PROF SRVS - SEPT	8,437.90
93637	11/11/2014	03538	PATRICK JAMES HUBBARD	REFEREE 1ST HALF FALL VOLLEYBALL	450.00
93638	11/11/2014	05202	INDUSTRIAL ENGRAVING INC.	ENGRAVED LETTERING	76.00
93639	11/11/2014	04950	JERRY JOHNSON	REFEREE 1ST HALF FALL VOLLEYBALL	375.00
93640	11/11/2014	02292	KAMISH EXCAVATION INC.	ESCROW RELEASE 1770 MCMENEMY	3,540.82
93641	11/11/2014	00789	KATH FUEL OIL SERVICE CO	BULK OIL 10W30 & 15W40	3,527.00
93642	11/11/2014	05425	LHB PERFORMANCE DRIVEN DESIGN	REGIONAL INDICATORS - DATA COLL	500.00
93643	11/11/2014	05428	CATHERINE & HECTOR MARTINEZ	TEMPORARY EASEMENT PURCHASE	6,325.00
93644	11/11/2014	04781	DAVE MATTSON	REFEREE 1ST HALF FALL VOLLEYBALL	450.00
93645	11/11/2014	05426	GREGORY S & CAROL A MEEMKEN	TEMPORARY EASEMENT PURCHASE	4,475.00
93646	11/11/2014	00001	ONE TIME VENDOR	REFUND CITY VIEW ELECTRIC 3090 MW	110.00
93647	11/11/2014	00001	ONE TIME VENDOR	S HUYNH - RECYCLING CONTEST WINNER	50.00
93648	11/11/2014	00001	ONE TIME VENDOR	S VANG - RECYCLING CONTEST WINNER	50.00
93649	11/11/2014	00001	ONE TIME VENDOR	LINDAHL - RECYCLING CONTEST WINNER	50.00
93650	11/11/2014	04432	EUGENE E. RICHARDSON	REFEREE 1ST HALF FALL VOLLEYBALL	450.00
93651	11/11/2014	03446	RICK JOHNSON DEER & BEAVER INC	DEER PICK UP - OCTOBER	115.00
93652	11/11/2014	01374	ROBERT ENGSTROM CO.	ESCROW RELEASE 19-04 NEW CENTURY	23,039.32
	11/11/2014	01374	ROBERT ENGSTROM CO.	ESCROW RELEASE 19-04 NEW CENTURY	5,743.42
93653	11/11/2014	02663	CARL SAARION	REFEREE 1ST HALF FALL VOLLEYBALL	75.00
93654	11/11/2014	05429	ERIC J AND BRITTNEY SANDQUIST	TEMPORARY EASEMENT PURCHASE	5,840.00
93655	11/11/2014	03879	SANSIO	EMS FEES - NOVEMBER	738.67
93656	11/11/2014	05120	RICH SCHELL	REFEREE 1ST HALF FALL VOLLEYBALL	650.00
93657	11/11/2014	00198	ST PAUL REGIONAL WATER SRVS	WATER UTILITY	4,818.68
93658	11/11/2014	01836	ST PAUL, CITY OF	RADIO MAINTENANCE CHARGES-SEPT	767.31
	11/11/2014	01836	ST PAUL, CITY OF	FLYERS GET CAUGHT RECYCLING	60.06

93659	11/11/2014	01915	NANCY STEFFEN	REFEREE 1ST HALF FALL VOLLEYBALL	150.00
93660	11/11/2014	01550	SUMMIT INSPECTIONS	ELECTRICAL INSPECTIONS - OCT	4,568.60
93661	11/11/2014	04154	TARGET SOLUTIONS	ON LINE TRAINING	4,845.00
93662	11/11/2014	00013	TREE REBATE	REFUND R WHITE - TREE REBATE	64.99
93663	11/11/2014	01649	TRI-STATE BOBCAT, INC.	T650 T4 BOBCAT LOADER	5,320.40
93664	11/11/2014	04334	ULTRAMAX	HANDGUN TRAINING AMMUNITION	7,325.00
93665	11/11/2014	01720	VIKING INDUSTRIAL CENTER	SAFETY COAT & HEARING PROTECTION	453.67
93666	11/11/2014	01872	MARK WEBER	REFEREE 1ST HALF FALL VOLLEYBALL	150.00
93667	11/11/2014	05427	ANDREW & GABRIELLE WIENS	TEMPORARY EASEMENT PURCHASE	7,800.00
93668	11/11/2014	05013	YALE MECHANICAL LLC	SERVICE CALL	243.00
					146,906.92

56 Checks in this report.

Check Register
City of Maplewood

11/10/2014

Check	Date	Vendor	Description	Amount	
93669	11/12/2014	05041	MERIDITH AIKENS	PRIMARY AND/OR GENERAL ELECTION	300.63
93670	11/12/2014	05042	JIM ALLEN	PRIMARY AND/OR GENERAL ELECTION	372.75
93671	11/12/2014	04592	BEVERLY ANDERSON	PRIMARY AND/OR GENERAL ELECTION	157.25
93672	11/12/2014	05396	CAROLE A ANDERSON	PRIMARY AND/OR GENERAL ELECTION	159.56
93673	11/12/2014	05127	NANCY SULLIVAN ANDERSON	PRIMARY AND/OR GENERAL ELECTION	300.63
93674	11/12/2014	04594	SUZANNE ANDERSON	PRIMARY AND/OR GENERAL ELECTION	432.00
93675	11/12/2014	04596	AHSAN ANSARI	PRIMARY AND/OR GENERAL ELECTION	159.56
93676	11/12/2014	05243	PAUL D BABIN	PRIMARY AND/OR GENERAL ELECTION	18.50
93677	11/12/2014	04599	JOAN BARTELT	PRIMARY AND/OR GENERAL ELECTION	296.00
93678	11/12/2014	04600	DAVID BEDOR	PRIMARY AND/OR GENERAL ELECTION	349.13
93679	11/12/2014	04601	JEANETTE BEHR	PRIMARY AND/OR GENERAL ELECTION	154.94
93680	11/12/2014	04555	JAIME BELLAND	PRIMARY AND/OR GENERAL ELECTION	302.94
93681	11/12/2014	04961	DIANE BJORKLUND	PRIMARY AND/OR GENERAL ELECTION	305.25
93682	11/12/2014	04556	DONITA BOLDEN	PRIMARY AND/OR GENERAL ELECTION	317.25
93683	11/12/2014	05128	MICHELE BOOHER	PRIMARY AND/OR GENERAL ELECTION	302.94
93684	11/12/2014	04603	ALBERT BORTZ	PRIMARY AND/OR GENERAL ELECTION	159.56
93685	11/12/2014	04604	JEANNE BORTZ	PRIMARY AND/OR GENERAL ELECTION	178.50
93686	11/12/2014	05129	RICHARD A. BRANDON	PRIMARY AND/OR GENERAL ELECTION	300.63
93687	11/12/2014	05130	VIRGINIA M. BRANDON	PRIMARY AND/OR GENERAL ELECTION	300.63
93688	11/12/2014	04605	BERNICE BUNKOWSKE	PRIMARY AND/OR GENERAL ELECTION	298.31
	11/12/2014	04605	BERNICE BUNKOWSKE	REIMB ELECTION JUDGE MILEAGE	6.72
93689	11/12/2014	05397	EUGENE W BUNKOWSKE	PRIMARY AND/OR GENERAL ELECTION	161.88
93690	11/12/2014	05398	FANNIE C CARSON	PRIMARY AND/OR GENERAL ELECTION	215.06
93691	11/12/2014	05046	HELEN C CARSON	PRIMARY AND/OR GENERAL ELECTION	18.50
93692	11/12/2014	05399	JUSTIN F CARSON	PRIMARY AND/OR GENERAL ELECTION	305.25
93693	11/12/2014	04606	ANN CLELAND	PRIMARY AND/OR GENERAL ELECTION	166.50
93694	11/12/2014	04607	EDWARD COMBE	PRIMARY AND/OR GENERAL ELECTION	300.63
93695	11/12/2014	04608	THOMAS CONNELLY	PRIMARY AND/OR GENERAL ELECTION	300.63
93696	11/12/2014	04609	COLLEEN CONNOLLY	PRIMARY AND/OR GENERAL ELECTION	173.44
93697	11/12/2014	05244	FLORENCE E CONOVER	PRIMARY AND/OR GENERAL ELECTION	18.50
93698	11/12/2014	05400	BONNIE K DAHL	PRIMARY AND/OR GENERAL ELECTION	18.50
93699	11/12/2014	05132	NANCY DEBERNARDI	PRIMARY AND/OR GENERAL ELECTION	296.00
93700	11/12/2014	04922	KALPANA DESAI	PRIMARY AND/OR GENERAL ELECTION	316.75
93701	11/12/2014	04612	PHIL DEZELAR	PRIMARY AND/OR GENERAL ELECTION	348.75
93702	11/12/2014	05401	CHARLENE DICKERSON	PRIMARY AND/OR GENERAL ELECTION	154.94
93703	11/12/2014	04613	HELEN JEAN DICKSON	PRIMARY AND/OR GENERAL ELECTION	302.94
93704	11/12/2014	05402	STEVE R DIEBEL	PRIMARY AND/OR GENERAL ELECTION	302.94
93705	11/12/2014	04614	DIANE DROEGER	PRIMARY AND/OR GENERAL ELECTION	456.00
93706	11/12/2014	04616	AUDREY DUELLMAN	PRIMARY AND/OR GENERAL ELECTION	420.00
93707	11/12/2014	05049	BOB DUNHAM	PRIMARY AND/OR GENERAL ELECTION	161.88
93708	11/12/2014	05403	MARILYN J DUSCHER	PRIMARY AND/OR GENERAL ELECTION	161.88
93709	11/12/2014	04617	CAROLYN EICKHOFF	PRIMARY AND/OR GENERAL ELECTION	296.00
93710	11/12/2014	05050	JEANNE EWALD	PRIMARY AND/OR GENERAL ELECTION	166.50
93711	11/12/2014	04627	DELORES FITZGERALD	PRIMARY AND/OR GENERAL ELECTION	18.50
93712	11/12/2014	04629	CYNTHIA FOWLER	PRIMARY AND/OR GENERAL ELECTION	202.13
93713	11/12/2014	04632	MARY JO FREER	PRIMARY AND/OR GENERAL ELECTION	300.63
93714	11/12/2014	04635	MARY KATHERINE FULLER	PRIMARY AND/OR GENERAL ELECTION	300.63
93715	11/12/2014	05065	TERRENCE J GARVEY	PRIMARY AND/OR GENERAL ELECTION	289.06
93716	11/12/2014	04642	VICTOR GEBAUER	PRIMARY AND/OR GENERAL ELECTION	189.00
93717	11/12/2014	05067	JOHN GERTEN	PRIMARY AND/OR GENERAL ELECTION	296.00
93718	11/12/2014	04644	DIANE GOLASKI	PRIMARY AND/OR GENERAL ELECTION	516.00
	11/12/2014	04644	DIANE GOLASKI	REIMB ELECTION JUDGE MILEAGE/PHONE	27.92
93719	11/12/2014	05069	BARB GRAVINK	PRIMARY AND/OR GENERAL ELECTION	296.00
93720	11/12/2014	04645	JAMIE GUDKNECHT	PRIMARY AND/OR GENERAL ELECTION	432.00
93721	11/12/2014	05245	DIANNE GUSTAFSON	PRIMARY AND/OR GENERAL ELECTION	289.06

93722	11/12/2014	04647	ROSIE GUTHRIE	PRIMARY AND/OR GENERAL ELECTION	157.25
93723	11/12/2014	05246	JOYCE HADDAD	PRIMARY AND/OR GENERAL ELECTION	18.50
93724	11/12/2014	05294	SANDRA HAHN	PRIMARY AND/OR GENERAL ELECTION	143.38
93725	11/12/2014	05070	VONNA HAHN	PRIMARY AND/OR GENERAL ELECTION	302.94
93726	11/12/2014	04649	JOAN HANSON	PRIMARY AND/OR GENERAL ELECTION	296.00
93727	11/12/2014	05247	MARY M HARDER	PRIMARY AND/OR GENERAL ELECTION	300.63
93728	11/12/2014	04650	BARBARA HART	PRIMARY AND/OR GENERAL ELECTION	159.56
93729	11/12/2014	05404	ROBERT W HART	PRIMARY AND/OR GENERAL ELECTION	296.00
93730	11/12/2014	04652	DARLENE HERBER	PRIMARY AND/OR GENERAL ELECTION	259.00
93731	11/12/2014	05071	CINDY HERVIG	PRIMARY AND/OR GENERAL ELECTION	316.81
93732	11/12/2014	04655	JEANETTE HULET	PRIMARY AND/OR GENERAL ELECTION	302.94
93733	11/12/2014	04656	ROBERT HULET	PRIMARY AND/OR GENERAL ELECTION	300.63
93734	11/12/2014	05135	PATRICIA HUTH	PRIMARY AND/OR GENERAL ELECTION	166.50
93735	11/12/2014	05136	RAYMOND L. HUTH	PRIMARY AND/OR GENERAL ELECTION	291.38
93736	11/12/2014	05405	CAROL L INGERSOLL	PRIMARY AND/OR GENERAL ELECTION	157.25
93737	11/12/2014	04658	GWENDOLYN JEFFERSON	PRIMARY AND/OR GENERAL ELECTION	18.50
93738	11/12/2014	04659	ROBERT JENSEN	PRIMARY AND/OR GENERAL ELECTION	300.63
	11/12/2014	04659	ROBERT JENSEN	REIMB ELECTION JUDGE MILEAGE	4.03
93739	11/12/2014	04660	JUDITH JOHANNESSEN	PRIMARY AND/OR GENERAL ELECTION	338.63
93740	11/12/2014	05406	CHERYLE D JOHNSON	PRIMARY AND/OR GENERAL ELECTION	300.63
93741	11/12/2014	04558	WARREN JOHNSON	PRIMARY AND/OR GENERAL ELECTION	305.25
93742	11/12/2014	04664	SHIRLEY JONES	PRIMARY AND/OR GENERAL ELECTION	298.31
93743	11/12/2014	05407	MYRNA M KANE	PRIMARY AND/OR GENERAL ELECTION	161.88
93744	11/12/2014	05137	DEBRA L. KAPFER	PRIMARY AND/OR GENERAL ELECTION	18.50
93745	11/12/2014	05248	JUDY M KIPKA	PRIMARY AND/OR GENERAL ELECTION	148.00
93746	11/12/2014	04667	CAROL KNAUSS	PRIMARY AND/OR GENERAL ELECTION	157.25
93747	11/12/2014	04669	DENNIS KRAMER	PRIMARY AND/OR GENERAL ELECTION	296.00
93748	11/12/2014	05408	JOHN P KREBSBACH	PRIMARY AND/OR GENERAL ELECTION	296.00
93749	11/12/2014	05432	JUDITH KROLL	PRIMARY AND/OR GENERAL ELECTION	18.50
93750	11/12/2014	04674	JACKIE KWAPICK	PRIMARY AND/OR GENERAL ELECTION	161.88
93751	11/12/2014	04676	CHARLOTTE LAMPE	PRIMARY AND/OR GENERAL ELECTION	238.19
93752	11/12/2014	05138	STEPHANIE G. LAYER	PRIMARY AND/OR GENERAL ELECTION	18.50
93753	11/12/2014	05076	TOM LAYER	PRIMARY AND/OR GENERAL ELECTION	316.81
93754	11/12/2014	04683	CLAUDETTE LEONARD	PRIMARY AND/OR GENERAL ELECTION	325.25
93755	11/12/2014	05409	SANDRA M LETOURNEAU	PRIMARY AND/OR GENERAL ELECTION	154.94
93756	11/12/2014	05077	MARIANNE T LIPTAK	PRIMARY AND/OR GENERAL ELECTION	300.63
93757	11/12/2014	04687	DARLENE LOIPERSBECK	PRIMARY AND/OR GENERAL ELECTION	300.63
93758	11/12/2014	04688	JULES LOIPERSBECK	PRIMARY AND/OR GENERAL ELECTION	336.00
93759	11/12/2014	05410	CLAUDIA LONETTI	PRIMARY AND/OR GENERAL ELECTION	161.88
93760	11/12/2014	04693	VALERIE MAHOWALD	PRIMARY AND/OR GENERAL ELECTION	296.00
93761	11/12/2014	05411	EDWARD S MALECKI	PRIMARY AND/OR GENERAL ELECTION	18.50
93762	11/12/2014	04694	JOHN MANTHEY	PRIMARY AND/OR GENERAL ELECTION	423.00
93763	11/12/2014	04696	THOMAS MASKREY	PRIMARY AND/OR GENERAL ELECTION	219.69
93764	11/12/2014	05412	SHANCE A MCCAIN	PRIMARY AND/OR GENERAL ELECTION	18.50
93765	11/12/2014	04698	JOHN MCCANN	PRIMARY AND/OR GENERAL ELECTION	372.75
93766	11/12/2014	05413	LARRY W MCCARTHY	PRIMARY AND/OR GENERAL ELECTION	305.25
93767	11/12/2014	04699	PEGGY MCCARTHY	PRIMARY AND/OR GENERAL ELECTION	423.00
93768	11/12/2014	04700	JUDY MCCAULEY	PRIMARY AND/OR GENERAL ELECTION	159.56
93769	11/12/2014	05414	CAROL M MCDONOUGH	PRIMARY AND/OR GENERAL ELECTION	18.50
93770	11/12/2014	05415	JOAN D MCDONOUGH	PRIMARY AND/OR GENERAL ELECTION	154.94
93771	11/12/2014	05416	ROSEMARY E MCNEA	PRIMARY AND/OR GENERAL ELECTION	305.25
93772	11/12/2014	05080	MARLENE MORENO	PRIMARY AND/OR GENERAL ELECTION	296.00
93773	11/12/2014	05250	CLARE A NELSON	PRIMARY AND/OR GENERAL ELECTION	289.06
93774	11/12/2014	05081	PERCY NELSON	PRIMARY AND/OR GENERAL ELECTION	286.75
93775	11/12/2014	04711	MARY NEWCOMB	PRIMARY AND/OR GENERAL ELECTION	411.00
93776	11/12/2014	05140	JANE A. NICHOL	PRIMARY AND/OR GENERAL ELECTION	302.94
93777	11/12/2014	04712	MIRANDA NICHOLS	PRIMARY AND/OR GENERAL ELECTION	261.31
93778	11/12/2014	04714	HELEN NISSEN	PRIMARY AND/OR GENERAL ELECTION	18.50
93779	11/12/2014	04715	ANN NORBERG	PRIMARY AND/OR GENERAL ELECTION	296.00
93780	11/12/2014	04717	D WILLIAM O'BRIEN	PRIMARY AND/OR GENERAL ELECTION	420.00
93781	11/12/2014	04718	ANITA OLSON	PRIMARY AND/OR GENERAL ELECTION	426.00
93782	11/12/2014	04723	DIAN PARENT	PRIMARY AND/OR GENERAL ELECTION	498.00
93783	11/12/2014	04725	MARILYN PEPER	PRIMARY AND/OR GENERAL ELECTION	302.94

93784	11/12/2014	05417	LINDA M PETRIE	PRIMARY AND/OR GENERAL ELECTION	18.50
93785	11/12/2014	05418	ORLIN D PLATH	PRIMARY AND/OR GENERAL ELECTION	157.25
93786	11/12/2014	05419	JOSEPH V PLUMBO	PRIMARY AND/OR GENERAL ELECTION	157.25
93787	11/12/2014	05251	ROGER L POSCH	PRIMARY AND/OR GENERAL ELECTION	293.69
93788	11/12/2014	05142	STEVEN L. PUTZ	PRIMARY AND/OR GENERAL ELECTION	296.00
93789	11/12/2014	04728	RITA RENSLow	PRIMARY AND/OR GENERAL ELECTION	302.94
93790	11/12/2014	04729	VINCENT RODRIGUEZ	PRIMARY AND/OR GENERAL ELECTION	228.00
93791	11/12/2014	05420	TERESA M ROSSBACH	PRIMARY AND/OR GENERAL ELECTION	157.25
93792	11/12/2014	04732	JANET SANDBERG	PRIMARY AND/OR GENERAL ELECTION	18.50
93793	11/12/2014	05144	WARREN H. SANDS	PRIMARY AND/OR GENERAL ELECTION	316.81
93794	11/12/2014	04735	KATHLEEN SAUER	PRIMARY AND/OR GENERAL ELECTION	161.88
93795	11/12/2014	05145	SHARON JEAN SAWYER	PRIMARY AND/OR GENERAL ELECTION	316.81
93796	11/12/2014	05146	THOMAS W. SCHARNOTT	PRIMARY AND/OR GENERAL ELECTION	18.50
93797	11/12/2014	04738	CYNTHIA SCHLUENDER	PRIMARY AND/OR GENERAL ELECTION	364.88
93798	11/12/2014	05252	WILLIAM SCHMIDT	PRIMARY AND/OR GENERAL ELECTION	300.63
93799	11/12/2014	04739	MARY ANN SCHNEIDER	PRIMARY AND/OR GENERAL ELECTION	298.31
93800	11/12/2014	05085	BETTY SCHRAMEL	PRIMARY AND/OR GENERAL ELECTION	296.00
93801	11/12/2014	05086	JAMES L SCHRAMEL	PRIMARY AND/OR GENERAL ELECTION	300.63
93802	11/12/2014	05253	JAMES SEITZ	PRIMARY AND/OR GENERAL ELECTION	300.63
93803	11/12/2014	05254	DEBORAH A SEYFER	PRIMARY AND/OR GENERAL ELECTION	305.25
93804	11/12/2014	05421	MARYJEAN SHEPPARD	PRIMARY AND/OR GENERAL ELECTION	18.50
93805	11/12/2014	04742	TERESA SHORES	PRIMARY AND/OR GENERAL ELECTION	189.00
93806	11/12/2014	04743	DELANEY SKAAR	PRIMARY AND/OR GENERAL ELECTION	305.25
93807	11/12/2014	05147	STEVEN SKAAR	PRIMARY AND/OR GENERAL ELECTION	291.38
93808	11/12/2014	04744	SUSAN SKAAR	PRIMARY AND/OR GENERAL ELECTION	316.81
93809	11/12/2014	05433	KATHY SORENSON	PRIMARY AND/OR GENERAL ELECTION	18.50
93810	11/12/2014	04745	BOB SPANGLER	PRIMARY AND/OR GENERAL ELECTION	296.00
93811	11/12/2014	04747	TIM STAFKI	PRIMARY AND/OR GENERAL ELECTION	456.00
	11/12/2014	04747	TIM STAFKI	REIMB ELECTION JUDGE MILEAGE/PHONE	27.92
93812	11/12/2014	04748	JUDITH STEENBERG	PRIMARY AND/OR GENERAL ELECTION	296.00
93813	11/12/2014	04749	RICHARD STEENBERG	PRIMARY AND/OR GENERAL ELECTION	300.63
93814	11/12/2014	04752	MARY STORM	PRIMARY AND/OR GENERAL ELECTION	296.00
93815	11/12/2014	04754	LORI TAYLOR	PRIMARY AND/OR GENERAL ELECTION	432.00
93816	11/12/2014	04959	DALE TRIPPLER	PRIMARY AND/OR GENERAL ELECTION	378.00
93817	11/12/2014	04757	MICKI TSCHIDA	PRIMARY AND/OR GENERAL ELECTION	375.00
93818	11/12/2014	04758	CAROLYN URBANSKI	PRIMARY AND/OR GENERAL ELECTION	305.25
93819	11/12/2014	04759	HOLLY URBANSKI	PRIMARY AND/OR GENERAL ELECTION	450.00
	11/12/2014	04759	HOLLY URBANSKI	REIMB ELECTION JUDGE PHONE	10.00
93820	11/12/2014	04761	WILLIAM URBANSKI	PRIMARY AND/OR GENERAL ELECTION	357.00
93821	11/12/2014	04763	MARY VANEK	PRIMARY AND/OR GENERAL ELECTION	296.00
93822	11/12/2014	04765	GAYLE WASMUNDT	PRIMARY AND/OR GENERAL ELECTION	399.00
93823	11/12/2014	05422	ROBERT R WIESNER	PRIMARY AND/OR GENERAL ELECTION	166.50
93824	11/12/2014	04770	DELORES WITSCHEN	PRIMARY AND/OR GENERAL ELECTION	161.88
93825	11/12/2014	05423	MARY JO WOLFE-HAIDER	PRIMARY AND/OR GENERAL ELECTION	173.44
93826	11/12/2014	04771	CINDY YORKOVICH	PRIMARY AND/OR GENERAL ELECTION	302.94
93827	11/12/2014	04773	HELEN ZIAN	PRIMARY AND/OR GENERAL ELECTION	161.88
93828	11/12/2014	05091	LEROY ZIPKO	PRIMARY AND/OR GENERAL ELECTION	378.00

160 Checks in this report.

40,131.70

CITY OF MAPLEWOOD
Disbursements via Debits to Checking account

Settlement			
<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
11/3/2014	MN State Treasurer	Drivers License/Deputy Registrar	96,019.75
11/4/2014	MN State Treasurer	Drivers License/Deputy Registrar	42,080.54
11/5/2014	MN State Treasurer	Drivers License/Deputy Registrar	45,593.96
11/6/2014	MN State Treasurer	Drivers License/Deputy Registrar	39,724.60
11/7/2014	MN State Treasurer	Drivers License/Deputy Registrar	30,281.08
11/7/2014	MN Dept of Natural Resources	DNR electronic licenses	340.50
11/7/2014	US Bank VISA One Card*	Purchasing card items	48,492.16
11/7/2014	Optum Health	DCRP & Flex plan payments	5,331.26
11/7/2014	ICMA (Vantagepointe)	Deferred Compensation	4,269.00
			312,132.85

*Detailed listing of VISA purchases is attached.

Transaction Date	Posting Date	Merchant Name	Transaction Amount	Name
10/22/2014	10/23/2014	L A POLICE GEAR INC	\$204.22	MARK ALDRIDGE
10/16/2014	10/20/2014	OFFICE DEPOT #1090	\$79.79	REGAN BEGGS
10/20/2014	10/21/2014	LABELVALUE.COM	\$22.73	REGAN BEGGS
10/21/2014	10/23/2014	OFFICE DEPOT #1090	\$72.50	REGAN BEGGS
10/29/2014	10/31/2014	OFFICE DEPOT #1090	\$56.20	REGAN BEGGS
10/17/2014	10/20/2014	BESTBUYCOM666551063281	\$171.31	CHAD BERGO
10/27/2014	10/28/2014	SUPERSHUTTLE EXECUCARKCI	\$35.00	CHAD BERGO
10/28/2014	10/30/2014	MSP BARRIO	\$10.92	CHAD BERGO
10/29/2014	10/30/2014	EINSTEIN BROS BAGELS3042	\$8.04	CHAD BERGO
10/29/2014	10/31/2014	JOSE CUERVO-BU20370557	\$12.03	CHAD BERGO
10/29/2014	10/31/2014	WESTIN KANSAS CITY	\$152.49	CHAD BERGO
10/30/2014	10/31/2014	MSP AIRPORT PARKING	\$28.00	CHAD BERGO
10/20/2014	10/21/2014	L A POLICE GEAR INC	\$92.49	BRIAN BIERDEMAN
10/24/2014	10/27/2014	BLUE RIBBON BAIT & TACKLE	\$8.17	OAKLEY BIESANZ
10/17/2014	10/20/2014	COWBOY JACKS SALOON	\$36.53	RON BOURQUIN
10/18/2014	10/20/2014	BEST WESTERN HOTELS - ST.	\$222.50	RON BOURQUIN
10/24/2014	10/27/2014	HUDSON HOUSE GRAND HOTEL	\$352.00	NEIL BRENEMAN
10/24/2014	10/27/2014	FRATTALLONES WOODBURY AC	\$9.38	NEIL BRENEMAN
10/24/2014	10/27/2014	TARGET 00011858	\$12.86	NEIL BRENEMAN
10/24/2014	10/27/2014	SUPERAMERICA 4089	\$3.78	NEIL BRENEMAN
10/30/2014	10/31/2014	TARGET 00011858	\$2.45	NEIL BRENEMAN
10/24/2014	10/27/2014	ABC RENTALS INC	\$187.47	TROY BRINK
10/24/2014	10/28/2014	ABC RENTALS INC	(\$12.47)	TROY BRINK
10/23/2014	10/24/2014	WINNICK SUPPLY	\$439.63	BRENT BUCKLEY
10/21/2014	10/22/2014	CUB FOODS #1599	\$13.38	SARAH BURLINGAME
10/20/2014	10/21/2014	BATTERIES PLUS #31	\$42.74	DAN BUSACK
10/20/2014	10/21/2014	MENARDS MAPLEWOOD	\$26.03	DAN BUSACK
10/24/2014	10/27/2014	THE HOME DEPOT 2801	\$114.71	DAN BUSACK
10/24/2014	10/24/2014	INT'L CODE COUNCIL INC	\$1,501.97	NICHOLAS CARVER
10/24/2014	10/27/2014	ACT*10KLAKES	\$220.00	NICHOLAS CARVER
10/16/2014	10/20/2014	THE HOME DEPOT 2801	\$62.71	SCOTT CHRISTENSON
10/17/2014	10/20/2014	THE TRANE COMPANY	\$527.50	SCOTT CHRISTENSON
10/17/2014	10/20/2014	CVS/PHARMACY #01751	\$9.19	SCOTT CHRISTENSON
10/21/2014	10/22/2014	METROPOLITAN MECHANICAL	\$879.50	SCOTT CHRISTENSON
10/24/2014	10/27/2014	THE HOME DEPOT 2801	\$27.74	SCOTT CHRISTENSON
10/27/2014	10/28/2014	WALTERS CLIMATE INC	\$71.61	SCOTT CHRISTENSON
10/19/2014	10/21/2014	THE HOME DEPOT 2810	(\$28.58)	CHARLES DEEVER
10/19/2014	10/21/2014	THE HOME DEPOT 2810	\$62.99	CHARLES DEEVER
10/21/2014	10/22/2014	TANKDEPOT	\$369.99	TOM DOUGLASS
10/21/2014	10/23/2014	THE HOME DEPOT 2801	\$11.43	TOM DOUGLASS
10/23/2014	10/24/2014	BATTERIES PLUS #31	\$21.37	TOM DOUGLASS
10/25/2014	10/27/2014	COMMERCIAL POOL & SPA SUP	\$158.49	TOM DOUGLASS
10/25/2014	10/27/2014	CINTAS 470	\$137.76	TOM DOUGLASS
10/28/2014	10/29/2014	WW GRAINGER	\$48.44	TOM DOUGLASS
10/29/2014	10/30/2014	METROPOLITAN MECHANICAL	\$245.50	TOM DOUGLASS
10/29/2014	10/30/2014	LIGHTING PLASTICS OF MN I	\$139.80	TOM DOUGLASS
10/30/2014	10/31/2014	THE TRANE COMPANY	\$359.50	TOM DOUGLASS
10/30/2014	10/31/2014	API SUPPLY INC	\$3,800.00	TOM DOUGLASS
10/22/2014	10/23/2014	SHARROW LIFTING PRODUCTS	\$118.09	DOUG EDGE
10/22/2014	10/23/2014	SHARROW LIFTING PRODUCTS	\$124.27	DOUG EDGE
10/20/2014	10/21/2014	MENARDS MAPLEWOOD	\$37.97	ANDREW ENGSTROM
10/29/2014	10/31/2014	CHINOOK BOOK	\$120.00	SHANN FINWALL
10/19/2014	10/20/2014	AT SCENE LLC	\$675.00	MYCHAL FOWLDS
10/20/2014	10/21/2014	BATTERIES PLUS #31	\$45.96	MYCHAL FOWLDS
10/22/2014	10/22/2014	COMCAST CABLE COMM	\$54.00	MYCHAL FOWLDS
10/23/2014	10/23/2014	SPRINT *WIRELESS	\$164.83	MYCHAL FOWLDS

10/23/2014	10/23/2014	ULINE *SHIP SUPPLIES	\$2,935.14	MYCHAL FOWLDS
10/26/2014	10/27/2014	MID AMERICA BUSINESS SYST	\$1,697.04	MYCHAL FOWLDS
10/27/2014	10/28/2014	WALMART.COM 8009666546	(\$14.71)	MYCHAL FOWLDS
10/27/2014	10/29/2014	THE HOME DEPOT 2801	\$37.46	MYCHAL FOWLDS
10/28/2014	10/29/2014	ELECTRO WATCHMAN INC	\$320.00	MYCHAL FOWLDS
10/28/2014	10/29/2014	ELECTRO WATCHMAN INC	\$926.42	MYCHAL FOWLDS
10/17/2014	10/20/2014	IDU*INSIGHT PUBLIC SEC	\$2,756.32	NICK FRANZEN
10/20/2014	10/21/2014	BEST BUY MHT 00000109	\$74.97	NICK FRANZEN
10/20/2014	10/21/2014	IDU*INSIGHT PUBLIC SEC	\$496.66	NICK FRANZEN
10/23/2014	10/24/2014	IDU*INSIGHT PUBLIC SEC	\$321.29	NICK FRANZEN
10/23/2014	10/28/2014	DATA Q DIRECT	(\$610.26)	NICK FRANZEN
10/16/2014	10/20/2014	REGAL AUTO WASH XX	\$7.00	CLARENCE GERVAIS
10/17/2014	10/20/2014	COWBOY JACKS SALOON	\$28.22	CLARENCE GERVAIS
10/17/2014	10/20/2014	GREEN MILL - ST CLOUD	\$20.69	CLARENCE GERVAIS
10/18/2014	10/20/2014	BEST WESTERN HOTELS - ST.	\$222.50	CLARENCE GERVAIS
10/27/2014	10/29/2014	HENRIKSEN ACE HARDWARE	\$6.99	MARK HAAG
10/28/2014	10/29/2014	DISCOUNT STEEL -MN	\$962.73	MARK HAAG
10/16/2014	10/20/2014	HENRIKSEN ACE HARDWARE	\$11.98	MILES HAMRE
10/21/2014	10/22/2014	CORPORATE MARK INC.	\$84.00	TIMOTHY HAWKINSON JR.
10/23/2014	10/27/2014	HENRIKSEN ACE HARDWARE	\$106.94	TAMARA HAYS
10/29/2014	10/30/2014	MILLS FLEET FARM #2,700	\$15.98	TAMARA HAYS
10/17/2014	10/20/2014	TARGET 00011858	\$14.99	STEVEN HIEBERT
10/29/2014	10/30/2014	BATTERIES PLUS #31	\$7.69	STEVEN HIEBERT
10/24/2014	10/27/2014	HENRIKSEN ACE HARDWARE	\$17.94	GARY HINNENKAMP
10/27/2014	10/29/2014	HENRIKSEN ACE HARDWARE	\$40.46	GARY HINNENKAMP
10/29/2014	10/31/2014	HENRIKSEN ACE HARDWARE	\$14.99	GARY HINNENKAMP
10/22/2014	10/23/2014	CUB FOODS #1599	\$3.38	TIMOTHY HOFMEISTER
10/22/2014	10/23/2014	CUB FOODS #1599	\$5.96	TIMOTHY HOFMEISTER
10/28/2014	10/30/2014	HENRIKSEN ACE HARDWARE	\$4.26	TIMOTHY HOFMEISTER
10/21/2014	10/21/2014	COMCAST CABLE COMM	\$83.89	RON HORWATH
10/23/2014	10/27/2014	OFFICE DEPOT #1090	\$94.48	RON HORWATH
10/23/2014	10/27/2014	OFFICE DEPOT #1079	\$3.22	RON HORWATH
10/24/2014	10/24/2014	COMCAST CABLE COMM	\$326.32	RON HORWATH
10/25/2014	10/27/2014	CUB FOODS #1599	\$119.75	RON HORWATH
10/30/2014	10/31/2014	TARGET 00011858	\$29.97	RON HORWATH
10/30/2014	10/31/2014	ARC*SERVICES/TRAINING	\$57.00	RON HORWATH
10/30/2014	10/31/2014	ARC*SERVICES/TRAINING	\$27.00	RON HORWATH
10/30/2014	10/31/2014	ARC*SERVICES/TRAINING	\$54.00	RON HORWATH
10/22/2014	10/23/2014	CUB FOODS #1599	\$18.93	ANN HUTCHINSON
10/22/2014	10/23/2014	CUB FOODS #1599	\$80.19	ANN HUTCHINSON
10/28/2014	10/29/2014	KNOWLAN'S MARKET #2	\$25.76	ANN HUTCHINSON
10/28/2014	10/29/2014	WALGREENS #3122	\$6.37	ANN HUTCHINSON
10/28/2014	10/30/2014	DOLRTREE 3739 00037390	\$35.35	ANN HUTCHINSON
10/30/2014	10/31/2014	CVS/PHARMACY #01751	\$6.99	ANN HUTCHINSON
10/25/2014	10/27/2014	TRADEMARK HARDWARE	\$132.41	DAVID JAHN
10/27/2014	10/29/2014	THE HOME DEPOT 2801	\$31.09	DAVID JAHN
10/29/2014	10/31/2014	FILTERS FAST	\$89.85	DAVID JAHN
10/21/2014	10/22/2014	THE UPS STORE 2171	\$20.53	AMANDA JASKOWIAK
10/24/2014	10/27/2014	DAVIS LOCK & SAFE	\$9.00	AMANDA JASKOWIAK
10/23/2014	10/24/2014	FIRST SHRED	\$45.10	LOIS KNUTSON
10/27/2014	10/28/2014	CUB FOODS #1599	\$26.88	LOIS KNUTSON
10/27/2014	10/28/2014	CHIPOTLE 0224	\$6.96	LOIS KNUTSON
10/27/2014	10/29/2014	FIREHOUSE SUBS #60	\$44.99	LOIS KNUTSON
10/22/2014	10/23/2014	PP*ESABA	\$95.00	DUWAYNE KONEWKO
10/24/2014	10/27/2014	KUSTOM SIGNALS, INC.	\$102.25	JASON KREGER
10/22/2014	10/23/2014	MENARDS MAPLEWOOD	\$2.75	NICHOLAS KREKELER
10/28/2014	10/29/2014	STREICHER'S MO	\$121.03	NICHOLAS KREKELER

10/16/2014	10/20/2014	TC RUNNING COMPANY	\$105.00	BRETT KROLL
10/16/2014	10/20/2014	TC RUNNING COMPANY	\$51.12	BRETT KROLL
10/19/2014	10/20/2014	DICK'S SPORTING GOODS619	\$69.99	TODD LANGNER
10/23/2014	10/24/2014	UNIFORMS UNLIMITED INC.	\$476.40	TODD LANGNER
10/16/2014	10/20/2014	BEST WESTERN HOTELS - ST.	\$222.50	MICHAEL LOCHEN
10/17/2014	10/20/2014	COWBOY JACKS SALOON	\$27.22	MICHAEL LOCHEN
10/17/2014	10/20/2014	GREEN MILL - ST CLOUD	\$16.61	MICHAEL LOCHEN
10/18/2014	10/20/2014	BEST WESTERN HOTELS - ST.	\$222.50	MICHAEL LOCHEN
10/18/2014	10/27/2014	BEST WESTERN HOTELS - ST.	(\$111.25)	MICHAEL LOCHEN
10/17/2014	10/20/2014	THE HOME DEPOT 2801	\$29.41	STEVE LUKIN
10/20/2014	10/21/2014	MENARDS MAPLEWOOD	\$29.32	STEVE LUKIN
10/20/2014	10/22/2014	ASPEN MILLS INC.	\$398.95	STEVE LUKIN
10/21/2014	10/22/2014	CUB FOODS #1599	\$41.99	STEVE LUKIN
10/21/2014	10/22/2014	REPUBLIC SERVICES TRASH	\$160.28	STEVE LUKIN
10/21/2014	10/23/2014	CARIBOU COFFEE CO # 155	\$69.63	STEVE LUKIN
10/28/2014	10/29/2014	ORIGINAL MATTRESS FACT	\$150.00	STEVE LUKIN
10/28/2014	10/29/2014	MENARDS OAKDALE	\$299.90	STEVE LUKIN
10/28/2014	10/29/2014	MENARDS MAPLEWOOD	\$399.96	STEVE LUKIN
10/28/2014	10/30/2014	THE HOME DEPOT 2801	\$498.00	STEVE LUKIN
10/29/2014	10/30/2014	MENARDS MAPLEWOOD	(\$399.96)	STEVE LUKIN
10/29/2014	10/30/2014	MENARDS OAKDALE	\$548.85	STEVE LUKIN
10/30/2014	10/31/2014	MENARDS OAKDALE	\$1,233.65	STEVE LUKIN
10/28/2014	10/29/2014	UNIFORMS UNLIMITED INC.	\$292.96	KATHERINE LYNCH
10/21/2014	10/22/2014	CORPORATE MARK INC.	\$84.00	JASON MARINO
10/18/2014	10/20/2014	UNIFORMS UNLIMITED INC.	\$293.48	GLEN MCCARTY
10/16/2014	10/20/2014	BOUND TREE MEDICAL LLC	\$57.56	MICHAEL MONDOR
10/17/2014	10/20/2014	BOUND TREE MEDICAL LLC	\$99.90	MICHAEL MONDOR
10/17/2014	10/20/2014	BOUND TREE MEDICAL LLC	\$298.50	MICHAEL MONDOR
10/28/2014	10/30/2014	BOUND TREE MEDICAL LLC	\$32.60	MICHAEL MONDOR
10/28/2014	10/30/2014	BOUND TREE MEDICAL LLC	\$39.18	MICHAEL MONDOR
10/28/2014	10/30/2014	BOUND TREE MEDICAL LLC	\$1,559.11	MICHAEL MONDOR
10/29/2014	10/31/2014	THE HOME DEPOT 2801	\$159.89	MICHAEL MONDOR
10/23/2014	10/24/2014	CERTIFIED LABORATORIES	\$309.13	BRYAN NAGEL
10/16/2014	10/20/2014	POLICEBIKESTORE.COM	\$494.92	MICHAEL NYE
10/17/2014	10/20/2014	UNIFORMS UNLIMITED INC.	\$2.50	MICHAEL NYE
10/17/2014	10/20/2014	UNIFORMS UNLIMITED INC.	\$175.99	MICHAEL NYE
10/28/2014	10/30/2014	RED WING SHOE #727	\$188.12	ERICK OSWALD
10/28/2014	10/30/2014	OFFICE DEPOT #1090	\$60.00	MARY KAY PALANK
10/21/2014	10/22/2014	CORPORATE MARK INC.	\$84.00	JAMES PARKER
10/17/2014	10/20/2014	FORCE AMERICA DISTRIB LLC	\$40.01	STEVEN PRIEM
10/20/2014	10/21/2014	ROSEVILLE BUICK GMC	\$32.40	STEVEN PRIEM
10/20/2014	10/21/2014	AUTO PLUS LITTLE CANADA	\$4.15	STEVEN PRIEM
10/20/2014	10/21/2014	AN FORD WHITE BEAR LAK	\$49.56	STEVEN PRIEM
10/21/2014	10/23/2014	COMO LUBE & SUPPLIES	(\$19.02)	STEVEN PRIEM
10/21/2014	10/23/2014	COMO LUBE & SUPPLIES	\$19.02	STEVEN PRIEM
10/21/2014	10/23/2014	COMO LUBE & SUPPLIES	\$160.69	STEVEN PRIEM
10/22/2014	10/23/2014	AUTO PLUS LITTLE CANADA	\$503.53	STEVEN PRIEM
10/22/2014	10/23/2014	AN FORD WHITE BEAR LAK	\$28.00	STEVEN PRIEM
10/23/2014	10/24/2014	AUTO PLUS LITTLE CANADA	\$32.47	STEVEN PRIEM
10/23/2014	10/24/2014	AUTO PLUS LITTLE CANADA	\$30.55	STEVEN PRIEM
10/23/2014	10/24/2014	AN FORD WHITE BEAR LAK	\$13.10	STEVEN PRIEM
10/23/2014	10/24/2014	BAUER BUILT TIRE 18	\$1,019.60	STEVEN PRIEM
10/27/2014	10/29/2014	UNLIMITED SUPPLIES INC	\$73.16	STEVEN PRIEM
10/28/2014	10/29/2014	AN FORD WHITE BEAR LAK	\$1,504.50	STEVEN PRIEM
10/29/2014	10/30/2014	KATH FUEL OFFICE	\$643.00	STEVEN PRIEM
10/29/2014	10/30/2014	AUTO PLUS LITTLE CANADA	\$100.15	STEVEN PRIEM
10/30/2014	10/31/2014	FACTORY MTR PTS #1	\$297.14	STEVEN PRIEM

10/30/2014	10/31/2014	AUTO PLUS LITTLE CANADA	\$369.32	STEVEN PRIEM
10/30/2014	10/31/2014	AN FORD WHITE BEAR LAK	\$16.35	STEVEN PRIEM
10/16/2014	10/20/2014	THE HOME DEPOT 2801	\$23.31	KELLY PRINS
10/17/2014	10/20/2014	THE HOME DEPOT 2801	\$25.11	KELLY PRINS
10/20/2014	10/22/2014	THE HOME DEPOT 2801	\$181.89	KELLY PRINS
10/23/2014	10/24/2014	ADVANCE STORE PRODUCTS	\$101.50	KELLY PRINS
10/27/2014	10/28/2014	VIKING ELECTRIC-CREDIT DE	\$80.68	KELLY PRINS
10/27/2014	10/28/2014	VIKING ELECTRIC-CREDIT DE	\$416.40	KELLY PRINS
10/28/2014	10/29/2014	WW GRAINGER	\$69.14	KELLY PRINS
10/20/2014	10/21/2014	STARTRIBUNE ADV REMIT	\$984.00	TERRIE RAMEAUX
10/23/2014	10/24/2014	HILLYARD INC MINNEAPOLIS	\$129.79	MICHAEL REILLY
10/27/2014	10/28/2014	HILLYARD INC MINNEAPOLIS	\$26.61	MICHAEL REILLY
10/27/2014	10/28/2014	HILLYARD INC MINNEAPOLIS	\$1,323.94	MICHAEL REILLY
10/29/2014	10/30/2014	DALCO ENTERPRISES, INC	\$597.30	MICHAEL REILLY
10/20/2014	10/21/2014	BEST BUY MHT 00000109	\$16.06	LORI RESENDIZ
10/22/2014	10/24/2014	ARC'S VALUE VILLAGE -	\$5.36	LORI RESENDIZ
10/22/2014	10/24/2014	DOLRTREE 4713 00047134	\$4.31	LORI RESENDIZ
10/29/2014	10/31/2014	APPOINTMENT-PLUS/STORMSOU	\$49.00	LORI RESENDIZ
10/28/2014	10/29/2014	UNIFORMS UNLIMITED INC.	\$126.99	BRADLEY REZNY
10/23/2014	10/24/2014	CUB FOODS #1599	\$8.05	AUDRA ROBBINS
10/23/2014	10/24/2014	CUB FOODS #1599	\$2.35	AUDRA ROBBINS
10/30/2014	10/31/2014	MN RECREATION AND PARK A	\$69.00	AUDRA ROBBINS
10/28/2014	10/29/2014	JOHN DEERE LANDSCAPES530	\$483.19	ROBERT RUNNING
10/20/2014	10/22/2014	OFFICE DEPOT #1090	\$90.79	DEB SCHMIDT
10/30/2014	10/30/2014	PANERA BREAD #601305	\$66.97	DEB SCHMIDT
10/30/2014	10/31/2014	LILLIE SUBURBAN NEWSPAPE	\$357.88	DEB SCHMIDT
10/30/2014	10/31/2014	GOTOCITRIX.COM	\$20.36	PAUL SCHNELL
10/24/2014	10/27/2014	THE HOME DEPOT 2801	\$219.00	SCOTT SCHULTZ
10/25/2014	10/30/2014	CINTAS 60A SAP	\$283.73	SCOTT SCHULTZ
10/25/2014	10/30/2014	CINTAS 60A SAP	\$48.68	SCOTT SCHULTZ
10/27/2014	10/28/2014	FLEXIBLE PIPE TOOL COMPAN	\$1,442.15	SCOTT SCHULTZ
10/28/2014	10/30/2014	USA MOBILITY WIRELE	\$32.66	SCOTT SCHULTZ
10/16/2014	10/20/2014	THE HOME DEPOT 2801	\$2.53	MICHAEL SHORTREED
10/17/2014	10/20/2014	MENARDS MAPLEWOOD	\$107.10	MICHAEL SHORTREED
10/18/2014	10/20/2014	ULINE *SHIP SUPPLIES	\$825.95	MICHAEL SHORTREED
10/18/2014	10/20/2014	ULINE *SHIP SUPPLIES	\$158.37	MICHAEL SHORTREED
10/21/2014	10/23/2014	THE HOME DEPOT 2801	\$7.71	MICHAEL SHORTREED
10/21/2014	10/23/2014	THE HOME DEPOT 2801	\$33.82	MICHAEL SHORTREED
10/21/2014	10/23/2014	THE HOME DEPOT 2801	\$4.03	MICHAEL SHORTREED
10/20/2014	10/21/2014	ACT*MIDWEST TACTICAL S	\$800.00	JOANNE SVENDSEN
10/28/2014	10/28/2014	INT'L CODE COUNCIL INC	\$87.50	DAVID SWAN
10/28/2014	10/29/2014	SURVEYMONKEY.COM	\$52.00	CHRIS SWANSON
10/21/2014	10/23/2014	OFFICE DEPOT #1079	\$5.40	JAMES TAYLOR
10/21/2014	10/23/2014	OFFICE DEPOT #1090	\$54.05	JAMES TAYLOR
10/17/2014	10/20/2014	COLUMBIA SPORTSWEAR 465	\$64.89	PAUL THEISEN
10/27/2014	10/28/2014	UNIFORMS UNLIMITED INC.	\$6.99	PAUL THIENES
10/27/2014	10/28/2014	UNIFORMS UNLIMITED INC.	\$52.46	PAUL THIENES
10/20/2014	10/22/2014	OFFICE DEPOT #1090	\$46.43	KAREN WACHAL
10/20/2014	10/22/2014	OFFICE DEPOT #1080	\$5.80	KAREN WACHAL
10/30/2014	10/31/2014	USPS 26833800033400730	\$29.40	KAREN WACHAL
10/16/2014	10/20/2014	TOM S TAILORS	\$27.00	JAY WENZEL
10/21/2014	10/22/2014	CORPORATE MARK INC.	\$84.00	JAY WENZEL
10/30/2014	10/31/2014	OAKDALE RENTAL CENTER	\$204.00	JEFF WILBER
10/21/2014	10/22/2014	DALCO ENTERPRISES, INC	\$132.66	SUSAN ZWIEG
10/29/2014	10/30/2014	LYNN CARD COMPANY	\$132.45	SUSAN ZWIEG
10/29/2014	10/30/2014	WAL-MART #3498	\$5.83	SUSAN ZWIEG

\$48,492.16

Check Register
City of Maplewood

11/13/2014

Check	Date	Vendor	Description	Amount	
93829	11/12/2014	02464	US BANK	FUNDS FOR ATM	10,000.00
93830	11/18/2014	05324	CHRISTIE BERNARDY	RETAINER FEE/ADD'L WORK - OCT	1,500.00
93831	11/18/2014	01973	ERICKSON OIL PRODUCTS INC	CAR WASHES - OCT	44.80
93832	11/18/2014	03365	NICK FRANZEN	REIMB PARKING,MILEAGE & INTERNET	425.24
93833	11/18/2014	00585	GOPHER STATE ONE-CALL	NET BILLABLE TICKETS - OCTOBER	1,018.00
93834	11/18/2014	00682	RON HORWATH	REIMB FOR MISC SUPPLIES	657.66
93835	11/18/2014	00687	HUGO'S TREE CARE INC	TREE/STUMP REMOVAL 1023 CO RD C	4,400.00
	11/18/2014	00687	HUGO'S TREE CARE INC	TREE REMOVAL/HANGER TRIMMING	3,337.00
	11/18/2014	00687	HUGO'S TREE CARE INC	TREE REMOVAL	681.50
	11/18/2014	00687	HUGO'S TREE CARE INC	TREE REMOVAL PRIVATE 1479 BROOKS	495.00
93836	11/18/2014	02196	JORGENSON CONST INC	POLICE DEPT EXPANSION PHASE 3	57,776.11
93837	11/18/2014	00791	CONNIE KELSEY	REIMB FOR MILEAGE 10/30	24.64
93838	11/18/2014	05353	MANSFIELD OIL CO	CONTRACT GASOLINE - NOVEMBER	13,949.98
	11/18/2014	05353	MANSFIELD OIL CO	CONTRACT DIESEL - NOVEMBER	10,539.56
93839	11/18/2014	01819	PAETEC	LOCAL PHONE SERVICE 09/15 - 10/14	693.69
93840	11/18/2014	01574	T A SCHIFSKY & SONS, INC	BITUMINOUS MATERIALS ~	13,406.91
	11/18/2014	01574	T A SCHIFSKY & SONS, INC	SAND/RECYCLED BASE CO RD C PROJ	1,532.51
93841	11/18/2014	05305	TOSHIBA FINANCIAL SERVICES	CONTRACT 500-0371083	837.36
	11/18/2014	05305	TOSHIBA FINANCIAL SERVICES	CONTRACT 500-0371999	776.62
	11/18/2014	05305	TOSHIBA FINANCIAL SERVICES	CONTRACT 500-0380041	438.46
	11/18/2014	05305	TOSHIBA FINANCIAL SERVICES	CONTRACT 500-0282620	407.07
	11/18/2014	05305	TOSHIBA FINANCIAL SERVICES	CONTRACT 500-0264717	301.18
	11/18/2014	05305	TOSHIBA FINANCIAL SERVICES	CONTRACT 500-0328559	275.37
	11/18/2014	05305	TOSHIBA FINANCIAL SERVICES	CONTRACT 500-0395052	237.95
	11/18/2014	05305	TOSHIBA FINANCIAL SERVICES	CONTRACT 500-0264726	226.84
	11/18/2014	05305	TOSHIBA FINANCIAL SERVICES	CONTRACT 500-0395065	164.41
	11/18/2014	05305	TOSHIBA FINANCIAL SERVICES	CONTRACT 500-0373496	88.78
	11/18/2014	05305	TOSHIBA FINANCIAL SERVICES	CONTRACT 500-0349366	73.60
	11/18/2014	05305	TOSHIBA FINANCIAL SERVICES	CONTRACT 500-0264705	65.60
93842	11/18/2014	04192	TRANS-MEDIC	EMS BILLING - OCT	4,605.00
	11/18/2014	04192	TRANS-MEDIC	EMS BILLING - SEPT	4,019.12
93843	11/18/2014	01190	XCEL ENERGY	ELECTRIC UTILITY	14,881.02
	11/18/2014	01190	XCEL ENERGY	ELECTRIC UTILITY	1,045.57
93844	11/18/2014	01805	ZIEGLER INC.	CAT EXCAVATOR RENTAL 1023 CO RD C	2,700.00
93845	11/15/2014	03738	CHARLES E. BETHEL	ATTORNEY SRVS FEES/RENT - DEC	6,700.00
93846	11/18/2014	00258	CARDINAL HOMEBUILDERS INC	ESCROW RELEASE 981 FARRELL ST S	1,507.59
	11/18/2014	00258	CARDINAL HOMEBUILDERS INC	ESCROW RELEASE 975 FARRELL ST S	1,505.00
	11/18/2014	00258	CARDINAL HOMEBUILDERS INC	ESCROW RELEASE 963 FARRELL ST S	1,500.00
93847	11/18/2014	05369	CINTAS CORPORATION #470	CLEANING SUPPLIES	110.80
	11/18/2014	05369	CINTAS CORPORATION #470	CLEANING SUPPLIES	90.80
	11/18/2014	05369	CINTAS CORPORATION #470	CLEANING SUPPLIES	50.16
	11/18/2014	05369	CINTAS CORPORATION #470	CLEANING SUPPLIES	50.16
93848	11/18/2014	00460	CRETEX CONCRETE PRODUCTS NORTH	STORM PIPE FOR 1023 CO RD C PROJ	4,142.16
	11/18/2014	00460	CRETEX CONCRETE PRODUCTS NORTH	STORM PIPE FOR 1023 CO RD C PROJ	2,301.20
93849	11/18/2014	04371	ELECTRO WATCHMAN INC.	100% PMT INSTALL S FIRE ST S2 SYS	6,918.01
93850	11/18/2014	05030	KANSAS STATE BANK OF MANHATTAN	EQUIP LEASE - MCC - PMT#28	4,344.07
93851	11/18/2014	03218	KLINE NISSAN	CVR REJECT	1,672.25
93852	11/18/2014	00393	MN DEPT OF LABOR & INDUSTRY	BOILER REGISTRATIONS - CITY HALL	60.00
	11/18/2014	00393	MN DEPT OF LABOR & INDUSTRY	BOILER REGISTRATIONS - CITY HALL	50.00
93853	11/18/2014	00935	MAPLEWOOD FIRE FIGHTERS RELIEF	2014 FIRE AID	214,330.03
93854	11/18/2014	04373	MN NATIVE LANDSCAPES	GLADSTONE SAVANNA ADD'L SPRAYING	1,235.00
93855	11/18/2014	05364	CRYSTALIN MONTGOMERY	ACUPUNCTURE SESSIONS SEPT-OCT	1,380.00
93856	11/18/2014	05356	NORTH SUBURBAN ACCESS CORP	VIDEOGRAPHER SRVS - OCTOBER	961.40

93857	11/18/2014	00001	ONE TIME VENDOR	REFUND S CONLIN ACUPUNCTURE	80.00
93858	11/18/2014	00001	ONE TIME VENDOR	REFUND M PUMPER YOUNG REMBRANTS	60.00
93859	11/18/2014	01387	DR. JAMES ROSSINI	ADMIN FEE FOR STRESS TEST - NOV	100.00
93860	11/18/2014	04130	SCHINDLER ELEVATOR CORP	QUARTERLY MAINTENANCE - 1902	654.63
93861	11/18/2014	01461	SIMPLEX TIME RECORDER CO	FIRE ALARM GOLD PANEL AGREEMENT	6,559.93
93862	11/18/2014	01578	T R F SUPPLY CO.	ICE MELT FOR PARKS DEPT	2,229.12
93863	11/18/2014	01669	TWIN CITIES TRANSPORT &	TOWING FEES SCRAPPED VEH - OCT	1,050.00
93864	11/18/2014	00529	UNION SECURITY INSURANCE CO	LTD PLAN 4043120-2 - NOVEMBER	3,199.48
	11/18/2014	00529	UNION SECURITY INSURANCE CO	STD PLAN 4043120-1 - NOVEMBER	2,490.40
93865	11/18/2014	02464	US BANK	PAYING AGENT FEES	225.00
93866	11/18/2014	01730	W W GOETSCH ASSOCIATES, INC.	CABINET HEATER FOR LIFT STATION 21	343.00

417,526.74

38 Checks in this report.

CITY OF MAPLEWOOD
Disbursements via Debits to Checking account

Settlement			
<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
11/10/2014	MN State Treasurer	Drivers License/Deputy Registrar	30,138.25
11/12/2014	MN State Treasurer	Drivers License/Deputy Registrar	71,907.15
11/13/2014	MN State Treasurer	Drivers License/Deputy Registrar	39,550.77
11/14/2014	MN State Treasurer	Drivers License/Deputy Registrar	52,762.55
11/14/2014	Optum Health	DCRP & Flex plan payments	492.31
11/10/2014	U.S. Treasurer	Federal Payroll Tax	109,745.55
11/10/2014	P.E.R.A.	P.E.R.A.	96,344.41
11/12/2014	Voya - State Plan	Deferred Compensation	29,834.00
11/12/2014	MidAmerica - ING	HRA Flex plan	13,211.88
11/12/2014	Labor Unions	Union Dues	2,066.35
11/12/2014	MN State Treasurer	State Payroll Tax	22,904.24
			468,957.46

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

<u>CHECK #</u>	<u>CHECK DATE</u>	<u>EMPLOYEE NAME</u>	<u>AMOUNT</u>
	11/07/14	ABRAMS, MARYLEE	448.23
	11/07/14	CARDINAL, ROBERT	448.23
	11/07/14	JUENEMANN, KATHLEEN	448.23
	11/07/14	KOPPEN, MARVIN	448.23
	11/07/14	SLAWIK, NORA	509.26
	11/07/14	COLEMAN, MELINDA	5,773.89
	11/07/14	KNUTSON, LOIS	2,397.06
	11/07/14	KANTRUD, HUGH	184.62
	11/07/14	CHRISTENSON, SCOTT	2,020.19
	11/07/14	JAHN, DAVID	1,990.13
	11/07/14	BURLINGAME, SARAH	2,334.10
	11/07/14	RAMEAUX, THERESE	3,192.52
	11/07/14	BAUMAN, GAYLE	5,052.91
	11/07/14	OSWALD, BRENDA	1,905.04
	11/07/14	ANDERSON, CAROLE	1,209.72
	11/07/14	DEBILZAN, JUDY	1,441.05
	11/07/14	JACKSON, MARY	2,219.31
	11/07/14	KELSEY, CONNIE	2,705.98
	11/07/14	RUEB, JOSEPH	2,999.40
	11/07/14	ARNOLD, AJLA	1,832.43
	11/07/14	BEGGS, REGAN	1,720.21
	11/07/14	HAAG, KAREN	4,742.41
	11/07/14	SCHMIDT, DEBORAH	3,158.62
	11/07/14	SPANGLER, EDNA	1,190.51
	11/07/14	LARSON, MICHELLE	1,984.19
	11/07/14	MECHELKE, SHERRIE	1,190.51
	11/07/14	MOY, PAMELA	1,587.35
	11/07/14	OSTER, ANDREA	1,991.11
	11/07/14	RICHTER, CHARLENE	1,112.75
	11/07/14	SCHOENECKER, LEIGH	1,854.59
	11/07/14	VITT, SANDRA	1,032.11
	11/07/14	WEAVER, KRISTINE	2,459.39
	11/07/14	CARLE, JEANETTE	162.00
	11/07/14	JAGOE, CAROL	162.00
	11/07/14	MAHRE, GERALDINE	147.00
	11/07/14	THOMALLA, CAROL	147.00
	11/07/14	CORCORAN, THERESA	1,986.49
	11/07/14	KVAM, DAVID	4,390.72
	11/07/14	PALANK, MARY	1,991.11
	11/07/14	SCHNELL, PAUL	5,033.64
	11/07/14	SHORTREED, MICHAEL	4,266.71
	11/07/14	SVENDSEN, JOANNE	24,133.09
	11/07/14	THOMFORDE, FAITH	1,720.20

11/07/14	WYLIE, TAMMY	885.34
11/07/14	ZAPPA, ANDREW	796.49
11/07/14	ABEL, CLINT	3,179.54
11/07/14	ALDRIDGE, MARK	3,137.13
11/07/14	BAKKE, LONN	3,609.02
11/07/14	BARTZ, PAUL	3,592.90
11/07/14	BELDE, STANLEY	3,122.54
11/07/14	BENJAMIN, MARKESE	3,269.33
11/07/14	BIERDEMAN, BRIAN	4,227.19
11/07/14	BUSACK, DANIEL	4,216.17
11/07/14	CARNES, JOHN	2,585.56
11/07/14	CROTTY, KERRY	3,908.01
11/07/14	DEMULLING, JOSEPH	3,405.29
11/07/14	DOBLAR, RICHARD	4,177.09
11/07/14	DUGAS, MICHAEL	4,830.06
11/07/14	ERICKSON, VIRGINIA	3,318.01
11/07/14	FISHER, CASSANDRA	1,280.00
11/07/14	FORSYTHE, MARCUS	2,841.05
11/07/14	FRITZE, DEREK	3,168.69
11/07/14	GABRIEL, ANTHONY	3,822.32
11/07/14	HAWKINSON JR, TIMOTHY	3,174.59
11/07/14	HER, PHENG	2,943.89
11/07/14	HIEBERT, STEVEN	3,583.34
11/07/14	HOEMKE, MICHAEL	2,003.97
11/07/14	HOFMEISTER, TIMOTHY	496.00
11/07/14	JASKOWIAK, AMANDA	480.00
11/07/14	JOHNSON, KEVIN	4,387.37
11/07/14	KONG, TOMMY	3,321.29
11/07/14	KREKELER, NICHOLAS	974.58
11/07/14	KROLL, BRETT	3,122.99
11/07/14	LANGNER, SCOTT	3,228.28
11/07/14	LANGNER, TODD	3,728.52
11/07/14	LYNCH, KATHERINE	3,111.30
11/07/14	MARINO, JASON	3,519.22
11/07/14	MARTIN, JERROLD	3,483.98
11/07/14	MCCARTY, GLEN	2,831.09
11/07/14	METRY, ALESIA	4,308.18
11/07/14	MICHELETTI, BRIAN	2,628.40
11/07/14	MULVIHILL, MARIA	2,003.97
11/07/14	NYE, MICHAEL	3,604.14
11/07/14	OLDING, PARKER	2,370.27
11/07/14	OLSON, JULIE	3,094.72
11/07/14	PARKER, JAMES	2,975.71
11/07/14	REZNY, BRADLEY	3,883.01
11/07/14	RHUDE, MATTHEW	3,005.06
11/07/14	SCHOEN, ZACHARY	2,095.55
11/07/14	SLATER, BENJAMIN	2,791.52
11/07/14	STEINER, JOSEPH	3,974.47
11/07/14	SYPNIEWSKI, WILLIAM	3,005.06
11/07/14	TAUZELL, BRIAN	3,079.49
11/07/14	THEISEN, PAUL	4,153.05
11/07/14	THIENES, PAUL	4,345.34
11/07/14	VANG, PAM	480.00
11/07/14	WENZEL, JAY	3,335.24

11/07/14	XIONG, KAO	3,080.77
11/07/14	ANDERSON, BRIAN	340.47
11/07/14	BAHL, DAVID	430.27
11/07/14	BASSETT, BRENT	302.64
11/07/14	BAUMAN, ANDREW	2,851.63
11/07/14	BEITLER, NATHAN	403.54
11/07/14	BOURQUIN, RON	554.76
11/07/14	CAPISTRANT, JOHN	305.26
11/07/14	CONCHA, DANIEL	554.85
11/07/14	COREY, ROBERT	504.41
11/07/14	CRAWFORD - JR, RAYMOND	2,854.74
11/07/14	CRUMMY, CHARLES	189.15
11/07/14	DABRUZZI, THOMAS	2,495.36
11/07/14	DAWSON, RICHARD	2,941.59
11/07/14	EVERSON, PAUL	3,628.20
11/07/14	HAGEN, MICHAEL	400.38
11/07/14	HALE, JOSEPH	220.65
11/07/14	HALWEG, JODI	3,313.58
11/07/14	HAWTHORNE, ROCHELLE	2,879.48
11/07/14	HUTCHINSON, JAMES	544.28
11/07/14	IMM, TRACY	81.97
11/07/14	JUREK, GREGORY	594.21
11/07/14	KANE, ROBERT	904.70
11/07/14	KARRAS, JAMIE	819.65
11/07/14	KERSKA, JOSEPH	838.57
11/07/14	KONDER, RONALD	687.25
11/07/14	KUBAT, ERIC	3,394.42
11/07/14	LINDER, TIMOTHY	4,261.14
11/07/14	LOCHEN, MICHAEL	470.70
11/07/14	MILLER, LADD	1,184.18
11/07/14	MILLER, NICHOLAS	472.89
11/07/14	MONDOR, MICHAEL	3,731.87
11/07/14	MONSON, PETER	340.47
11/07/14	MORGAN, JEFFERY	163.93
11/07/14	NEILY, STEVEN	844.89
11/07/14	NIELSEN, KENNETH	397.18
11/07/14	NOVAK, JEROME	2,904.52
11/07/14	NOWICKI, PAUL	346.80
11/07/14	OLSON, JAMES	3,140.60
11/07/14	OPHEIM, JOHN	264.78
11/07/14	PACHECO, ALPHONSE	844.88
11/07/14	PARROW, JOSHUA	337.33
11/07/14	PETERSON, MARK	382.47
11/07/14	PETERSON, ROBERT	3,186.79
11/07/14	RAINEY, JAMES	1,119.17
11/07/14	RANGEL, DERRICK	561.15
11/07/14	RANK, PAUL	983.60
11/07/14	RICE, CHRISTOPHER	617.84
11/07/14	RODRIGUEZ, ROBERTO	264.82
11/07/14	SEDLACEK, JEFFREY	3,066.27
11/07/14	STREFF, MICHAEL	4,481.46
11/07/14	SVENDSEN, RONALD	3,153.00
11/07/14	TROXEL, REID	1,324.10
11/07/14	GERVAIS-JR, CLARENCE	4,157.26

11/07/14	LUKIN, STEVEN	4,815.66
11/07/14	ZWIEG, SUSAN	1,186.96
11/07/14	CORTESI, LUANNE	1,799.16
11/07/14	SINDT, ANDREA	2,480.20
11/07/14	BRINK, TROY	2,459.39
11/07/14	BUCKLEY, BRENT	2,256.99
11/07/14	DEBILZAN, THOMAS	2,251.29
11/07/14	EDGE, DOUGLAS	2,219.10
11/07/14	JONES, DONALD	2,243.29
11/07/14	MEISSNER, BRENT	2,197.79
11/07/14	NAGEL, BRYAN	3,702.80
11/07/14	OSWALD, ERICK	2,529.07
11/07/14	RUIZ, RICARDO	1,795.79
11/07/14	RUNNING, ROBERT	2,459.39
11/07/14	TEVLIN, TODD	2,260.99
11/07/14	BURLINGAME, NATHAN	2,299.20
11/07/14	DUCHARME, JOHN	2,859.20
11/07/14	ENGSTROM, ANDREW	3,195.79
11/07/14	JAROSCH, JONATHAN	3,134.61
11/07/14	LINDBLOM, RANDAL	2,861.51
11/07/14	LOVE, STEVEN	3,852.46
11/07/14	THOMPSON, MICHAEL	4,983.36
11/07/14	ZIEMAN, SCOTT	224.00
11/07/14	JANASZAK, MEGHAN	1,720.19
11/07/14	KONEWKO, DUWAYNE	4,803.18
11/07/14	HAMRE, MILES	1,730.40
11/07/14	HAYS, TAMARA	1,701.65
11/07/14	HINNENKAMP, GARY	2,464.00
11/07/14	NAUGHTON, JOHN	2,240.99
11/07/14	NORDQUIST, RICHARD	2,245.60
11/07/14	PURVES, JUSTIN	1,684.19
11/07/14	BIESANZ, OAKLEY	1,602.27
11/07/14	DEAVER, CHARLES	701.10
11/07/14	GERNES, CAROLE	726.75
11/07/14	HAYMAN, JANET	982.77
11/07/14	HUTCHINSON, ANN	2,762.97
11/07/14	SOUTTER, CHRISTINE	459.00
11/07/14	WACHAL, KAREN	992.09
11/07/14	GAYNOR, VIRGINIA	3,383.30
11/07/14	KROLL, LISA	2,064.19
11/07/14	YOUNG, TAMELA	368.83
11/07/14	EKSTRAND, THOMAS	3,984.62
11/07/14	FINWALL, SHANN	3,557.93
11/07/14	MARTIN, MICHAEL	2,939.39
11/07/14	BRASH, JASON	2,696.99
11/07/14	CARVER, NICHOLAS	3,810.34
11/07/14	SWAN, DAVID	2,884.99
11/07/14	SWANSON, CHRIS	1,827.39
11/07/14	WEIDNER, JAMES	1,600.00
11/07/14	WELTI, ANDREW	52.50
11/07/14	WELLENS, MOLLY	1,765.18
11/07/14	BARTZ, BAYLEE	65.00
11/07/14	BJORK, BRANDON	140.25
11/07/14	BRENEMAN, NEIL	2,483.78

11/07/14	CLINE, ABBY	353.50
11/07/14	GORACKI, GERALD	114.56
11/07/14	KONG, KATELYNE	40.00
11/07/14	LOPEZ, ANGELA	65.00
11/07/14	ROBBINS, AUDRA	3,473.33
11/07/14	ROBBINS, CAMDEN	275.00
11/07/14	RUSS, KAYLA	85.00
11/07/14	TAYLOR, JAMES	3,149.54
11/07/14	VUKICH, CANDACE	473.00
11/07/14	ADAMS, DAVID	2,377.52
11/07/14	HAAG, MARK	2,459.41
11/07/14	ORE, JORDAN	1,765.79
11/07/14	SCHULTZ, SCOTT	3,626.97
11/07/14	WILBER, JEFFREY	1,881.47
11/07/14	EVANS, CHRISTINE	1,946.40
11/07/14	GLASS, JEAN	2,216.16
11/07/14	HOFMEISTER, MARY	1,172.16
11/07/14	KELLEY, CAITLIN	1,427.71
11/07/14	KULHANEK-DIONNE, ANN	681.76
11/07/14	MILLER, KAREN	217.50
11/07/14	PELOQUIN, PENNYE	629.49
11/07/14	RUZICHKA, JANICE	250.00
11/07/14	SKRYPEK, JOSHUA	363.00
11/07/14	SMITH, CORTNEY	369.75
11/07/14	ST SAUVER, CRAIG	389.52
11/07/14	STAHLMANN, ELLEN	248.88
11/07/14	VUE, LOR PAO	51.71
11/07/14	AICHELE, MEGAN	99.44
11/07/14	AKEY, SHELLEY	54.76
11/07/14	ANDERSON, JOSHUA	674.50
11/07/14	BAETZOLD, CLAIRE	68.41
11/07/14	BAUDE, SARAH	65.62
11/07/14	BEAR, AMANDA	178.50
11/07/14	BERGLUND, ERIK	49.20
11/07/14	BESTER, MICHAEL	151.14
11/07/14	BLOEMENDAL, AMY	204.50
11/07/14	BUCKLEY, BRITTANY	359.14
11/07/14	BUTLER, ANGELA	36.50
11/07/14	CAMPESINO, ANA-SOFIA	63.00
11/07/14	CLARK, PAMELA	64.35
11/07/14	CORCORAN, JOSHUA	159.69
11/07/14	CRANDALL, ALYSSA	116.24
11/07/14	CRANDALL, KRISTA	101.14
11/07/14	DEMPSEY, BETH	204.00
11/07/14	DUCHARME, DANIELLE	108.00
11/07/14	DUNN, RYAN	539.24
11/07/14	EKSTRAND, TAMERA	270.00
11/07/14	EPLAND, PETER	107.00
11/07/14	ERICKSON-CLARK, CAROL	37.50
11/07/14	FARRELL, DANIEL	202.23
11/07/14	FONTAINE, KIM	733.00
11/07/14	FREDRICKS, MARTHA	36.00
11/07/14	GRAY, SOPHIE	28.28
11/07/14	GRUENHAGEN, LINDA	115.43

11/07/14	GUSTAFSON, BRENDA	321.00
11/07/14	HAASCH, ANGELA	61.75
11/07/14	HAGSTROM, EMILY	85.20
11/07/14	HANSEN, HANNAH	106.24
11/07/14	HASSAN, KIANA	190.02
11/07/14	HOLMBERG, LADONNA	102.50
11/07/14	HORWATH, RONALD	3,000.03
11/07/14	HUNTLEY, NATALIE	89.76
11/07/14	IACARELLA-FUDALI, BARBARA	91.00
11/07/14	JOHNSON, BARBARA	448.80
11/07/14	JOHNSON, MICHELLE	123.62
11/07/14	KEMP, MAYA	10.94
11/07/14	KOHLER, ROCHELLE	51.56
11/07/14	KOLLER, NINA	287.25
11/07/14	LAMEYER, BRENT	111.30
11/07/14	LAMEYER, ZACHARY	433.13
11/07/14	LAMSON, ELIANA	27.38
11/07/14	LARSON, KIRA	160.00
11/07/14	LY, RASSACIN	80.00
11/07/14	MASON, AMY	166.65
11/07/14	MCCOMAS, LEAH	150.50
11/07/14	MCCORMACK, HANNAH	10.06
11/07/14	MCKILLOP, AMANDA	29.26
11/07/14	MILLER, MELISSA	7.00
11/07/14	MONGE, NOAH	68.00
11/07/14	MUSKAT, JULIE	148.70
11/07/14	NITZ, CARA	440.30
11/07/14	OHS, CYNTHIA	162.75
11/07/14	PROESCH, ANDY	175.00
11/07/14	RANEY, COURTNEY	977.90
11/07/14	RAU, COLE	85.05
11/07/14	REHLING-ANDERSON, LORIE	356.50
11/07/14	RENTSTROM, KEVIN	128.50
11/07/14	RESENDIZ, LORI	2,597.77
11/07/14	RHYNER, ALEXANDER	14.88
11/07/14	RICHTER, DANIEL	114.90
11/07/14	ROLLERSON, TERRANCE	60.76
11/07/14	ROSAND, WALKER	64.00
11/07/14	SCHERER, KATHLENE	50.50
11/07/14	SCHMIDT, VICTORIA	32.00
11/07/14	SCHREIER, ABIGAIL	158.59
11/07/14	SCHREIER, ROSEMARIE	196.75
11/07/14	SMITH, ANN	124.80
11/07/14	SMITH, JEROME	74.50
11/07/14	SMITLEY, SHARON	339.94
11/07/14	SYME, LAUREN	183.26
11/07/14	TREPANIER, TODD	209.26
11/07/14	TRUONG, CHAU	46.00
11/07/14	TUPY, HEIDE	46.30
11/07/14	TUPY, MARCUS	96.00
11/07/14	WARNER, CAROLYN	213.22
11/07/14	YANG, JUDY	156.00
11/07/14	YUNKER, JOSEPH	23.25
11/07/14	BOSLEY, CAROL	92.25

	11/07/14	FRANZMEIER, EILEEN	146.63
	11/07/14	LANGER, CHELSEA	106.00
	11/07/14	WISTL, MOLLY	333.50
	11/07/14	AUSTIN, CATHERINE	152.00
	11/07/14	BOWMAN, CHRIS	128.00
	11/07/14	CRAWFORD, SHAWN	503.13
	11/07/14	DOUGLASS, TOM	2,202.11
	11/07/14	INDA, ANTHONY	152.00
	11/07/14	KRECH, ELAINE	655.50
	11/07/14	LOONEY, RAYJEANIA	136.00
	11/07/14	MAIDMENT, COLIN	669.00
	11/07/14	MALONEY, SHAUNA	127.50
	11/07/14	NESVACIL, BRENNAN	80.00
	11/07/14	PRINS, KELLY	1,888.99
	11/07/14	REILLY, MICHAEL	2,022.49
	11/07/14	STEFFEN, MICHAEL	102.00
	11/07/14	PRIEM, STEVEN	2,520.89
	11/07/14	WOEHRLE, MATTHEW	2,306.71
	11/07/14	XIONG, BOON	1,544.99
	11/07/14	BERGO, CHAD	2,824.09
	11/07/14	FOWLDS, MYCHAL	4,189.58
	11/07/14	FRANZEN, NICHOLAS	2,988.47
	11/07/14	KREGER, JASON	2,353.80
9993572	10/28/14	RUSS, KAYLA	68.00
9993585	11/07/14	GREER, MADELINE	39.00
9993586	11/07/14	LARSON, MARIAH	116.88
9993587	11/07/14	SWIECH, TAYLOR	65.00
9993588	11/07/14	WESTEMEIER, EMILY	39.00
9993589	11/07/14	MADSEN, JEFFREY	75.00
9993590	11/07/14	O'BRIEN, ELIZABETH	42.75
9993591	11/07/14	VANG, XEE	110.50
			547,453.29

MEMORANDUM

TO: Melinda Coleman, City Manager

FROM: Shann Finwall, AICP, Environmental Planner

DATE: November 19, 2014

SUBJECT: Approval of a Memorandum of Understanding for the Great Plains Institute Grant for Commercial/Industrial Energy Efficiency Project

Introduction

Maplewood adopted a Green Building Code in 2013. The Code provisions exceed state energy codes and provide green building standards that will reduce the negative impacts of the built environment on the natural environment. The Code applies to City owned and financed buildings and outlines a future incentive plan for private property owners choosing voluntary commitment to the Code.

Background

In 2014, City staff participated in a “Leadership Group on Commercial Energy Competitiveness” group facilitated by the Great Plains Institute. Participants in the group explored opportunities for local governments to remove barriers to energy saving in commercial and industrial buildings in their communities. At the conclusion of the project, staff applied for and the City was selected to receive a \$5,000 grant to implement the Commercial/Industrial Energy Efficiency Project (Green Building Code Incentive Program). The City of Maplewood’s grant application was accepted because it has the potential to advance opportunities for commercial and industrial energy savings and serve as a model for other communities.

Discussion

The \$5,000 grant funds will be used to support the establishment of a Green Building Code Incentive Program. The work plan includes:

- Education and outreach on the City’s Green Building Code and opportunities for energy efficiency
- Energy recommissioning studies or energy audits on commercial or industrial buildings
- Implementation of energy efficiency improvements on commercial or industrial buildings
- Disclosure of energy use performance in participating buildings
- Authorizing property assessed clean energy financing

Budget Impact

The \$5,000 grant will be forwarded to the City within 30 days of the execution of the attached MOU. No matching funds are required as part of the grant award.

Recommendation

Approve the attached Memorandum of Understanding (Attachment 1). The Memorandum of Understanding stipulates the funding arrangements between the City of Maplewood and the Great Plains Institute Grant for a \$5,000 grant for the Commercial/Industrial Energy Efficiency Project (Green Building Code Incentive Program).

Attachments

1. Memorandum of Understanding for the Great Plains Institute Grant for Commercial/Industrial Energy Efficiency Project (Green Building Code Incentive Program)



**GREAT PLAINS
INSTITUTE**

Better Energy.
Better World.

Memorandum of Understanding

Between: City of Maplewood
 And: Great Plains Institute
 RE: **Grant for Commercial / Industrial Energy Efficiency Project**
 Date: November 17, 2014

This Memorandum of Understanding (MOU) stipulates the funding arrangements between the City of Maplewood and the Great Plains Institute (GPI). This MOU is in effect starting December 1, 2014 and ends December 31, 2015. The MOU may be cancelled by either party with 30 days written notice, sent by mail to the principal place of business.

Background

In 2014, staff members from the City of Maplewood participated in a “Leadership Group on Commercial Energy Competitiveness” facilitated by the Great Plains Institute. Participants in the group explored opportunities for local governments to remove barriers to energy saving in commercial and industrial buildings in their communities. At the conclusion of the project, City of Maplewood staff participants applied for, and were selected, to receive a \$5,000 grant to implement a project that has the potential to advance opportunities for commercial and industrial energy savings and serve as a model for other communities. This MOU describes the eligible uses of the funding and key terms of the agreement.

Scope of Work

In accordance with the City of Maplewood’s proposal, the City will use grant funds to support the establishment of a Green Building Code Incentive Program. The work plan includes:

- Education and outreach on the City’s Green Building Code and opportunities for energy efficiency
- Energy recommissioning studies or energy audits on commercial or industrial buildings
- Implementation of energy efficiency improvements on commercial or industrial buildings
- Disclosure of energy use performance in participating buildings
- Authorizing property assessed clean energy financing

Where feasible and appropriate, the City of Maplewood will build on existing resources to support energy savings in commercial and industrial buildings. This includes information about existing financing, rebates, and technical assistance.

Scope of Work Amendments

Requests to amend the above scope of work for this grant should be discussed with the Great Plains Institute and approved in writing.

Eligible Expenses

The City of Maplewood may use grant funds to support a revolving and continual incentive program for:

- Commercial and industrial building recommissioning studies or energy audits
- Energy efficiency improvements in existing commercial/industrial buildings

Grant funds may not be used as a non-revolving grant or rebate incentive.

Dissemination of Project Results

The City of Maplewood agrees to share project updates and findings with the Great Plains Institute, including results from building recommissioning, energy audits, benchmarking, energy savings from efficiency improvements, and materials developed as part of the project. The City of Maplewood further authorizes the Great Plains Institute to disseminate project findings and results in any format (such as a website, printed case study, presentations, workshops, webinars, etc.).

Cost and Billing Process

1. The City of Maplewood shall submit an invoice to eschroeder@gpisd.net for the full amount upon execution of this document.
2. The amount will be payable on Net 30 terms.

Melinda Coleman, City Manager Date

Authorized GPI Representative Date

MEMORANDUM

TO: Melinda Coleman, City Manager
FROM: Michael Martin, AICP, Planner
DATE: November 18, 2014
SUBJECT: Approval of a Memorandum of Understanding (MOU) with Sherman Associates for the Livable Communities Program Grant

Introduction

Sherman Associates has created a limited liability company (LLC) called Maplewood Acquisition LLC which will be carrying out the redevelopment of the Maplewood Bowl property. Sherman Associates has requested the city approve a memorandum of understanding (MOU) between the city and Maplewood Acquisition LLC.

Background

On January 22, 2014, the Metropolitan Council approved a livable communities demonstration account (LCDA) grant request for the city of Maplewood for \$1,900,000. This grant money will be used for public infrastructure improvements along Frost Avenue and will assist with the purchase of the Maplewood Bowl site.

On April 14, 2014, the city council approved a grant agreement between the city and the Metropolitan Council.

Discussion

Of the \$1,900,000 grant the Metropolitan Council awarded to the city, \$1,000,000 was designated for Sherman Associates to use towards the acquisition of the Maplewood Bowl property. The purpose of the MOU is to articulate the responsibilities of the city and Maplewood Acquisition LLC (Sherman) in regards to the implementation of a grant awarded to the city by the Metropolitan Council through the Livable Communities Program for the Maplewood Bowl redevelopment project. Nothing in the MOU shall be construed as altering the terms and conditions of the grant agreement between the city and the Metropolitan Council.

Budget Impact

Agreeing to the terms of the MOU has no impact on the city's budget.

Recommendation

Authorize the city manager to sign the attached MOU between the city and Maplewood Acquisition LLC.

Attachments

1. Memorandum of Understanding

MEMORANDUM OF UNDERSTANDING
BETWEEN
CITY OF MAPLEWOOD, MINNESOTA
AND MAPLEWOOD ACQUISITION LLC

This MEMORANDUM OF UNDERSTANDING is hereby made and entered into by and between the City of Maplewood (“the City”), and Maplewood Acquisition LLC, a Minnesota limited liability company (“Acquisition LLC”).

A. PURPOSE

1. The purpose of this MOU is to articulate the responsibilities of the City and Acquisition LLC in regards to the implementation of a grant awarded to the City by the Metropolitan Council through the Livable Communities Program for the Villages at Frost-English redevelopment project. Nothing in this agreement shall be construed as altering the terms and conditions of the grant.

B. THE CITY OF MAPLEWOOD SHALL:

1. Pass through grant funding awarded to the City from the Metropolitan Council’s Livable Communities Demonstration Account (LCDA) in the amount of \$1,000,000 to Acquisition LLC pursuant to the terms of the grant.

C. ACQUISITION LLC SHALL:

1. Undertake the scope of work identified in the LCDA Grant Agreement (Exhibit A).
2. Be responsible to provide required project matching funds for the LCDA grant.
3. Comply with all applicable state and federal laws and the agreement entered into by the City and the Metropolitan Council specific to the LCDA grant.
4. Prepare payment request forms and provide all back up documentation as required by the Metropolitan Council for submittal by the City.
5. Prepare required LCDA grant annual report, final report, and certificate of expenditures, pursuant to Metropolitan Council requirements for submittal by the City.
6. Provide copies of documents and reports created or obtained in the course of undertaking the work set forth in the grants, upon request from the City.
7. Submit a written explanation to the City if LCDA grant funds cannot be expended within the timeframe of the Grant Agreement.

D. BOTH PARTIES SHALL:

1. **MODIFICATION.** Modifications within the scope of the instrument shall be made by mutual consent of the parties, by the issuance of a written modification, signed and dated by all parties, prior to any changes being performed.
2. **PARTICIPATION IN SIMILAR ACTIVITIES.** This instrument in no way restricts Acquisition LLC from participating in similar activities with other public or private agencies, organizations, and individuals.
3. **TERMINATION.** Either party may terminate this agreement upon written notice if the grant is terminated or otherwise as provided in any Development Agreement entered into between the City and Acquisition LLC, or an affiliate of Acquisition LLC.
4. **COMMENCEMENT/EXPIRATION DATE.** This instrument is executed as of the date of last signature and is effective through December 31, 2016, at which time it will expire unless extended.
5. **RESTRICTIONS ON LOANS TO SUBRECIPIENTS.** Acquisition LLC shall not use the grant funds for loans to any subrecipient at any tier unless the City obtains the prior written consent of the Metropolitan Council.

[The remainder of this page is left blank intentionally.
Signature page follows.]

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the last written date below.

MAPLEWOOD ACQUISITION LLC

CITY OF MAPLEWOOD

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

EXHIBIT A
TO
MEMORANDUM OF UNDERSTANDING
BETWEEN
CITY OF MAPLEWOOD, MINNESOTA
AND MAPLEWOOD ACQUISITION LLC

LCDA Grant Agreement

(See Attached)

**DEMONSTRATION ACCOUNT
DEVELOPMENT GRANT PROGRAM**

GRANTEE: City of Maplewood		GRANT NO. SG013-165	
PROJECT: Villages at Frost and English			
GRANT AMOUNT: \$1,900,000	FUNDING CYCLE: 2013		
COUNCIL ACTION: January 22, 2014	EXPIRATION DATE: December 31, 2016		

**METROPOLITAN LIVABLE COMMUNITIES ACT
GRANT AGREEMENT**

THIS GRANT AGREEMENT (“Agreement”) is made and entered into by the Metropolitan Council (“Council”) and the Municipality, County or Development Authority identified above as “Grantee.”

WHEREAS, Minnesota Statutes section 473.251 creates the Metropolitan Livable Communities Fund, the uses of which fund must be consistent with and promote the purposes of the Metropolitan Livable Communities Act (“LCA”) and the policies of the Council’s Metropolitan Development Guide; and

WHEREAS, Minnesota Statutes sections 473.251 and 473.253 establish within the Metropolitan Livable Communities Fund a Livable Communities Demonstration Account and require the Council to use the funds in the account to make grants or loans to municipalities participating in the Local Housing Incentives Program under Minnesota Statutes section 473.254 or to Counties or Development Authorities to fund the initiatives specified in Minnesota Statutes section 473.25(b) in Participating Municipalities; and

WHEREAS, the Grantee is a Municipality participating in the Local Housing Incentives Account program under Minnesota Statutes section 473.254, a County or a Development Authority; and

WHEREAS, the Grantee seeks funding in connection with an application for Livable Communities Demonstration Account grant program funds submitted in response to the Council’s notice of availability of grant funds for the “Funding Cycle” identified above and will use the grant funds made available under this Agreement to help fund the “Project” identified in the application; and

WHEREAS, the Council awarded Livable Communities Demonstration Account grant program funds to the Grantee subject to any terms, conditions and clarifications stated in its Council Action, and with the understanding that the Project identified in the application will proceed to completion in a timely manner, all grant funds will be expended prior to the “Expiration Date” identified above and Project construction will have “commenced” before the Expiration Date.

NOW THEREFORE, in reliance on the above statements and in consideration of the mutual promises and covenants contained in this Agreement, the Grantee and the Council agree as follows:

I. DEFINITIONS

1.01. Definition of Terms. The terms defined in this section have the meanings given them in this section unless otherwise provided or indicated by the context.

- (a) **Commenced.** For the purposes of Sections 2.08 and 4.03, “commenced” means significant physical improvements have occurred in furtherance of the Project (e.g., a foundation is being constructed or other tangible work on a structure has been initiated). In the absence of significant physical improvements, visible staking, engineering, land surveying, soil testing, cleanup site investigation, or pollution cleanup activities are not evidence of Project commencement for the purposes of this Agreement.
- (b) **Council Action.** “Council Action” means the action or decision of the governing body of the Metropolitan Council, on the meeting date identified at Page 1 of this Agreement, by which the Grantee was awarded Livable Communities Demonstration Account funds.
- (c) **County.** “County” means Anoka, Carver, Dakota, Hennepin, Ramsey, Scott and Washington Counties.
- (d) **Development Authority.** “Development Authority” means a statutory or home rule charter city, a housing and redevelopment authority, an economic development authority, or a port authority in the Metropolitan Area.
- (e) **Metropolitan Area.** “Metropolitan Area” means the seven-county metropolitan area as defined by Minnesota Statutes section 473.121, subdivision 2.
- (f) **Municipality.** “Municipality” means a statutory or home rule charter city or town participating in the Local Housing Incentives Account Program under Minnesota Statutes section 473.254.
- (g) **Participating Municipality.** “Participating Municipality” means a statutory or home rule charter city or town which has elected to participate in the Local Housing Incentive Account program and negotiated affordable and life-cycle housing goals for the Municipality pursuant to Minnesota Statutes section 473.254.
- (h) **Project.** Unless clearly indicated otherwise by the context of a specific provision in this Agreement, “Project” means the development or redevelopment project identified in the application for Demonstration Account funds for which grant funds were requested that through its design and execution will deliver benefits such as housing, connections, and jobs to the region. Grant-funded activities typically are components of the Project.

II. GRANT FUNDS

2.01. Source of Funds. The grant funds made available to the Grantee under this Agreement are from the Livable Communities Demonstration Account of the Metropolitan Livable Communities Fund. The grant funds are derived from the property tax authorized by Minnesota Statutes section 473.253, subdivision 1 and are not from federal sources.

2.02 Total Grant Amount. The Council will grant to the Grantee the “Grant Amount” identified at Page 1 of this Agreement. Notwithstanding any other provision of this Agreement, the Grantee understands and agrees that any reduction or termination of Livable Communities Demonstration Account grant funds made available to the Council may result in a like reduction in the Grant Amount made available to the Grantee.

2.03. Authorized Use of Grant Funds. The Grant Amount made available to the Grantee under this Agreement shall be used only for the purposes and activities described in the application for Livable Communities Demonstration Account grant funds. A Project summary that describes eligible uses of the grant funds as approved by the Council is attached to and incorporated into this Agreement as Attachment A. Aerial photography or drawings that identify the specific location(s) within the Project boundaries for which grant funds must be used is attached to and incorporated into this Agreement as Attachment B. Grant funds must be used to fund the initiatives specified in Minnesota Statutes section 473.25(b), in a Participating Municipality.

2.04. Ineligible Uses. Grant funds must be used for costs directly associated with the specific proposed Project activities and shall not be used for “soft costs” such as: administrative overhead; travel expenses; legal fees; insurance; bonds; permits, licenses or authorization fees; costs associated with preparing other grant proposals; operating expenses; planning costs, including comprehensive planning costs; and prorated lease and salary costs. Grant funds may not be used for costs of Project activities that occurred prior to the grant award. A detailed list of ineligible and eligible costs is available from the Council’s Livable Communities program office. Grant funds also shall not be used by the Grantee or others to supplant or replace: (a) grant or loan funds obtained for the Project from other sources; or (b) Grantee contributions to the Project, including financial assistance, real property or other resources of the Grantee. The Council shall bear no responsibility for cost overruns which may be incurred by the Grantee or others in the implementation or performance of the Project activities. The Grantee agrees to comply with any “business subsidy” requirements of Minnesota Statutes sections 116J.993 to 116J.995 that apply to the Grantee’s expenditures or uses of the grant funds.

2.05. Loans for Low-Income Housing Tax Credit Projects. If consistent with the application and the Project activities described or identified in Attachments A and B or if requested in writing by the Grantee, the Grantee may structure the grant assistance to the Project as a loan so the Project Owner can take advantage of federal and state low-income housing tax credit programs. The Grantee may use the grant funds as a loan for a low-income housing tax credit project, subject to the terms and conditions stated in Sections 2.03 and 2.04 and the following additional terms and conditions:

- (a) The Grantee covenants and represents to the Council that the Project is a rental housing project that received or will receive an award of low-income housing tax credits under

**DEMONSTRATION ACCOUNT
DEVELOPMENT GRANT PROGRAM**

G3, Attachment 1

Section 42 of the Internal Revenue Code of 1986, as amended, and the low-income housing tax credit program administered by the Minnesota Housing Finance Agency.

- (b) The Grantee will execute a loan agreement with the Project Owner. Prior to disbursing any grant funds for the Project, the Grantee will provide to the Council a copy of the loan agreement between the Grantee and the Project Owner.
- (c) The Grantee will submit annual written reports to the Council that certify: (1) the grant funds continue to be used for the Project for which the grant funds were awarded; and (2) the Project is a "qualified low-income housing project" under Section 42 of the Internal Revenue Code of 1986, as amended. This annual reporting requirement is in addition to the reporting requirements stated in Section 3.03. Notwithstanding the Expiration Date identified at Page 1 of this Agreement and referenced in Section 4.01, the Grantee will submit the annual certification reports during the initial "compliance period" and any "extended use period," or until such time as the Council terminates this annual reporting requirement by written notice to the Grantee.
- (d) The grant funds made available to the Grantee and disbursed to the Project Owner by the Grantee in the form of a loan may be used only for the grant-eligible activities and Project components for which the Grantee was awarded the grant funds. For the purposes of this Agreement, the term "Project Owner" means the current Project Owner and any Project Owner successor(s).
- (e) Pursuant to Section 2.04, the grant funds made available to the Grantee and disbursed to the Project Owner in the form of a loan shall not be used by the Grantee, the Project Owner or others to supplant or replace: (1) grant or loan funds obtained for the Project from other sources; or (2) Grantee contributions to the Project, including financial assistance, real property or other resources of the Grantee. The Council will not make the grant funds available to the Grantee in a lump sum payment, but will disburse the grant funds to the Grantee on a reimbursement basis pursuant to Section 2.11.
- (f) By executing this Agreement, the Grantee: (1) acknowledges that the Council expects the loan will be repaid so the grant funds may be used to help fund other activities consistent with the requirements of the Metropolitan Livable Communities Act; (2) covenants, represents and warrants to the Council that the Grantee's loan to the Project Owner will meet all applicable low-income housing tax credit program requirements under Section 42 of the Internal Revenue Code of 1986, as amended (the "Code"), and the low-income housing tax credit program administered by the Minnesota Housing Finance Agency; and (3) agrees to administer its loan to the Project Owner consistent with federal and state low-income housing tax credit program requirements.
- (g) The Grantee will, at its own expense, use diligent efforts to recover loan proceeds: (1) when the Project Owner becomes obligated to repay the Grantee's loan or defaults on the Grantee's loan; (2) when the initial thirty-year "compliance period" expires, unless the Council agrees in writing that the Grantee may make the grant funds available as a loan to the Project Owner for an "extended use period"; and (3) if noncompliance with low-income housing tax credit program requirements or some other event triggers the Project Owner's repayment obligations

under its loan agreement with the Grantee. The Grantee must repay to the Council all loan repayment amounts the Grantee receives from the Project Owner. The Grantee shall not be obligated to repay the grant funds to the Council except to the extent the Project Owner repays its loan to the Grantee, provided the Grantee has exercised the reasonable degree of diligence and used administrative and legal remedies a reasonable and prudent public housing agency would use to obtain payment on a loan, taking into consideration (if applicable) the subordinated nature of the loan. At its discretion, the Council may: (1) permit the Grantee to use the loan repayment from the Project Owner to continue supporting affordable housing components of the Project; or (2) require the Grantee to remit the grant funds to the Council.

- (h) If the Grantee earns any interest or other income from its loan agreement with the Project Owner, the Grantee will: (1) use the interest earnings or income only for the purposes of implementing the Project activities for which the grant was awarded; or (2) remit the interest earnings or income to the Council. The Grantee is not obligated to earn any interest or other income from its loan agreement with the Project Owner, except to the extent required by any applicable law.

2.06. Revolving Loans. If consistent with the application and the Project summary or if requested in writing by the Grantee, the Grantee may use the grant funds to make deferred loans (loans made without interest or periodic payments), revolving loans (loans made with interest and periodic payments) or otherwise make the grant funds available on a “revolving” basis for the purposes of implementing the Project activities described or identified in Attachments A and B. The Grantee will submit annual written reports to the Council that report on the uses of the grant funds. The form and content of the report will be determined by the Council. This annual reporting requirement is in addition to the reporting requirements stated in Section 3.03. Notwithstanding the Expiration Date identified at Page 1 of this Agreement and referenced in Section 4.01, the Grantee will submit the annual reports until the deferred or revolving loan programs terminate, or until such time as the Council terminates this annual reporting requirement by written notice to the Grantee. At its discretion, the Council may: (1) permit the Grantee to use loan repayments to continue supporting affordable housing components of the Project; or (2) require the Grantee to remit the grant funds to the Council.

2.07. Restrictions on Loans to Subrecipients. The Grantee shall not permit any subgrantee or subrecipient to use the grant funds for loans to any subrecipient at any tier unless the Grantee obtains the prior written consent of the Council. The requirements of this Section 2.07 shall be included in all subgrant and subrecipient agreements.

2.08. Project Commencement and Changes. The Project for which grant funds were requested must be “commenced” prior to the Expiration Date. The Grantee must promptly inform the Council in writing of any significant changes to the Project for which the grant funds were awarded, as well as any potential changes to the grant-funded activities described or identified in Attachments A and B. Failure to inform the Council of any significant changes to the Project or significant changes to grant-funded components of the Project, and use of grant funds for ineligible or unauthorized purposes, will jeopardize the Grantee’s eligibility for future LCA awards. Grant funds will not be disbursed prior to Council approval of significant changes to either the Project or grant-funded activities described or identified in Attachments A and B.

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2.09. Budget Variance. A variance of twenty percent (20%) in the budget amounts for grant-funded activities described or identified in Attachments A and B shall be considered acceptable without Council approval, provided no budget amount for any individual grant-funded activity may be increased or decreased by more than twenty percent (20%) from the budget amount identified in Attachment A. Budget variances for any individual grant-funded activity described or identified in Attachments A and B exceeding twenty percent (20%) will require Council approval. Notwithstanding the aggregate or net effect of any variances, the Council's obligation to provide grant funds under this Agreement shall not exceed the Grant Amount identified at Page 1 of this Agreement.

2.10. Loss of Grant Funds. The Grantee agrees to remit to the Council in a prompt manner: any unspent grant funds, including any grant funds that are not expended prior to the Expiration Date identified at Page 1 of this Agreement; any grant funds that are not used for the authorized purposes; and any interest earnings described in Section 2.12 that are not used for the purposes of implementing the grant-funded Project activities described or identified in Attachments A and B. For the purposes of this Agreement, grant funds are "expended" prior to the Expiration Date if the Grantee pays or is obligated to pay for expenses of eligible grant-funded Project activities that occurred prior to the Expiration Date and the eligible expenses were incurred prior to the Expiration Date. Unspent or unused grant funds and other funds remitted to the Council shall revert to the Council's Livable Communities Demonstration Account for distribution through application processes in future Funding Cycles or as otherwise permitted by law.

2.11. Payment Request Forms, Documentation, and Disbursements. The Council will disburse grant funds in response to written payment requests submitted by the Grantee and reviewed and approved by the Council's authorized agent. Written payment requests shall be made using payment request forms, the form and content of which will be determined by the Council. Payment request and other reporting forms will be provided to the Grantee by the Council. Payment requests must include the following documentation:

Consultant/contractor invoices showing the time period covered by the invoice; the specific grant-funded Project activities conducted or completed during the authorized time period within which eligible costs may be incurred; and documentation supporting expenses including subcontractor and consultant invoices showing unit rates and quantities. Subcontractor markups shall not exceed ten percent (10%).

The Council will disburse grant funds on a reimbursement basis or a "cost incurred" basis. The Grantee must provide with its written payment requests documentation that shows grant-funded Project activities actually have been completed. Subject to verification of each payment request form (and the required documentation) and approval for consistency with this Agreement, the Council will disburse a requested amount to the Grantee within two (2) weeks after receipt of a properly completed and verified payment request form.

2.12. Interest Earnings. If the Grantee earns any interest or other income from the grant funds received from the Council under this Agreement, the Grantee will use the interest earnings or income only for the purposes of implementing the Project activities described or identified in Attachments A and B.

2.13. Effect of Grant. Issuance of this grant neither implies any Council responsibility for contamination, if any, at the Project site nor imposes any obligation on the Council to participate in any pollution cleanup of the Project site if such cleanup is undertaken or required.

III. ACCOUNTING, AUDIT AND REPORT REQUIREMENTS

3.01. Accounting and Records. The Grantee agrees to establish and maintain accurate and complete accounts and records relating to the receipt and expenditure of all grant funds received from the Council. Notwithstanding the expiration and termination provisions of Sections 4.01 and 4.02, such accounts and records shall be kept and maintained by the Grantee for a period of six (6) years following the completion of the Project activities described or identified in Attachments A and B or six (6) years following the expenditure of the grant funds, whichever occurs earlier. Accounting methods shall be in accordance with generally accepted accounting principles.

3.02. Audits. The above accounts and records of the Grantee shall be audited in the same manner as all other accounts and records of the Grantee are audited and may be audited or inspected on the Grantee's premises or otherwise by individuals or organizations designated and authorized by the Council at any time, following reasonable notification to the Grantee, for a period of six (6) years following the completion of the Project activities or six (6) years following the expenditure of the grant funds, whichever occurs earlier. Pursuant to Minnesota Statutes section 16C.05, subdivision 5, the books, records, documents and accounting procedures and practices of the Grantee that are relevant to this Agreement are subject to examination by the Council and either the Legislative Auditor or the State Auditor, as appropriate, for a minimum of six (6) years.

3.03. Report Requirements. The Grantee will report to the Council on the status of the Project activities described or identified in Attachments A and B and the expenditures of the grant funds. Submission of properly completed payment request forms (with proper documentation) required under Section 2.11 will constitute periodic status reports. The Grantee also must complete and submit to the Council a grant activity closeout report. The closeout report form must be submitted within 120 days after the expiration or termination of this Agreement, whichever occurs earlier. Within 120 days after the Expiration Date, the Grantee must complete and submit to the Council a certification of expenditures of funds form signed by the Grantee's chief financial officer or finance director. The form and content of the closeout report and the certification form will be determined by the Council. These reporting requirements and the reporting requirements of Sections 2.05 and 2.06 shall survive the expiration or termination of this Agreement.

3.04. Environmental Site Assessment. The Grantee represents that a Phase I Environmental Site Assessment or other environmental review has been or will be carried out, if such environmental assessment or review is appropriate for the scope and nature of the Project activities funded by this grant, and that any environmental issues have been or will be adequately addressed.

IV. AGREEMENT TERM

4.01. Term. This Agreement is effective upon execution of the Agreement by the Council. Unless terminated pursuant to Section 4.02, this Agreement expires on the "Expiration Date" identified at Page 1 of this Agreement. **ALL GRANT FUNDS NOT EXPENDED BY THE GRANTEE PRIOR TO THE EXPIRATION DATE SHALL REVERT TO THE COUNCIL.**

4.02. Termination. This Agreement may be terminated by the Council for cause at any time upon fourteen (14) calendar days' written notice to the Grantee. Cause shall mean a material breach of this Agreement and any amendments of this Agreement. If this Agreement is terminated prior to the Expiration Date, the Grantee shall receive payment on a pro rata basis for eligible Project activities described or identified in Attachments A and B that have been completed prior to the termination. Termination of this Agreement does not alter the Council's authority to recover grant funds on the basis of a later audit or other review, and does not alter the Grantee's obligation to return any grant funds due to the Council as a result of later audits or corrections. If the Council determines the Grantee has failed to comply with the terms and conditions of this Agreement and the applicable provisions of the Metropolitan Livable Communities Act, the Council may take any action to protect the Council's interests and may refuse to disburse additional grant funds and may require the Grantee to return all or part of the grant funds already disbursed.

4.03. Amendments and Extension. The Council and the Grantee may amend this Agreement by mutual agreement. Amendments or an extension of this Agreement shall be effective only on the execution of written amendments signed by authorized representatives of the Council and the Grantee. If the Grantee needs additional time within which to complete grant-funded activities and commence the Project, the Grantee must submit to the Council **AT LEAST NINETY (90) CALENDAR DAYS PRIOR TO THE EXPIRATION DATE**, a resolution of the Grantee's governing body requesting the extension and a written extension request. The form and content of the written extension request and instructions for requesting an extension are available online at: <http://www.metrocouncil.org>. **THE EXPIRATION DATE MAY BE EXTENDED, BUT THE PERIOD OF ANY EXTENSION(S) SHALL NOT EXCEED TWO (2) YEARS BEYOND THE ORIGINAL EXPIRATION DATE IDENTIFIED AT PAGE 1 OF THIS AGREEMENT.**

V. GENERAL PROVISIONS

5.01. Equal Opportunity. The Grantee agrees it will not discriminate against any employee or applicant for employment because of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, membership or activity in a local civil rights commission, disability, sexual orientation or age and will take affirmative action to insure applicants and employees are treated equally with respect to all aspects of employment, rates of pay and other forms of compensation, and selection for training.

5.02. Conflict of Interest. The members, officers and employees of the Grantee shall comply with all applicable state statutory and regulatory conflict of interest laws and provisions.

5.03. Liability. Subject to the limitations provided in Minnesota Statutes chapter 466, to the fullest extent permitted by law, the Grantee shall defend, indemnify and hold harmless the Council and its members, employees and agents from and against all claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of or resulting from the conduct or implementation of the Project activities funded by this grant, except to the extent the claims, damages, losses and expenses arise from the Council's own negligence. Claims included in this indemnification include, without limitation, any claims asserted pursuant to the Minnesota Environmental Response and Liability Act (MERLA), Minnesota Statutes chapter 115B, the federal Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (CERCLA) as

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amended, United States Code, title 42, sections 9601 *et seq.*, and the federal Resource Conservation and Recovery Act of 1976 (RCRA) as amended, United States Code, title 42, sections 6901 *et seq.* This obligation shall not be construed to negate, abridge or otherwise reduce any other right or obligation of indemnity which otherwise would exist between the Council and the Grantee. The provisions of this section shall survive the expiration or termination of this Agreement. This indemnification shall not be construed as a waiver on the part of either the Grantee or the Council of any immunities or limits on liability provided by Minnesota Statutes chapter 466, or other applicable state or federal law.

5.04. Acknowledgments and Signage. The Grantee will acknowledge the financial assistance provided by the Council in promotional materials, press releases, reports and publications relating to the Project. The acknowledgment will contain the following or comparable language:

*Financing for this project was provided by the Metropolitan
Council Metropolitan Livable Communities Fund.*

Until the Project is completed, the Grantee shall ensure the above acknowledgment language, or alternative language approved by the Council's authorized agent, is included on all signs (if any) located at Project or construction sites that identify Project funding partners or entities providing financial support for the Project. The acknowledgment and signage should refer to the "Metropolitan Council" (not "Met Council" or "Metro Council").

5.05. Permits, Bonds and Approvals. The Council assumes no responsibility for obtaining any applicable local, state or federal licenses, permits, bonds, authorizations or approvals necessary to perform or complete the Project activities described or identified in Attachments A and B. The Grantee and its developer(s), if any, must comply with all applicable licensing, permitting, bonding, authorization and approval requirements of federal, state and local governmental and regulatory agencies, including conservation districts.

5.06. Subgrantees, Contractors and Subcontractors. The Grantee shall include in any subgrant, contract or subcontract for Project activities appropriate provisions to ensure subgrantee, contractor and subcontractor compliance with all applicable state and federal laws and this Agreement. Along with such provisions, the Grantee shall require that contractors and subcontractors performing work covered by this grant comply with all applicable state and federal Occupational Safety and Health Act regulations.

5.07. Stormwater Discharge and Water Management Plan Requirements. If any grant funds are used for urban site redevelopment, the Grantee shall at such redevelopment site meet or require to be met all applicable requirements of:

- (a) Federal and state laws relating to stormwater discharges including, without limitation, any applicable requirements of Code of Federal Regulations, title 40, parts 122 and 123; and
- (b) The Council's *2030 Water Resources Management Policy Plan* and the local water management plan for the jurisdiction within which the redevelopment site is located.

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5.08. Authorized Agent. Payment request forms, written reports and correspondence submitted to the Council pursuant to this Agreement shall be directed to:

Metropolitan Council
Attn: LCA Grants Administration
390 Robert Street North
Saint Paul, Minnesota 55101-1805

5.09. Non-Assignment. Minnesota Statutes section 473.253, subdivision 2 requires the Council to distribute grant funds to eligible “municipalities,” metropolitan-area counties or “development authorities” for projects in municipalities participating in the Local Housing Incentives Account program. Accordingly, this Agreement is not assignable and shall not be assigned by the Grantee.

5.10. Warranty of Legal Capacity. The individuals signing this Agreement on behalf of the Grantee and on behalf of the Council represent and warrant on the Grantee’s and the Council’s behalf respectively that the individuals are duly authorized to execute this Agreement on the Grantee’s and the Council’s behalf respectively and that this Agreement constitutes the Grantee’s and the Council’s valid, binding and enforceable agreements.

IN WITNESS WHEREOF, the Grantee and the Council have caused this Agreement to be executed by their duly authorized representatives. This Agreement is effective on the date of final execution by the Council.

CITY OF MAPLEWOOD

METROPOLITAN COUNCIL

By: _____
R. Charles Ahl
City Manager

By: _____
Guy Peterson, Director
Community Development Division

Date: _____

Date: _____

By: _____

Title: _____

Date: _____

DT

ATTACHMENT A

PROJECT SUMMARY

This attachment comprises this page and the succeeding page(s) which contain(s) a summary of the Project identified in the application for Livable Communities Demonstration Account grant funds submitted in response to the Council's notice of availability of Demonstration Account grant funds for the Funding Cycle identified at Page 1 of this Agreement. The summary reflects the proposed Project for which the Grantee was awarded grant funds by the Council Action, and may reflect changes in Project funding sources, changes in funding amounts, or minor changes in the proposed Project that occurred subsequent to application submission. The application is incorporated into this Agreement by reference and is made a part of this Agreement as follows. If the application or any provision of the application conflicts with or is inconsistent with the Council Action, other provisions of this Agreement, or the Project summary contained in this Attachment A, the terms, descriptions and dollar amounts reflected in the Council Action or contained in this Agreement and the Project summary shall prevail. For the purposes of resolving conflicts or inconsistencies, the order of precedence is: (1) the Council Action; (2) this Agreement; (3) the Project summary; and (4) the grant application.

Livable Communities Project Summary

Grant # SG2013-165
Type: Livable Communities Demonstration Account
Applicant City of Maplewood
Project Name Villages at Frost and English
Project Location Intersection of Frost and English Streets
Council District 11 – Sandy Rummel

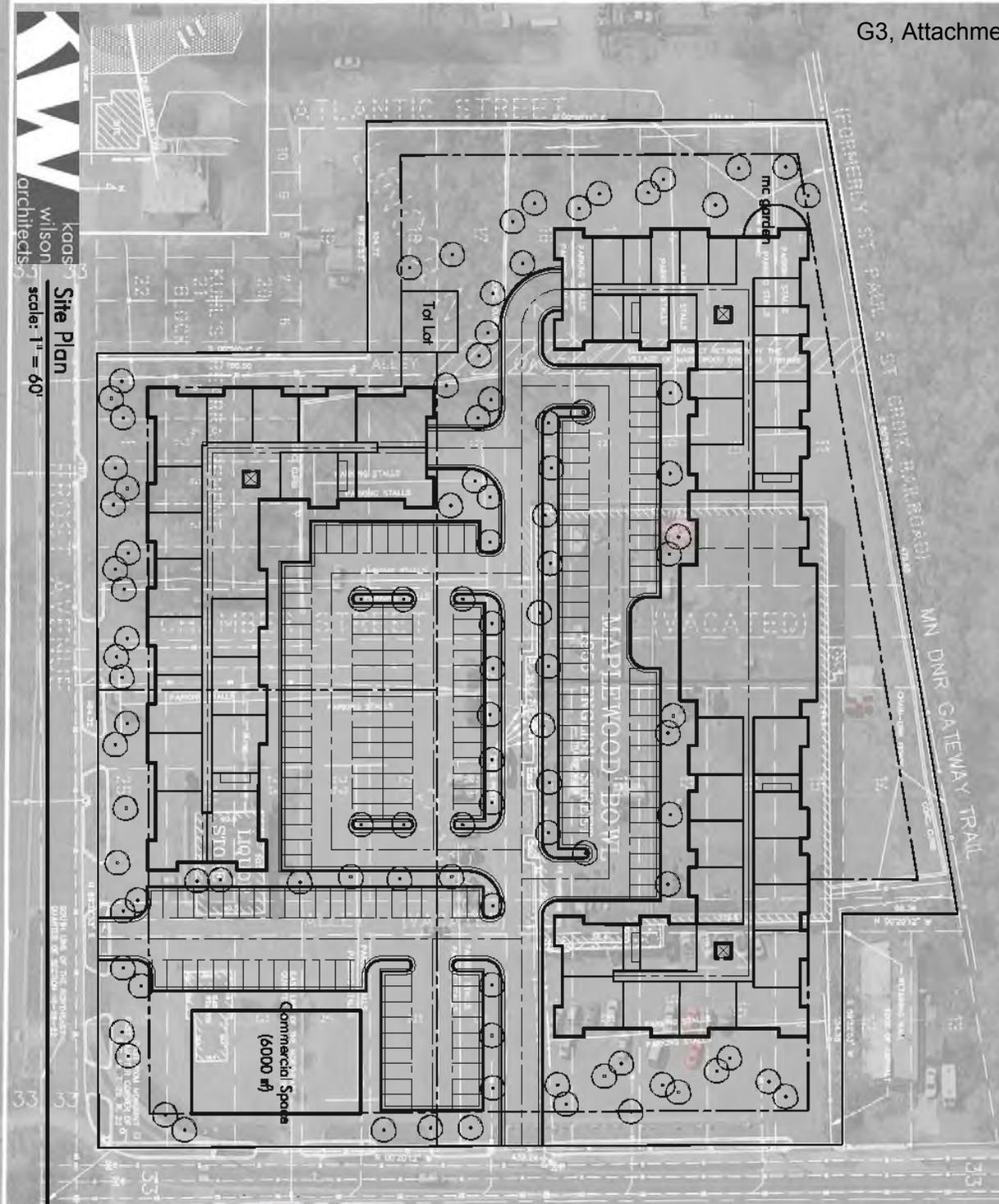
Project Detail	
(Re)Development summary of project to commence by 12/31/2016	The project is the redevelopment of the Maplewood Bowl site and consists of a three-phase residential and commercial mixed-use project. The first phase will consist of 55 to 65 units of affordable housing. The second phase will include 65 to 100 units of senior affordable or senior assisted living housing. Finally, the third phase will consist of 6,000 to 10,000 square feet of commercial space. In addition to the redevelopment work, this project would include street improvements from Phalen Place to English Street and Ripley Avenue to the Gateway Trail. Sidewalks improvements would be made from Phalen Place to English Street. Improvements to the area's sanitary sewer, water main and storm sewer drainage systems would also be made. Finally, the streetscaping and place making elements installed during Phase One of the neighborhood's redevelopment would be continued as part of this redevelopment. These elements would be installed between Phalen Place and English Street.
Jobs (FTEs)	45 – Construction 42 – Permanent
Net tax capacity increase	\$61,143 – 33% increase
Total housing units	120
Affordable units (60% AMI)	91 at 60% AMI – 64 senior, 27 multifamily 20 at 50% AMI – multifamily 9 at 30% AMI – multifamily
Anticipated # bedrooms	63 – 1 bedroom 44 – 2 bedroom 13 – 3 bedroom
Anticipated total development cost	\$24.7 million
Anticipated private funds leveraged	\$16.9 million
Anticipated other public funds leveraged	\$5.9 million <ul style="list-style-type: none"> • \$2,427,206 – MN Housing • \$3,510,000 – City of Maplewood
Comments/ Demonstration value	Demonstrates how to encourage and enhance pedestrian traffic in a primarily auto-oriented area through re-engineering of streets that provide more on-street parking and connecting elements. This project will show intensification on a heavy-use bus route in a suburban location and will be a strong catalyst for additional investment in the area.
Funding	
Requested amount	\$1,900,000
Previous LCA funding	2006 - \$1,800,000 LCDA - relinquished
Use of funds Uses to be completed by 12/31/2016	
\$1,000,000	Site assembly
\$400,000	Frost Avenue improvements/reconstruction
\$400,000	Frost Avenue sidewalks, lighting and furnishings
\$100,000	Stormwater management improvements
\$1,900,000	TOTAL

DT

ATTACHMENT B
PROJECT LOCATION(S)

This attachment comprises this page and the succeeding page(s) which contain aerial photography or drawings that identify the specific location(s) within the Project boundaries for which the Grantee must use the grant funds. The attached photography or drawings also may identify the types of eligible activities for which the grant funds must be used at specific locations within the Project boundaries.

Maplewood Ventures, LLC, and Northeast Bank



Koos Wilson architects
Site Plan
 scale: 1" = 60'

Legend

- CONCRETE
- ASPHALT
- PAVING
- GRAVEL
- LANDSCAPE
- PLANTING
- UTILITY
- STAIRS
- ELEVATORS
- MECHANICAL
- ELECTRICAL
- PLUMBING
- TELEPHONE
- TELEVISION
- INTERNET
- SECURITY
- ACCESSIBILITY
- ADDITIONAL
- OTHER

Notes:

1. All work shall be in accordance with the City of Minneapolis, MN, Uniform Code of Ordinances, and the Minnesota State Building Code, unless otherwise specified.
2. The contractor shall be responsible for obtaining all necessary permits and approvals from the City of Minneapolis, MN, and the Minnesota State Building Code.
3. The contractor shall be responsible for coordinating with all other trades and utilities.
4. The contractor shall be responsible for maintaining access to all adjacent properties at all times.
5. The contractor shall be responsible for protecting all existing structures and utilities.
6. The contractor shall be responsible for providing a safe and secure work site at all times.
7. The contractor shall be responsible for providing a clean and tidy work site at all times.
8. The contractor shall be responsible for providing a professional and courteous appearance at all times.
9. The contractor shall be responsible for providing a high quality finished product at all times.
10. The contractor shall be responsible for providing a complete and accurate set of as-built drawings at all times.

Project Information:

Client: **Maplewood Ventures, LLC**
 1000 Maplewood Row, Suite 100, Maplewood, MN 55127
 (763) 771-1111

Architect: **Koos Wilson Architects**
 1000 Maplewood Row, Suite 100, Maplewood, MN 55127
 (763) 771-1111

Scale: 1" = 60'

Date: 4/17/2013

MEMORANDUM

TO: Melinda Coleman, City Manager

FROM: Shann Finwall, AICP, Environmental Planner

DATE: November 19, 2014

SUBJECT: Approval of a Resolution Authorizing the MPCA Environmental Assistance Grant for the Commercial/Industrial Energy Efficiency Project

Introduction

Maplewood adopted a Green Building Code in 2013. The Code provisions exceed state energy codes and provide green building standards that will reduce the negative impacts of the built environment on the natural environment. The Code applies to City owned and financed buildings and outlines a future incentive plan for private property owners choosing voluntary commitment to the Code.

Background

The Environmental Assistance Grant Program is administered by the Minnesota Pollution Control Agency (MPCA). Through the grant the MPCA seeks to encourage environmentally-sustainable practices and approaches to pollution prevention and resource conservation. There is approximately \$1 million in grant funds available during the 2014-2015 grant round. The City of Maplewood applied for a grant under the City Sustainability Policy Development focus area in order to implement the Green Building Program. The MPCA awarded the City a \$20,000 grant for this program.

Discussion

The \$20,000 grant funds will be used to support the establishment of a Green Building Code Incentive Program. The work plan includes the following objectives and tasks:

1. Objective 1 of 8 -- Property Assessed Clean Energy Program
Task: Implement a Property Assessed Clean Energy (PACE) program in Maplewood to offer financial lending opportunities for energy efficiency projects to all commercial and industrial buildings.
2. Objective 2 of 8 – Partners in Energy
Task: Implement the Partners in Energy program in Maplewood. The program includes a partnership with Xcel Energy for community support program offering tools and resources to develop and implement an energy action plan. As part of the program, the City will appoint an energy action team that will meet over a three-month period to create the City's energy goals. One of the goals that will be outlined in the energy action plan is the implementation of the Green Building Code incentive program to assist commercial and industrial buildings with energy efficiency projects.
3. Objective 3 of 8 - Education and Outreach
Task: Provide education and outreach to all commercial and industrial building owners in Maplewood on the City's Green Building Code and opportunities for energy efficiency and sustainability.

4. Objective 4 of 8 -- Incentive Program
Task: Create an incentive program to promote voluntary compliance with the Maplewood Green Building Code by funding building recommissioning studies and recommended improvements for commercial and industrial buildings. Properties participating in the incentive program will be required to implement as many energy efficiency or sustainability projects specified in the study as the City's funding can cover. Properties must also submit three years of energy use performance data to the City. This data will be entered into separate accounts associated with the City of Maplewood's Minnesota B3 program.
5. Objective 5 of 8 – B3 Account for Private Properties
Task: Create separate B3 accounts for private properties participating in the Maplewood Green Building Program.
6. Objective 6 of 8 -- Partnerships
Task: Through education, outreach, and reporting on the Green Building Code the City will build partnerships with commercial and industrial building owners. This will allow the City to offer technical assistance and guidance on future building, energy efficiency, and sustainability projects.
7. Objective 7 of 8 -- Evaluation
Task: Evaluate results of the Maplewood Green Building Program.
8. Objective 8 of 8 - Reporting
Task: Submit reports to the MPCA.

Budget Impact

The \$20,000 grant will be issued to the City after the execution of a grant agreement in increments of 75 percent and 25 percent. The grant requires a 25 percent match which will be covered by the \$5,000 Great Plains Institute Grant for a Commercial/Industrial Energy Efficiency Project (Green Building Code Incentive Program).

Recommendation

Approve the attached resolution (Attachment 1). The resolution authorizes the MPCA Environmental Assistance grant for the Commercial/Industrial Energy Efficiency Project (Green Building Code Incentive Program) as outlined above and authorizes City Manager Coleman to sign the grant agreement on behalf of the City.

Attachments

1. Resolution Authorizing the MPCA Environmental Assistance Grant for the Commercial/Industrial Energy Efficiency Project (Green Building Code Incentive Program)

RESOLUTION NO. _____**Resolution Authorizing the MPCA Environmental Assistance Grant for the Commercial/Industrial Energy Efficiency Project**

WHEREAS, in July 2014 the City of Maplewood has applied for a grant from the Minnesota Pollution Control Agency (MPCA), under its FY 2014-2015 Environmental Assistance Grant Program; and

WHEREAS, in August 2014 the MPCA awarded Maplewood \$20,000 for a Commercial/Industrial Energy Efficiency Project called the Green Building Code Incentive Program;

WHEREAS, MPCA requires that the City of Maplewood enter into a grant agreement with the MPCA that identifies the terms and conditions of the funding award based on the objectives outlined below:

1. Objective 1 of 8 -- Property Assessed Clean Energy Program
Task: Implement a Property Assessed Clean Energy (PACE) program in Maplewood to offer financial lending opportunities for energy efficiency projects to all commercial and industrial buildings.
2. Objective 2 of 8 – Partners in Energy
Task: Implement the Partners in Energy program in Maplewood. The program includes a partnership with Xcel Energy for community support program offering tools and resources to develop and implement an energy action plan. As part of the program, the City will appoint an energy action team that will meet over a three-month period to create the City's energy goals. One of the goals that will be outlined in the energy action plan is the implementation of the Green Building Code incentive program to assist commercial and industrial buildings with energy efficiency projects.
3. Objective 3 of 8 - Education and Outreach
Task: Provide education and outreach to all commercial and industrial building owners in Maplewood on the City's Green Building Code and opportunities for energy efficiency and sustainability.
4. Objective 4 of 8 -- Incentive Program
Task: Create an incentive program to promote voluntary compliance with the Maplewood Green Building Code by funding building recommissioning studies and recommended improvements for commercial and industrial buildings. Properties participating in the incentive program will be required to implement as many energy efficiency or sustainability projects specified in the study as the City's funding can cover. Properties must also submit three years of energy use performance data to the City. This data will be entered into separate accounts associated with the City of Maplewood's Minnesota B3 program.
5. Objective 5 of 8 – B3 Account for Private Properties
Task: Create separate B3 accounts for private properties participating in the Maplewood Green Building Program.
6. Objective 6 of 8 -- Partnerships
Task: Through education, outreach, and reporting on the Green Building Code the City will build partnerships with commercial and industrial building owners. This will allow the

City to offer technical assistance and guidance on future building, energy efficiency, and sustainability projects.

- 7. Objective 7 of 8 -- Evaluation
Task: Evaluate results of the Maplewood Green Building Program.
- 8. Objective 8 of 8 - Reporting
Task: Submit reports to the MPCA.

BE IT RESOLVED THAT the City of Maplewood hereby agrees to enter into and sign a grant agreement with the MPCA to carry out the project specified therein and to comply with all of the terms, conditions, and matching provisions of the grant agreement and authorizes and directs Melinda Coleman, City Manager, to sign the grant agreement on its behalf.

The Maplewood City Council adopts this resolution on November 11, 2014.

SIGNED:

WITNESSED:

Mayor _____

City Clerk _____

Date _____

Date _____

MEMORANDUM

TO: Melinda Coleman, City Manager

FROM: Chris Swanson, Environmental and City Code Specialist
Michael Martin, AICP, Planner

DATE: November 17, 2014

SUBJECT: Approval of a Conditional Use Permit Review, Kline Auto World, 2610 Maplewood Drive

Introduction

The conditional use permit (CUP) for Kline Auto World is due for its annual review. The CUP was required to sell used cars at the former Mitsubishi dealership building located at 2610 Maplewood Drive. The city ordinance requires a CUP to sell only used cars.

Background

August 27, 1984, the city council approved the use and plans for a new car dealership.

September 27, 1993, the city council approved a CUP to expand an automobile maintenance garage within 350 feet of a residential lot line.

April 23, 2012, the city council approved a CUP to allow the sale of used cars.

December 9, 2013 the council reviewed this permit.

Discussion

No building construction was required as part of this approval. During an inspection of the site by staff last year some trash and debris were found on the north side of the site and two "temporary" signs, which had footings placed in the ground, were identified. Staff informed the property owner to clean up the site and remove the "temporary" signs. The site was cleaned up and all other conditions of approval were being met. Staff recommends reviewing this permit again only if a problem arises or if changes are proposed.

Budget Impact

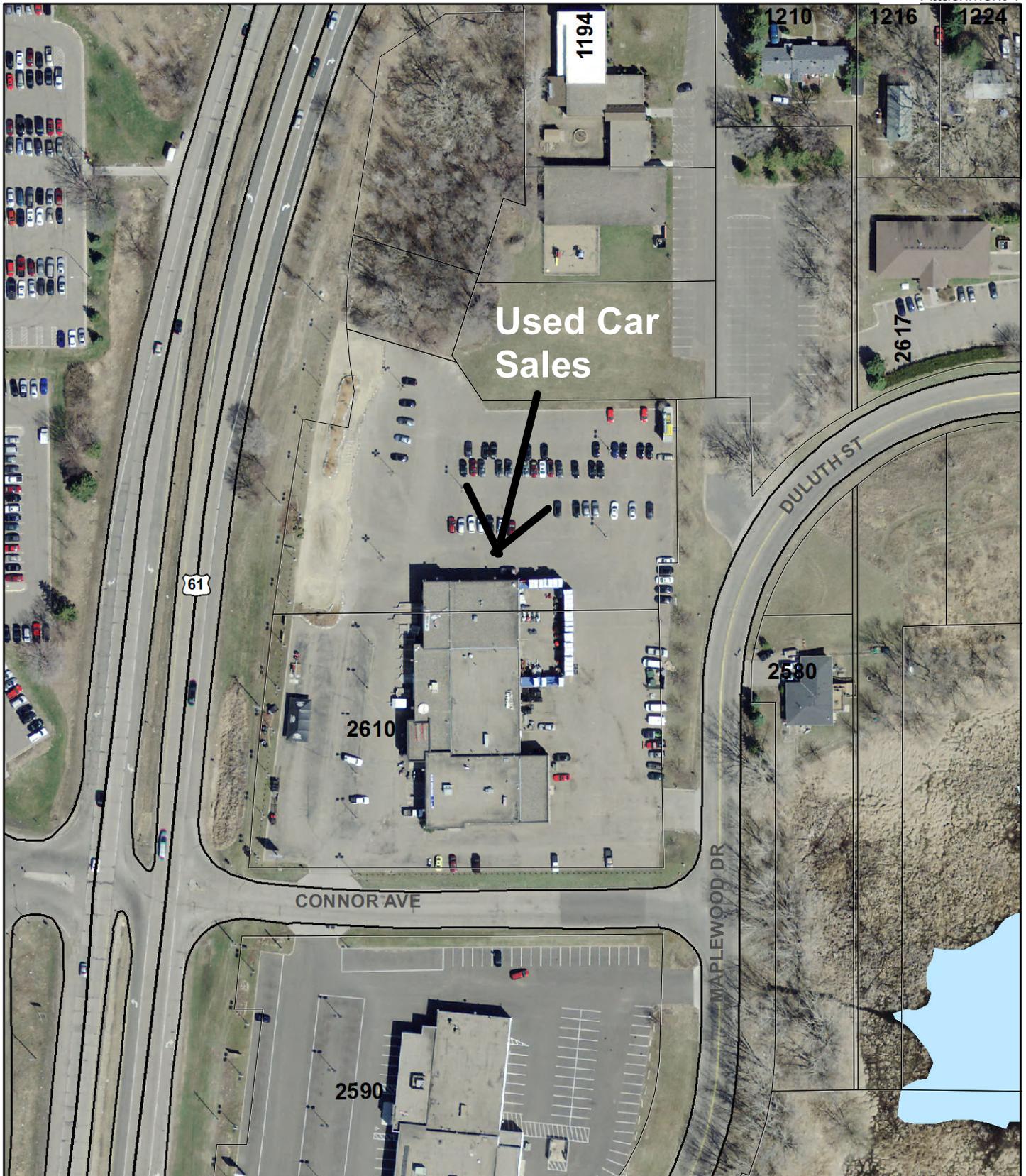
None.

Recommendation

Review the conditional use permit for Kline Auto World, 2610 Maplewood Drive permit again only if a problem arises or if changes are proposed.

Attachments

1. Location Map
2. April 23, 2012 City Council Minutes



2610 Maplewood Drive Use Car Sales Lot

Location Map and Aerial Photo

MINUTES
MAPLEWOOD CITY COUNCIL
7:00p.m., Monday, April 23, 2012
Council Chambers, City Hall
Meeting No. 08-12

J. NEW BUSINESS

1. Consideration of Conditional Use Permit Request for Used Car Sales- Kline Auto World, 2610 Maplewood Drive

City Planner Martin presented the staff report and answered questions of the council.

Jan Shulte, representing Kline Auto addressed and answered questions of the council.
Jean Andersen, North St. Paul Resident addressed and answered questions of the council.

Councilmember Llanas moved to approve the Resolution for the Conditional Use Permit to allow the sale of used cars at 2610 Maplewood Drive.

RESOLUTION 12-4-721
CONDITIONAL USE PERMIT

WHEREAS, Mr. Rick Kline, representing Kline Auto World, applied for a conditional use permit to sell used cars.

WHEREAS, Section 44-512(5) of the city ordinances requires a conditional use permit for the sale and leasing of used motor vehicles.

WHEREAS, this permit applies to the property located at 2610 Maplewood Drive. The legal description is:

Speiser's Arbolada, subject to road and easements and vacated road accruing and except Northeasterly 3 feet; Lot 12, also part of Lots 5 and 10 lying northerly of a line 240 feet northerly of and par with the South line of Block 1 and all of Lot 4 and Lot 11, Block 1;
and

Speiser's Arbolada, subject to road and easements and vacated road accruing; part of Lots 5 and 10 lying southerly of a line 240 feet northerly of and par with the South line of Block 1 and all of Lots 6 through 9, Block 1.

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

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

2. On April 23, 2012, the city council considered reports and recommendations of the citystaff and planning commission.

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

1. The use would be located, designed, maintained, constructed and operated to be in conformity with the City's Comprehensive Plan and this Code.
2. The use would not change the existing or planned character of the surrounding area.
3. The use would not depreciate property values.
4. The use would not involve any activity, process, materials, equipment or methods of operation that would be dangerous, hazardous, detrimental, disturbing or cause a nuisance to any person or property, because of excessive noise, glare, smoke, dust, odor, fumes, water or air pollution, drainage, water run-off, vibration, general unsightliness, electrical interference or other nuisances.
5. The use would not exceed the design standards of any affected street.
6. The use would be served by adequate public facilities and services, including streets, police and fire protection, drainage structures, water and sewer systems, schools and parks.
7. The use would not create excessive additional costs for public facilities or services.
8. The use would maximize the preservation of and incorporate the site's natural and scenic features into the development design.
9. The use would cause no more than minimal adverse environmental effects.

Approval is subject to the following conditions:

1. The city council shall review this permit in one year.
2. All activity shall be confined to the site. There shall be no loading or unloading of vehicles on the street rights-of-way.
3. The applicant shall comply with and observe the city's noise ordinance as it relates to PA systems or any other business activity.
4. Comply with all city ordinance requirements for signage and parking.

The Maplewood City Council approved this resolution on April 23, 2012.

Seconded by Councilmember Koppen

Ayes - Mayor Rossbach, Council Member
Cardinal, Koppen and Llanas
Nays- Councilmember Juenemann

The motion passed.

MEMORANDUM

TO: Melinda Coleman, City Manager

FROM: Chris Swanson, Environmental and City Code Specialist
Michael Martin, AICP, Planner

DATE: November 17, 2014

SUBJECT: Approval of a Conditional Use Permit Review, St. Paul Hmong Alliance Church, 1770 McMenemy Street

Introduction

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

Background

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

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

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

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

On December 10, 2012, the city council reviewed this permit.

On December 9, 2013 the city council reviewed this permit.

Discussion

Construction of this project is complete. Staff has fielded a few questions and complaints from adjacent neighbors and has addressed issues with the applicant as needed. The applicant has been proactive regarding any staff inquiries. Construction is completed but staff recommends reviewing this permit again in one year to ensure that the landscape survives.

Budget Impact

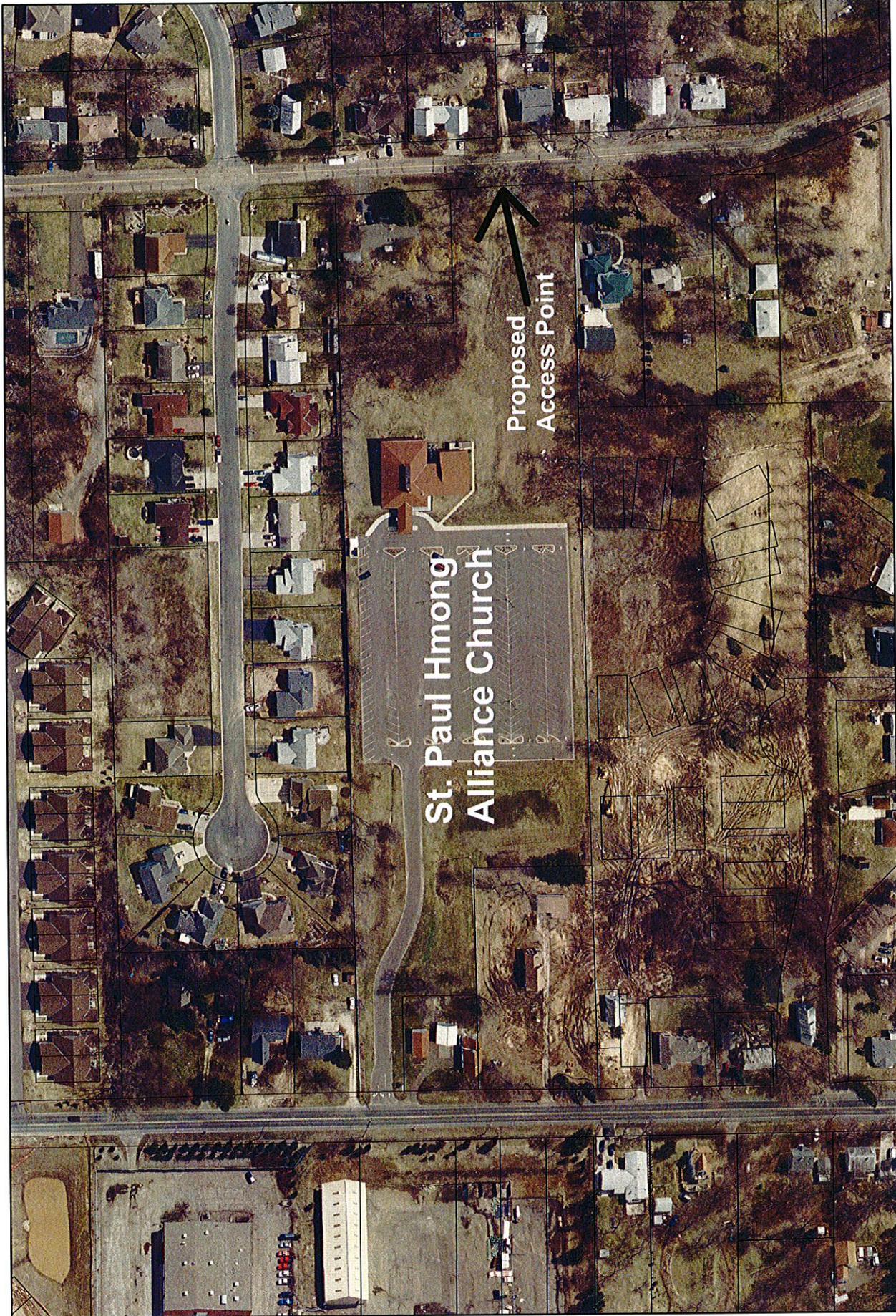
None.

Recommendation

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

Attachments

1. Location Map
2. December 12, 2011 City Council Minutes



St. Paul Hmong Alliance Church CUP Revision and Design Review

Location Map and Aerial Photo

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

J. NEW BUSINESS

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

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

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

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

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

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

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

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

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

Seconded by Councilmember Juenemann Ayes – All

The motion passed.

MEMORANDUM

TO: Melinda Coleman, City Manager

FROM: Chris Swanson, Environmental and City Code Specialist
Michael Martin, AICP, Planner

DATE: November 17, 2014

SUBJECT: Approval of a Conditional Use Permit Review for Agropur, 2080 Rice Street

Introduction

The conditional use permit (CUP) for the Agropur is due for its annual review.

Background

June 27, 1994: The city council granted a CUP for Schroeder Milk to expand the facility.

June 28, 1999: The city council approved a CUP revision for a three-phase facility expansion project. The council also approved design plans and tax increment financing.

April 28, 2003: The city council approved the vacation of an unneeded water main easement within the applicant's property.

On December 9, 2013: The city council approved a CUP revision for an addition. City ordinance requires a CUP for "processing and distribution stations for beverages."

Discussion

Agropur has completed the construction of its tank room addition at 2080 Rice Street. There was no affect on landscaping since the proposed addition did not involve any alteration to the existing planted areas and all the required site work has been completed. Staff recommends reviewing this permit again only if a problem arises or if changes are proposed.

Budget Impact

None.

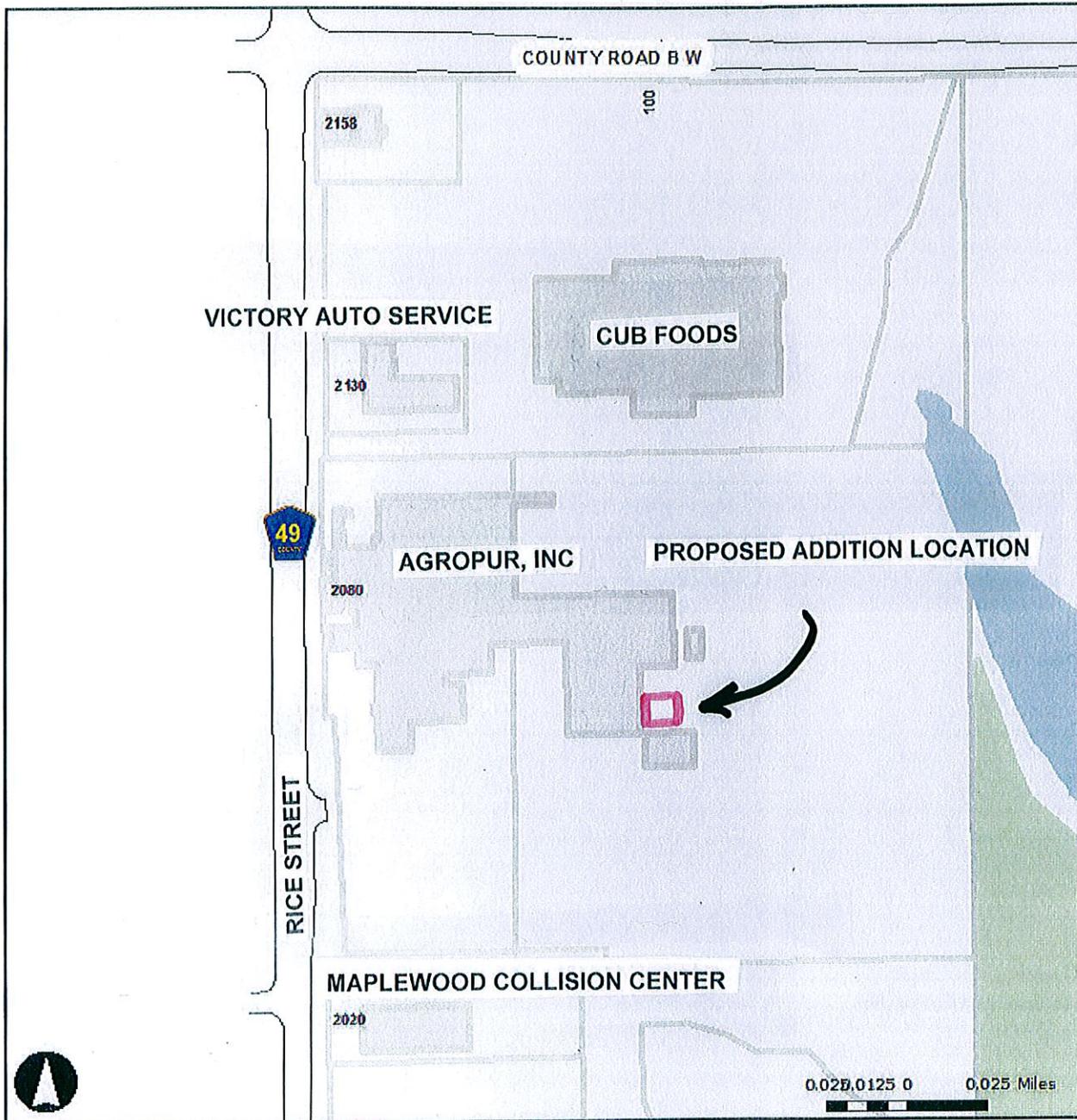
Recommendation

Approve the conditional use permit for a planned unit development for Agropur, 2080 Rice Street, and review the permit only if problem arises or if changes are proposed.

Attachments

1. Location Map
2. December 9, 2013 City Council Minutes

Neighborhood Map



Copyright

MaplewoodBaseMap

Chad Bergo

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

2. The applicant shall comply with all requirements of the assistant fire chief and building official.
3. The applicant shall comply with all requirements of the city's engineering department.

Resolution 13-12-1016
CONDITIONAL USE PERMIT
REVISION RESOLUTION

WHEREAS, Agropur, Inc. has applied for a conditional use permit revision to construct a 3,540-square-foot tank room addition at their facility.

WHEREAS, Section 44-512(2) of the city ordinances requires a conditional use permit for processing and distributing stations for beverages.

WHEREAS, this permit applies to the property located at 2080 Rice Street. The property identification numbers for these properties are:

182922220016 and 182922220017

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

1. On November 19, 2013, the planning commission held a public hearing. The city staff published a notice in the paper and sent notices to the surrounding property owners. The planning commission gave everyone at the hearing a chance to speak and present written statements. The planning commission also considered the reports and recommendation of city staff. The planning commission recommended that the city council approve this permit.
2. On December 9, 2013, the city council considered reports and recommendations of the city staff and planning commission.

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

1. The use would be located, designed, maintained, constructed and operated to be in conformity with the city's comprehensive plan and code of ordinances.
2. The use would not change the existing or planned character of the surrounding area.
3. The use would not depreciate property values.
4. The use would not involve any activity, process, materials, equipment or methods of operation that would be dangerous, hazardous, detrimental, disturbing or cause a nuisance to any person or property, because of excessive noise, glare, smoke, dust, odor, fumes, water or air pollution, drainage, water run-off, vibration, general unsightliness, electrical interference or other nuisances.
5. The use would generate only minimal vehicular traffic on local streets and would not create traffic congestion or unsafe access on existing or proposed streets.
6. The use would be served by adequate public facilities and services, including streets, police

and fire protection, drainage structures, water and sewer systems, schools and parks.

7. The use would not create excessive additional costs for public facilities or services.
8. The use would maximize the preservation of and incorporate the site's natural and scenic features into the development design.
9. The use would cause minimal adverse environmental effects.

Approval is subject to the following conditions:

1. All construction shall follow the site plan approved by the city date-stamped October 31, 2013. The director of community development may approve minor changes.
2. The proposed construction must be substantially started within one year of council approval or the permit shall become null and void. The council may extend this deadline for one year.
3. The city council shall review this permit in one year.
4. If the city council determines there is not enough on-site parking, the council, may require that the property owner provide additional parking.

The Maplewood City Council approved this resolution on December 9, 2013.

Seconded by Councilmember Cardinal

Ayes – All

The motion passed.

3. Approval of a Parking Reduction for Maplebrook Pet Care Center, 2811 White Bear Avenue

Senior Planner Ekstrand gave the staff report.

Councilmember Juenemann moved to approve:

Approve the parking reduction to allow 15 parking spaces at the Maplebrook Pet Care Center, located at 2811 White Bear Avenue. This parking reduction is based on the following reasons:

1. The pet care center does not need more than the proposed 15 parking spaces for their staff and customers.
2. By reducing the number of parking spaces to 15, the property owner can resolve an erosion problem by installing a rain water garden in the parking lot.

If a parking shortage develops, the property owner shall restore parking to the area planned for the new rain water garden or seek to use parking from an adjacent or nearby parking lot.

3. The property owner shall construct a trash enclosure to contain and conceal their two dumpsters as required by city code. The property owner shall work with staff for approval of the design which must be compatible with the building and must have a closeable gate which also conceals the dumpsters. The trash enclosure shall be constructed even if the

MEMORANDUM

TO: Melinda Coleman, City Manager

FROM: Michael Martin, AICP, Planner

DATE: September 3, 2013

SUBJECT: Approval of a Conditional Use Permit Review, The Shores at Lake Phalen, 1870 East Shore Drive

Introduction

The conditional use permit (CUP) for The Shores at Lake Phalen planned unit development (PUD) is due for its annual review. This PUD is for a 105-unit senior housing facility at 1870 East Shore Drive.

Background

July 25, 2006, the city council held a public hearing to review the closure of the St. Paul Tourist Cabin site. This hearing was required by state law to review the impacts that the park closing might have on the displaced residents.

March 12, 2007, the city council approved the Gladstone Neighborhood Redevelopment Plan. This plan will help guide the redevelopment of the Gladstone area with a mixture of 650 new housing units and neighborhood retail and commercial uses.

August 13, 2007, the city council approved the following land use requests for the original Shores development proposal, a 180-unit senior housing apartment complex:

1. Street Right-of-way vacation
2. Public easement vacation
3. Preliminary Plat
4. Conditional Use Permit for Planned Unit Development
5. Design Approval

August 9, 2010, the city council approved the following land use requests for the revised Shores development, now a 105-unit project:

1. Lot Division
2. Wetland Buffer Variance
3. Conditional Use Permit for Planned Unit Development
4. Design Approval

September 12, 2011, September 10, 2012 and September 9, 2013, the city council reviewed the CUP for the Shores at Lake Phalen and requested to review the permit again in one year.

Discussion

Construction on this project is complete. Upon staff's site inspection it was found that a temporary overflow parking lot had been built on the vacant lot to the south. Greg Johnson, of Coventry Senior Living, stated this lot was put in because the site was experiencing a shortage of parking on special event days. Staff advised Mr. Johnson that in order to keep the parking lot an amendment to the PUD would need to be approved and the lot itself would need to be built to city requirements. Mr. Johnson stated that the developers of Phase 2 of the Shores project would be approaching the city by the end of the year to start discussions and that parking for both phases would then be addressed. This is satisfactory to staff, however, if Phase 2 has yet to commence by the time this permit is up for review in 2015 Mr. Johnson must apply for a PUD amendment or remove the overflow lot.

Budget Impact

None.

Recommendation

Extend the approval of the conditional use permit for The Shores at Lake Phalen and review again in one year.

Attachments

1. Location Map
2. August 9, 2010 City Council Minutes

The Shores of Lake Phalen— Request for Conditional Use Permit, CDRB Review , Wetland Variance and Lot Division



Location Map
City of Maplewood
May 25, 2010

**MINUTES
MAPLEWOOD CITY COUNCIL**

7:00 p.m., Monday, August 9, 2010
Council Chambers, City Hall
Meeting No. 17-10

J. NEW BUSINESS

1. Approval of The Shores at Lake Phalen – Planned Unit Development, Wetland Buffer Variance, Lot Division and Design Review, 940 Frost Avenue

- a. Planner, Michael Martin gave the report and answered questions of the council.
- b. Ron Leaf, Consultant, representing SEH, Vadnais Heights addressed the council.
- c. Community Design Review Board Member, Matt Ledvina addressed the council.
- d. Assistant City Manager, Public Works Director, Chuck Ahl answered questions of the council.
- e. City Engineer, Deputy Public Works Director, Michael Thompson answered questions of the council.
- f. City Attorney, Alan Kantrud answered questions of the council.
- g. Environmental Planner, Shann Finwall answered questions of the council.
- h. Jim Schloomer, Architect, Kaas Wilson Architects, Minneapolis, addressed and answered questions of the council.
- i. Albert Miller, Developer, Maplewood Senior Living, LLC addressed the council.

Councilmember Wasiluk moved to approve the Conditional Use Permit Resolution for the Planned Unit Development for The Shores at Lake Phalen, 940 Frost Avenue.

CONDITIONAL USE PERMIT RESOLUTION NO. 10-08-441

WHEREAS, Link Wilson, Kaas Wilson Architects Representing Jack Rajchenbach and Albert Miller of Maplewood Senior Living, LLC, applied for a conditional use permit for a planned unit development to construct a 105-unit senior housing complex known as The Shores at Lake Phalen.

WHEREAS, this permit applies to the following property:

Address: 940 Frost Avenue

Property Identification Number: 16-29-22-31-0025

Existing Legal Description: That part of Government Lot 2, Sec. 16, T. 29, R. 22, Ramsey County, Minnesota which lies S' of Frost Avenue as described in Document No. 1999021, W' of Frost Avenue Connection as described in Document No. 1999021, N' of East Shore Drive as described in Document No. 367903, and NE' of a line described as commencing

at the center of said Section 16, thence S 89 degrees 32 minutes 38 seconds W, assumed bearing, along the N line of said Government Lot 2, 1130.00 feet, to the point of beginning; thence South 27 degrees 23 minutes 03 seconds East, 1121.18 feet to an angle in the north line of said East Shore Drive, said angle point being 658.56 feet westerly of the East line of said government lot 2 as measured along the N line of said East Shore Drive and said line there terminating.

New Legal Description (After Lot Division): All that part of Lot 1, Block 1, The Shores of Lake Phalen, Ramsey County, Minnesota that lies northerly of the following described line: Commencing at the southwest corner of said Lot 1, thence North 27 degrees 23 minutes 03 second West, along the southwesterly lot line of said Lot 1, a distance of 509.1 feet to the point of beginning of the line to be described; thence North 64 degrees 53 minutes 46 seconds East, a distance of 160.32 feet; thence North 69 degrees 51 minutes 35 seconds East a distance of 105.83 feet; thence South 61 degrees 19 minutes 41 seconds East, a distance of 74.90 feet to a point on the easterly line of said Lot 1 and there terminating.

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

1. On June 15, 2010, the planning commission held a public hearing. City staff published a notice in the paper and sent notices to the surrounding property owners. The council gave everyone at the hearing a chance to speak and present written statements. The planning commission also considered reports from the city staff.
2. On August 9, 2010, the city council reviewed this request. The city council also considered reports and recommendations of the city staff and planning commission.

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

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

6. The use would be served by adequate public facilities and services, including streets, police and fire protection, drainage structures, water and sewer systems, schools and parks.
7. The use would not create excessive additional costs for public facilities or services.
8. The use would maximize the preservation of and incorporate the site's natural and scenic features into the development design.
9. The use would cause no more than minimal adverse environmental effects.

Approval is subject to the following conditions:

- a. The engineering department shall review and determine approval of all final construction and engineering plans. These plans shall comply with all requirements as specified in the city engineering department's June 7, 2010 review.
- b. All construction shall follow the plans date-stamped May 24, 2010, and with revisions as noted in this approval. The city council may approve major changes to the plans. City staff may approve minor changes to the plans.
- c. The project is approved with 28 underground and 24 surface parking spaces. This is a parking reduction of 158 parking spaces (210 parking spaces are required per city code).
- d. The project is approved with a 147 square foot floor area reduction in the required unit floor area for the memory care and assisted living studio units (580 square foot units are required per city code; 433 to 578 square foot units are proposed).
- e. The project is approved with a 20-foot front yard setback along Frost Avenue for the one-story dining room and kitchen portion of the building (30-foot front yard setback required per city code).
- f. The project is approved with storage space of not less than 30 cubic feet for the memory care and transitional care units (120 cubic feet of storage area per unit required per city code).
- g. All signs on the property must be approved by the community design review board.
- h. Approval is conditioned on the owner constructing or funding a Gladstone neighborhood entry monument sign at the intersection of Frost Avenue and East Shore Drive.
- i. Approval is conditioned on the applicant implementing interior or exterior signage which reflects the previous use of the property as the St. Paul Tourist Cabin site.

- j. The approved landscape plan and tree preservation requirements shall be subject to monitoring by city staff to assure compliance. Minor modifications to these plans shall be subject to review by staff while major modifications shall require city council approval.
- k. The proposed construction must be substantially started within one year of city council approval or the permit shall end. The city council may extend this deadline for one year.
- l. The city council shall review this permit in one year.

The Maplewood City Council passed this resolution on August 9, 2010

Seconded by Councilmember Juenemann. Ayes – All

The motion passed.

Mayor Rossbach moved to approve the Design Review for The Shores at Lake Phalen, 940 Frost Avenue.

Seconded by Councilmember Juenemann. Ayes – All

The motion passed.

Councilmember Nephew moved to approve the Lot Division for The Shores at Lake Phalen, 940 Frost Avenue **with the modification of staff to achieve the target density level.**

Seconded by Councilmember Llanas. Ayes – All

The motion passed.

Mayor Rossbach moved to approve the Wetland Buffer Variance Resolution for The Shores at Lake Phalen, 940 Frost Avenue. (Staff will bring the Wetland Buffer Variance Resolution back to the city council on August 23, 2010 with the changes recommended by the city council).

Seconded by Councilmember Juenemann. Ayes – Mayor Rossbach, Councilmembers

Juenemann,

Llanas, & Wasiluk

Nephew

Nay – Councilmember

The motion passed.

MEMORANDUM

TO: Melinda Coleman, City Manager

FROM: Terrie Rameaux, HR Coordinator

DATE: November 17, 2014

SUBJECT: Approval of Resolution Accepting Insurance Labor-Management Committee's (LMC) Recommendations for Employee Insurance Benefits for 2015

Introduction/Background

The City recently went through their annual renewal process for employee insurance benefits. In accordance with MN State Statute 471.6161, Subd. 4, the City must formally request proposals for coverage, of City-paid benefits only, every five years. This year the City was required to go out for bid for health, dental, life and long-term disability insurance.

The City received and reviewed competitive bids from several carriers. The Insurance LMC met and discussed providers, rates, and benefits levels. After much discussion and negotiations by our insurance agent, NFP/Financial Concepts, Inc., the Insurance LMC proposed the following changes for health and dental effective January 1, 2015:

Health Insurance:

The Insurance LMC proposes to continue with Medica as the health care provider. Medica's final renewal, after some renegotiating between NFP/FCI and Medica, came back at 9.8%, 3.86% of which was for Affordable Care Act (ACA) fees which all health insurance plans are subject to. This brings the true renewal to 5.94%.

For 2015, Medica is replacing their Core + Program with a new program called Red Brick. It won't be as easy as the Core+ Program but the hope is to engage the employees more. Medica indicated that there would be a fee associated with having this program, but because it is so new, and they are still finalizing it, they have agreed to not charge the City any type of fee. The City's Wellness Committee has decided to incorporate the Red Brick Wellness program into our own wellness program.

The Insurance LMC proposes to maintain all three high deductible/HRA plans—Medica Choice Open Access network, and Elect/Essentials networks. Currently 28% of our employees are on either the Elect or Essentials plan, and 72% on the open access plan. If employees are able to switch to either the Elect or Essentials plan option, the City would save \$618/year per employee for single coverage and \$1,067/year per employee for those who have family coverage. The employee who has family coverage would save approximately \$449 per year out of their pocket in premiums.

Dental Insurance:

After reviewing several RFPs for dental on both fully-funded, which is what we currently have, and self-funded, the Insurance LMC proposes to change to a self-funded plan through Delta Dental. Delta Dental has the largest provider network of the carriers that responded to the RFP. With self-funded plans, the employer pays for claim costs they incur. A third party administrator is needed to provide claims processing, a provider network, general benefits administration and compliance with HIPAA and state regulations. The third party administrator processes the claims data and collects funds from the City to pay authorized claims. The City also pays a fee to the administrator for their services. The City does take more risk with a self-funded plan, because the final annual cost is based on actual claims submitted and authorized.

Ancillary Benefits:

This year the Insurance LMC conducted meetings with both our agent of record at that time, Ochs, Inc., and a new potential agent of record, Integrity Employee Benefits, LLC. The Insurance LMC agreed to change our agent of record for ancillary benefits to Integrity Employee Benefits, LLC effective August 1, 2014. One of the owners of Integrity Employee Benefits, LLC used to work for Ochs, Inc. and comes with over 25 years of experience in the area of ancillary benefits. They were also able to provide the City will lower premiums for most of the ancillary benefits, city- and employee-paid.

Long-Term and Short-Term Disability:

Long-term disability is a City-paid benefit. After going out for formal RFPs, the Insurance LMC proposes going with Sun Life/NJPA (National Joint Powers Agreement) for 2015 with a decrease of 19% over our current rates with a rate guarantee for three years.

The City also offers employee-paid short-term disability. The City is not required to go out for a formal RFP process on this employee-paid benefit. However, since we were going out for other benefits, it was recommended to go out for the employee-paid benefits also. The Insurance LMC proposes to go with Sun Life/NJPA for short-term disability also for 2015 with a decrease of 23% over our current rates with a rate guarantee for three years.

Life Insurance:

Life insurance (basic) is a city-paid benefit and also required a formal RFP. The City received two RFPs, one from our current carrier, Minnesota Life, which was a non-compliant bid, and one from Sun Life/NJPA. The Insurance LMC proposes going with Sun Life at a decrease to basic coverage of 22% and a decrease to employee-paid optional of 12%. Both come with a rate guarantee for three years.

Vision Care Plan:

Vision care (hardware) is an employee-paid optional benefit. The Insurance LMC proposes to stay with Avesis as its carrier for vision care as we had a two-year rate guarantee for 2014 and 2015.

Long-Term Care Insurance:

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

Budget Impact

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

Recommendation

It is recommended that the City Council approve the Insurance Labor-Management Committee's recommendations to be effective January 1, 2015.

Attachments

1. Resolution

RESOLUTION

Be it resolved that the Maplewood City Council hereby affirms the recommendations of Insurance Labor Management Committee regarding 2015 employee insurance benefits for the City of Maplewood.

Approved this 24th day of November 2014.

MEMORANDUM

TO: Melinda Coleman, City Manager
FROM: Karen Haag, Director Citizen Services
DATE: November 18, 2014
SUBJECT: Approval of Resolution for 2015 Annual Liquor License Renewals for Club, Off-Sale, On-Sale, and Wine

Introduction

All city issued liquor licenses are due to expire on December 31, 2014. The following license holders have been notified of the renewal requirement and are eligible to be renewed contingent upon the receipt of their completed license renewal application, required fees and insurance policies.

Budget Impact

None

Recommendation

It is recommended that Council approve the Resolution for 2015 Annual Liquor License Renewals for Club, Off-Sale, On-Sale, and Wine

Attachments

1. Resolution for 2015 Annual Liquor License Renewals for Club, Off-Sale, On-Sale, and Wine

RESOLUTION
2015 ANNUAL LIQUOR LICENSE RENEWALS FOR CLUB, OFF-SALE, ON-SALE AND WINE

RESOLVED BY THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, RAMSEY COUNTY, MINNESOTA, that the following On-Sale, Off-Sale, Club and Wine Liquor Licenses, having been previously duly issued by this Council, are hereby approved for renewal for one year, effective January 1, 2015, with approvals granted herein subject to satisfactory results of required Police, Fire, health inspections, and required documentation submitted:

Off-Sale 3.2 Beer Licenses

Cub Foods #30244 100 County Road B West	Rainbow Foods #7300 2501 White Bear Avenue
Cub Foods #31264 2390 White Bear Avenue	SuperAmerica #4022 1750 White Bear Avenue
Maplewood Kwik Mart 2150 McMenemy Street North	SuperAmerica #4089 11 Century Avenue South

Off-Sale Intoxicating Liquor Licenses

61 Liquors 2700 Maplewood Dr North	Maplewood Wine Cellar 1281 Frost Avenue
A-1 Liquor 19 Century Avenue North	Merwin Liquors 1700-D Rice Street
Big Discount Liquor 2515 White Bear Avenue	MGM Liquor Warehouse 2950 White Bear Avenue
Costco Wholesale #1021 1431 Beam Avenue East	Party Time Liquor 1835 East Larpenteur Avenue
Cub Discount Liquor 100 West County Road B	Princess Liquor 'n Tobacco 2728 Stillwater Road
Heritage Liquor LLC 1347 Frost Avenue	Sarrack's Int'l. Wine & Spirits 2305 Stillwater Road
Maddie's Liquor 1690 McKnight Road North	White Bear Liquor & Wine 2223 White Bear Avenue

On-Sale 3.2 Beer Licenses

Chipotle Mexican Grill #1438
3095 White Bear Ave North

On-Sale Club License

Maplewood Moose Lodge #963
1946 English Street

On-Sale Intoxicating Liquor Licenses

5-8 Tavern & Grill
2289 Minnehaha Avenue

Acapulco Mexican Restaurant
3069 White Bear Avenue

Aramark
2350 Minnehaha Avenue East

Bleachers Bar & Grill
2220 White Bear Avenue

Buffalo Wild Wings #118
3085 White Bear Avenue

Champps of Maplewood
1734 Adolphus Street

Chili's Grill & Bar #224
1800 Beam Avenue

Chipotle Mexican Grill #224
2303 White Bear Avenue

Downtown Lav 52 Km
3030 Southlawn Dr. N

Freddy's Tiki Hut
1820 Rice Street North

Goodrich Golf Course
1820 North Van Dyke

Guldens Roadhouse
2999 North Highway 61

Huey's Saloon
2425 North Highway 61

Jake's City Grille
1745 Beam Avenue East

Lancer Catering at Keller Golf Course
2166 Maplewood Drive North

McCarron's Pub and Grill
1986 Rice Street N

Myth
3090 Southlawn Drive North

Olive Garden #1200
1749 Beam Avenue

Osaka Sushi & Hibachi
1900 County Road D E

Outback Steakhouse #2412
1770 Beam Avenue

Red Lobster #0283
2925 White Bear Avenue

Stargate Dance Club
1700 Rice Street, Suite J

T.G.I. Friday's #0472
3087 White Bear Avenue

The Dog House Bar & Grill
2029 Woodlynn Avenue East

The Ponds at Battle Creek
601 Century Avenue South

On-Sale Wine/Strong Beer Licenses

Bambu Asian Cuisine
1715-A Beam Avenue

Noodles & Company
2865 White Bear Avenue

Taste of India
1745 Cope Avenue East

MEMORANDUM

TO: Melinda Coleman, City Manager

FROM: Tom Ekstrand, Senior Planner

DATE: November 19, 2014

SUBJECT: Approval of the Following Requests for U-Haul to Expand their Business to the Former Goodwill Property, 2250 White Bear Avenue:

1. A Conditional Use Permit for Indoor Storage in a Commercial Zoning District
2. A Conditional Use Permit to Lease Motor Vehicles
3. A Variance to Lease Trucks and Trailers Within 350 Feet of Residentially-Zoned Property

Introduction

U-Haul is proposing to expand their business into the former Goodwill site at 2250 White Bear Avenue. They propose to use the existing building for interior storage and to park trucks and trailers for rent in the Goodwill parking lot.

These requests would require:

1. A conditional use permit (CUP) for indoor storage in a commercial zoning district.
2. A CUP to lease motor vehicles.
3. A variance to lease trucks and trailers within 350 feet of a residential district. There are residential districts abutting to the south and across Van Dyke Street to the east. This proximity would prevent them from parking and leasing of vehicles on the site unless they received a variance.

As part of the variance request, the applicant is proposing to not park trucks or trailers within the southerly 100 feet of the property. This would keep vehicles 100 feet from the abutting residential lot line.

There are no exterior changes to the building or site proposed at this time. Depending on what the applicant may propose, this may require review by the community design review board.

Refer to the applicant's letters and the attached maps.

Background

July 14, 2014: The city council amended the BC (business commercial) district requirements to allow indoor storage by conditional use permit. Prior to that action, warehousing was only allowed in a M1 (light manufacturing) zoning district.

Discussion

Interior Storage Request

Staff does not see any problem with the proposed CUP for interior storage in the former Goodwill building. This activity should not be a burden on neighbors. The applicant has proposed the following hours of operation for their rental business and for the proposed storage facility:

Monday – Thursday	7 a.m. to 7 p.m.
Friday	7 a.m. to 8 p.m.
Saturday	7 a.m. to 7 p.m.
Sunday	9 a.m. to 5 p.m.

Truck and Trailer Rental and Parking Setback Variance

These two requests go hand-in-hand. Code requires a CUP for the truck and trailer rental business regardless of its proximity to residential properties. The variance is needed to park such vehicles closer than 350 feet to residential properties.

To make use of the parking lot and reasonably comply with the city's setback requirements, the applicant is proposing to keep all rental vehicles 100 feet from the abutting residential district to the south. Staff feels that this setback, along with the installation of proper screening on the east and south sides of the property, would meet the intent of the ordinance.

Screening

The existing screening fence on the east side of the property is very dilapidated. The applicant proposes to replace this fence. Staff recommends that the applicant provide a continual six-foot-tall screening fence along the entire easterly property line to provide a buffer for the New Horizon facility. Staff asked the management at New Horizon what their preference would be and they would like to see a continual fence for privacy and a proper buffer.

The fence along the south lot line is the neighbors and provides good screening, however, staff recommends that the applicant provide fencing in the gaps around the southeast corner of the site, provided the city engineer approves screening in this area due to the drainage swale in this corner.

Additional Site Considerations

The applicant has not submitted any plans for site improvements, screening or building improvements. As a condition of this approval, they should submit such plans to staff for approval.

Parking lot: The parking lot is in poor shape. The applicant is proposing to resurface the parking lot.

Building Maintenance: The applicant is proposing to clean-up/repair the building exterior. Their goal is to make the building look new.

Trash enclosure: There is no trash enclosure on site. If the applicant has outdoor trash containers, they must provide trash enclosures as code requires.

Driveway connection between the current U-Haul site and the proposed former Goodwill site: There is a previously paved area south of the building. The applicant is proposing to pave a connecting driveway between the existing U-Haul site and the former Goodwill site to keep their traffic off of streets.

Existing freestanding sign structure: The sign code "grandfathers-in" legal-nonconforming signs for as long as they remain in place. Section 5, of the sign code, states that, "after a nonconforming sign has been removed, it shall not be replaced by another nonconforming sign."

The tall freestanding sign on this property was installed according to the provisions of the former sign code. At that time, a property owner could put up a 50 foot tall sign if it had a setback from the front lot line of 75 feet or more. The current sign code would allow a freestanding sign with a maximum height of 20 feet and a maximum area of 140 square feet

To comply with ordinance, the tall sign structure on the site must be removed.

CUP Consideration

The zoning ordinance requires that the city council find that all nine "standards" for CUP approval be met to allow a CUP. These standards for approval are:

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

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

The proposal would meet the above standards for approval. This use would not impact the neighborhood.

Variance Consideration

All variances must follow the requirements provided in Minnesota State Statutes. State law requires that variances shall only be permitted when they are found to be:

- In harmony with the general purposes and intent of the official control
- Consistent with the comprehensive plan
- When there are practical difficulties in complying with the official control. "Practical difficulties" means that the property owner proposes to use the property in a reasonable manner not permitted by an official control. The plight of the landowner is due to circumstances unique to the property not created by the landowner and the variance, if granted, will not alter the essential character of the locality.

Without a variance, the site would not be usable for the applicant to park any rental vehicles since the entire site falls within 350 feet of residential property. The proposed 100-foot setback from the southerly residential lot line and the residential property to the east would meet this requirement with the screening fences proposed. Furthermore, the proposed use would be consistent with the Maplewood Comprehensive Plan.

Neighbors' Comments

Staff surveyed the 35 property owners within 500 feet of the proposed property for their comments. We received four replies which are as follows:

- I think it is a good use for the property and would be a big improvement over the present condition of the building (Michael Slattery, 4510 Empire Drive, Hugo, MN).
- We have no comments (Maria Maughn, Health Partners).

- We have no issue with this proposal. The only thing we ask as the local McDonald's is that something could be posted in each rental facility to "please do not go through our drive-through with these rental units." We continue to deal with this damaging our property as well as impeding service for all our customers. When an event occurs which stops or slows down our drive through business, the manager on duty has to deal with this. Thanks for any and all help in curtailing this issue (McDonald's, 1797 Cope Avenue).
- We operate the New Horizon Academy early learning center located at 2251 Van Dyke Street right by the former Goodwill property. We have some concerns about the proposed expansion of U-Haul's business at that location. Originally U-Haul informed our center director that the site would only be used as a high end storage facility with guards on site 24-7. U-Haul also stated that they were going to install a tall and high-quality white picket fence. Based on that information, we did not have any concerns. However, now U-Haul plans to use the site for renting out their trucks and trailers, we do have concerns. Traffic volumes will significantly increase due to high volumes of customers coming and going. Also, with trailers and trucks sitting in the parking lot, we are concerned is that their property will look junky which will have a negative impact the on our curb appeal for our center (Jill Dunkley, New Horizon Companies)

Since this email, staff spoke with Debbie Wells, the manager at the neighboring New Horizon about their concerns. Ms. Wells stated that if sufficient screening is installed they would be ok with the proposal. The applicant is proposing to install a six-foot-tall screening fence along the east property line as a buffer for New Horizon.

Department Comments

Building Official

Nick Carver, building official, stated that all applicable building codes must be complied with.

Engineering

Jon Jarosch, staff engineer, stated that if the applicant just does a mill/overlay we wouldn't consider it "disturbed impervious" and there wouldn't be any additional requirements. If they penetrate the aggregate base, it would be considered disturbed. If they get over 21,780 SF of disturbance, then they need to meet our water quality requirements. Either way they would need a permit to redo the parking lot.

Assistant Fire Chief

Butch Gervais, Assistant Fire Chief, commented that this may be a change in use from mercantile to storage. If that is the case, they would need to have fire protection installed. If there is such a system presently, it would need to be serviced.

Police

Paul Schnell, police chief, stated that he sees no issue with this proposal.

Commission Actions

November 18, 2014: The planning commission recommended approval of these requests with the staff recommendation.

Budget Impact

None.

Recommendations

- A. Approve a conditional use permit resolution to allow indoor storage and the leasing of trucks and trailers in a BC (business commercial) zoning district, located at 2250 White Bear Avenue. Approval is based on the findings required by ordinance and subject to the following conditions:
1. All construction shall follow the site plan date-stamped September 15, 2014 approved by the city in addition to the required changes below. Staff may approve minor changes.
 2. The proposed use must be substantially started within one year of council approval or the permit shall become null and void. The council may extend this deadline for one year.
 3. The city council shall review this permit in one year.
 4. The applicant shall submit plans for their site and building improvements to the community design review board for approval.
 5. The building and site changes and improvements shall include the following requirements:
 - a. A decorative six-foot-tall solid screening fence along the easterly lot line to screen the proposed site from the New Horizon day care center building and playground. The screening fence shall be also placed in the southeast corner of the site to fill in a gap in screening. Fencing in this area is subject to the requirements of the city engineer due to the drainage swale in this corner.
 - b. Clean-up, maintenance and repair of the former Goodwill building.
 - c. Resurfacing of the parking lot.
 - d. Providing a connecting driveway between the existing U-Haul property and the former Goodwill site. This connecting driveway shall be curbed with concrete curbing to meet the requirements of city code.
 - e. Restriping of the parking lot with no parking lot stripes for rental vehicles any closer than 100 feet to the south property line.

- f. Removal of the tall freestanding sign structure. This sign is no longer considered legal-nonconforming.
6. The applicant shall comply with the requirements of the city's building official, assistant fire chief and city engineer.
- B. Approval of a variance resolution to allow the leasing of motor vehicles within 350 feet of property zoned and planned as residential. This variance is based on the findings that:
1. The proposed setback reduction to 100 feet from the southerly lot line would be in harmony with the general purposes and intent of the ordinance since the site would be screened from view from the residential properties to the south and the east by six-foot-tall screening fences.
 2. The proposal is for a commercial venture which is consistent with the Maplewood Comprehensive Plan for this property.
 3. There are practical difficulties in complying with the ordinance. The applicant would not be able to utilize this site for truck and trailer leasing without a variance since the entire site is within 350 feet of residential property.

This approval is conditioned upon all rental vehicles being kept at least 100 feet from the abutting residential property to the south.

Reference Information

Site Description

Site size: 1.55 acres

Existing land use: The former Goodwill Store

Surrounding Land Uses

North: White Bear Avenue, Cope Avenue and Corner Shops

South: Town homes and Bleachers Bar and Grill

East: New Horizon Academy

West: White Bear Avenue, the existing U-Haul site and Fleming's Auto Service

Planning

Land Use Plan designation: C (commercial)

Zoning: BC (business commercial)

Code Requirement

Section 44-512 (4) of the BC zoning district states that in a BC District, a conditional use permit is required for interior storage or warehouses.

Section 44-512 (5) of the BC zoning district states that a conditional use permit is required for the sale or leasing of used motor vehicles and such uses must be 350 feet from residential property.

Findings for CUP Approval

Section 44-1097 (a) requires that the city council base approval of a CUP on nine findings. Refer to the findings for approval in the resolution.

Findings for Variance Approval

State statute requires that in order to grant a variance, the city council must determine that the proposal is found to be:

- (1) In harmony with the general purposes and intent of the official control;
- (2) Consistent with the comprehensive plan;
- (3) When there are practical difficulties in complying with the official control. "Practical difficulties" means that the property owner proposes to use the property in a reasonable manner not permitted by an official control. The plight of the landowner is due to circumstances unique to the property not created by the landowner and the variance, if granted, will not alter the essential character of the locality.

Application Date

The application for this request was complete on September 15, 2014. State law requires that the city decide on such applications within 60 days. The deadline for city council action would have been November 14, 2014, but staff extended the deadline an additional 60 days since review was delayed. Staff has set the deadline for city council action now to be January 13, 2015.

Attachments

1. Conditional Use Permit Resolution
2. Variance Resolution
3. Land Use Plan Map
4. Zoning Map
5. Aerial Photo
6. Site Plan date-stamped September 15, 2014
7. Certificate of Survey
8. Applicant's CUP Justification Letter dated August 12, 2014
9. Applicant's Variance Justification Letter dated August 28, 2014
10. Applicant's figures on Traffic Studies and Commercial Uses

p:sec11\U-Haul 2250 White Bear Avenue\U-Haul Expansion to Goodwill Site\U-Haul CUP and Variance CC Report 11 14 te

CONDITIONAL USE PERMIT RESOLUTION

WHEREAS, U-Haul, has applied for a conditional use permit be allowed to lease trucks and trailers and to operate an indoor-storage facility in a BC (business commercial) district.

WHEREAS, Sections 44-512 (4 and 5) of the city ordinances requires a conditional use permit for used car sales or leasing and for indoor storage facilities in a BC (business commercial) zoning district.

WHEREAS, this permit applies to the property located at 2255 White Bear Avenue. The property identification number of this property is:

112922330059

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

1. On November 18, 2014, the planning commission held a public hearing. The city staff published a notice in the paper and sent notices to the surrounding property owners. The planning commission gave everyone at the hearing a chance to speak and present written statements. The planning commission also considered the reports and recommendation of city staff. The planning commission recommended that the city council approve this permit.
2. On _____, 2014, the city council considered reports and recommendations of the city staff and planning commission.

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

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

7. The use would not create excessive additional costs for public facilities or services.
8. The use would maximize the preservation of and incorporate the site's natural and scenic features into the development design.
9. The use would cause minimal adverse environmental effects.

Approval is subject to the following conditions:

1. All construction shall follow the plans date-stamped September 15, 2014, approved by the city. Staff may approve minor changes.
2. The proposed use must be substantially started within one year of council approval or the permit shall become null and void. The council may extend this deadline for one year after review and good-cause is shown.
3. The city council shall review this permit in one year.
4. The applicant shall submit plans for their site and building improvements to the community design review board for approval.
5. The building and site changes and improvements shall include the following requirements:
 - a. A decorative six-foot-tall solid screening fence along the easterly lot line to screen the proposed site from the New Horizon day care center building and playground. The screening fence shall be also placed in the southeast corner of the site to fill in a gap in screening. Fencing in this area is subject to the requirements of the city engineer due to the drainage swale in this corner.
 - b. Clean-up, maintenance and repair of the former Goodwill building.
 - c. Resurfacing of the parking lot.
 - d. Providing a connecting driveway between the existing U-Haul property and the former Goodwill site. This connecting driveway shall be curbed with concrete curbing to meet the requirements of city code.
 - e. Restriping of the parking lot with no parking lot stripes for rental vehicles any closer than 100 feet to the south property line.
 - f. Removal of the tall freestanding sign structure. This sign is no longer considered legal-nonconforming.
6. The applicant shall comply with the requirements of the city's building official, assistant fire chief and city engineer.

The Maplewood City Council _____ this resolution on _____, 2014.

VARIANCE RESOLUTION

WHEREAS, U-Haul has applied for a variance to be allowed to lease trucks and trailers closer than 350 feet to a residential zoning district.

WHEREAS, this variance applies to the property at 2255 White Bear Avenue. The property identification numbers for this property is:

112922330059

WHEREAS, Sections 44-512 (5) of the city ordinances requires that used motor vehicle rental activities be at least 350 feet from a residential district.

WHEREAS, the applicant's proposed use would be totally within this 350 foot proximity of two nearby residential districts.

WHEREAS, the history of this variance is as follows:

1. The planning commission held a public hearing on November 18, 2014. City staff published a notice in the Maplewood Review and sent notices to the surrounding property owners as required by law. The planning commission gave everyone at the hearing an opportunity to speak and present written statements. The council also considered reports and recommendations from the city staff. The planning commission recommended that the city council approve this variance.
2. On _____, the city council considered the recommendations of city staff and the planning commission and the testimony of persons present at the meeting.

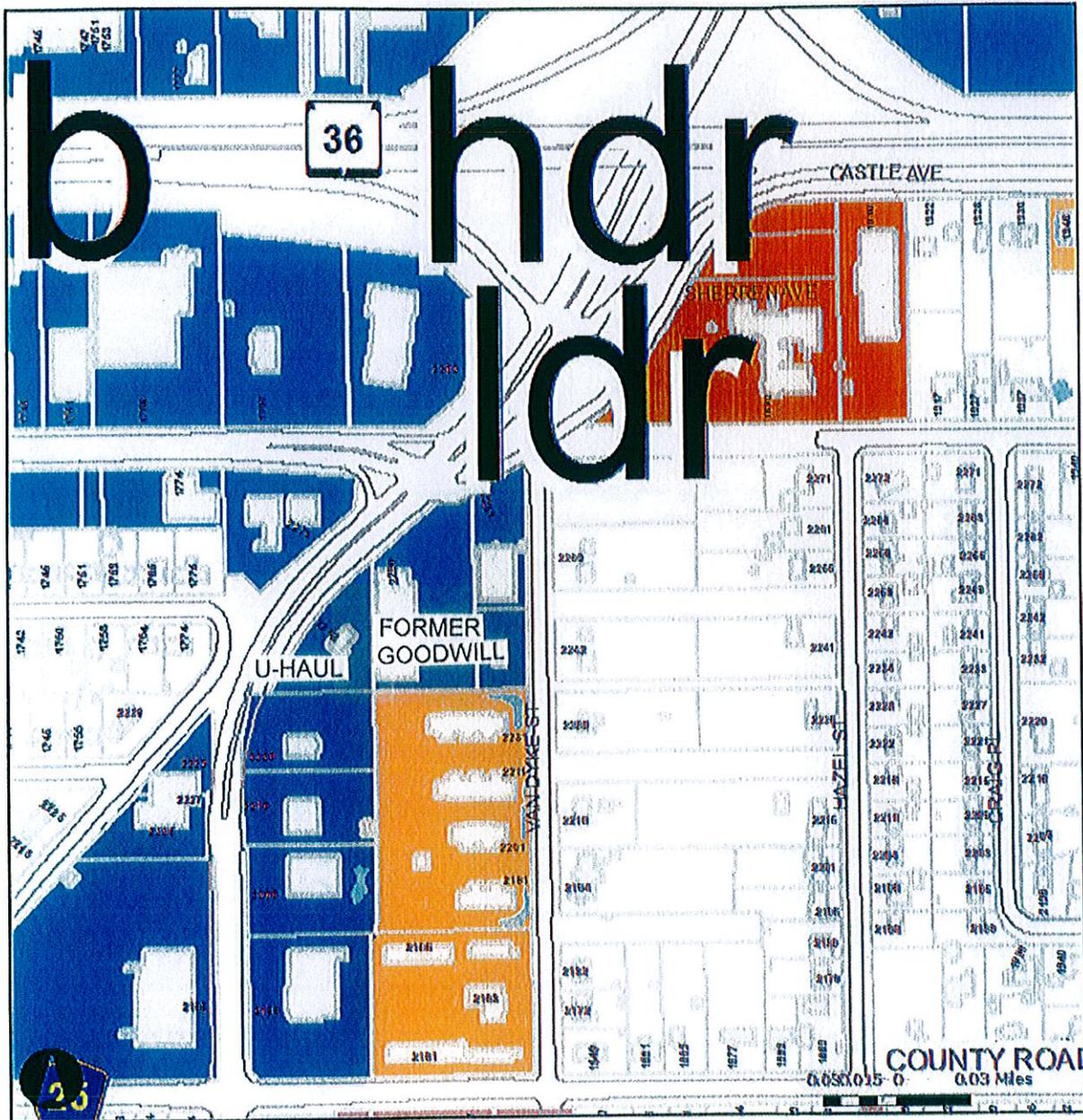
NOW, THEREFORE, BE IT RESOLVED that the city council _____ the above-described variances since:

1. The proposed setback reduction to 100 feet from the southerly lot line would be in harmony with the general purposes and intent of the ordinance since the site would be screened from view from the residential properties to the south and the east by six-foot-tall screening fences.
2. The proposal is for a commercial venture which is consistent with the Maplewood Comprehensive Plan for this property.
3. There are practical difficulties in complying with the ordinance. The applicant would not be able to utilize this site for truck and trailer leasing without a variance since the entire site is within 350 feet of residential property.

This approval is conditioned upon all rental vehicles be kept at least 100 feet away from the abutting residential property to the south.

The Maplewood City Council _____ this resolution on _____, 2014.

Land Use Plan Map



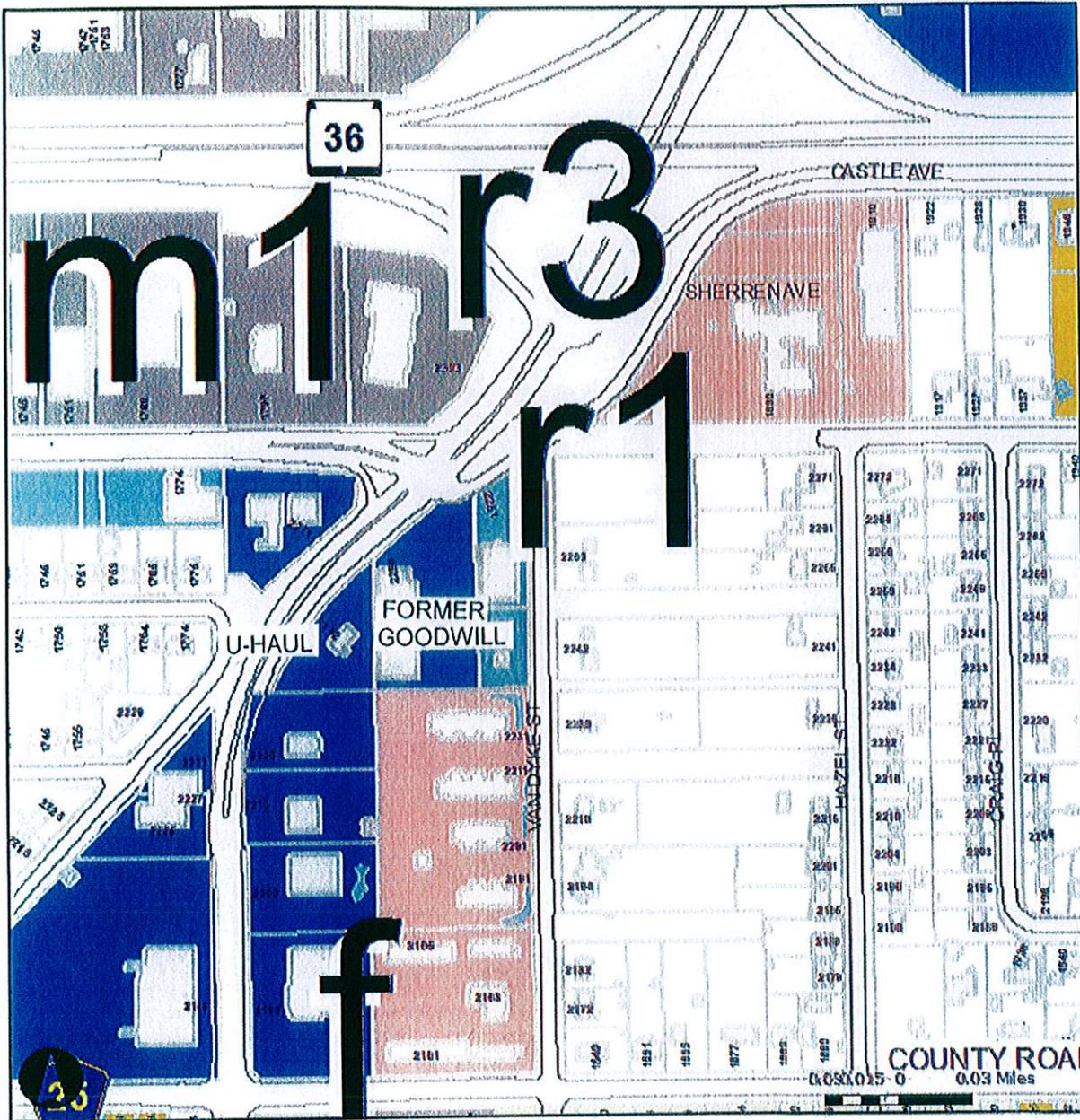
Copyright

MaplewoodBaseMap

Chad Bergo

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

Zoning Map

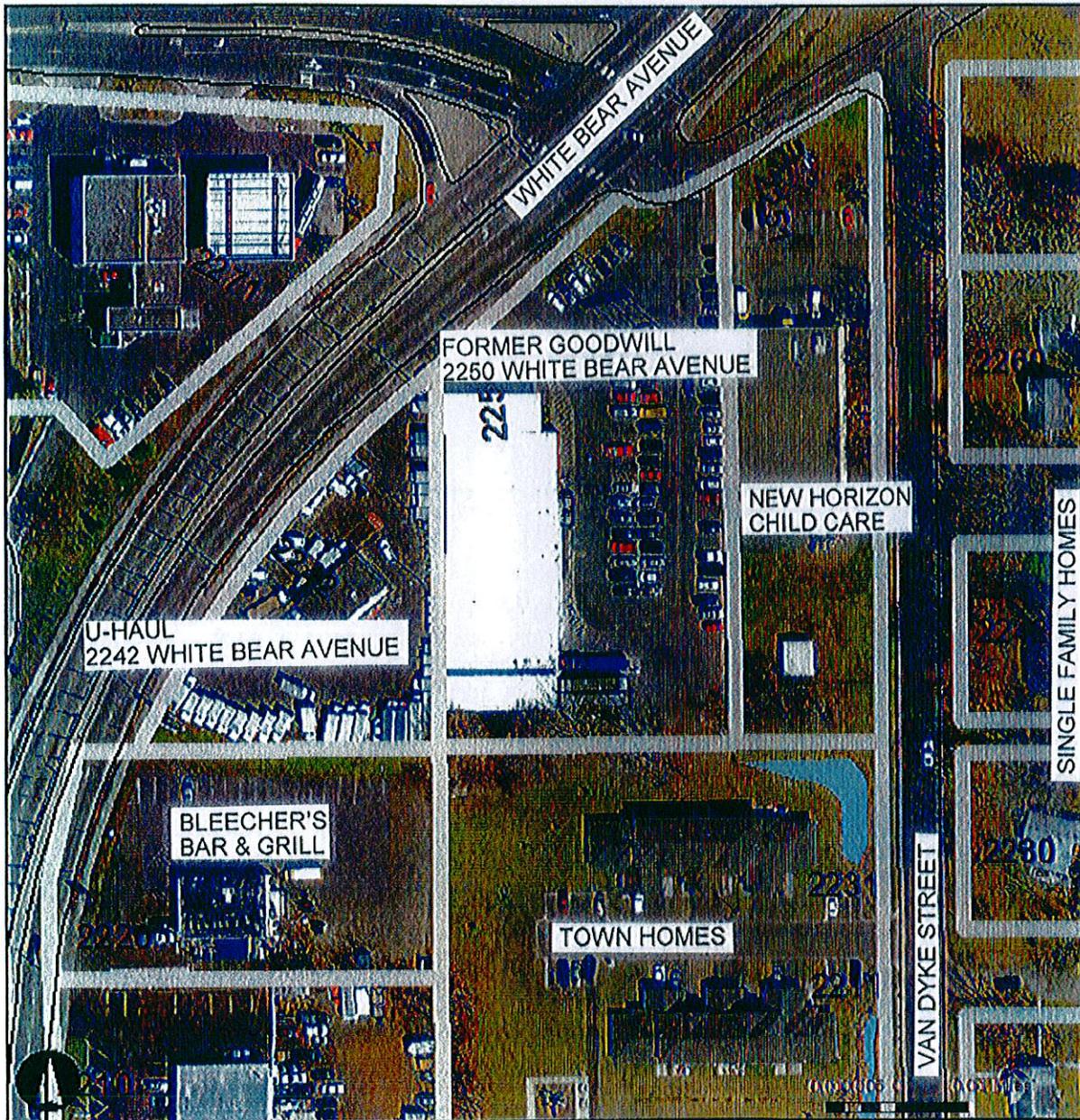


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Chad Bergo

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Aerial Photo



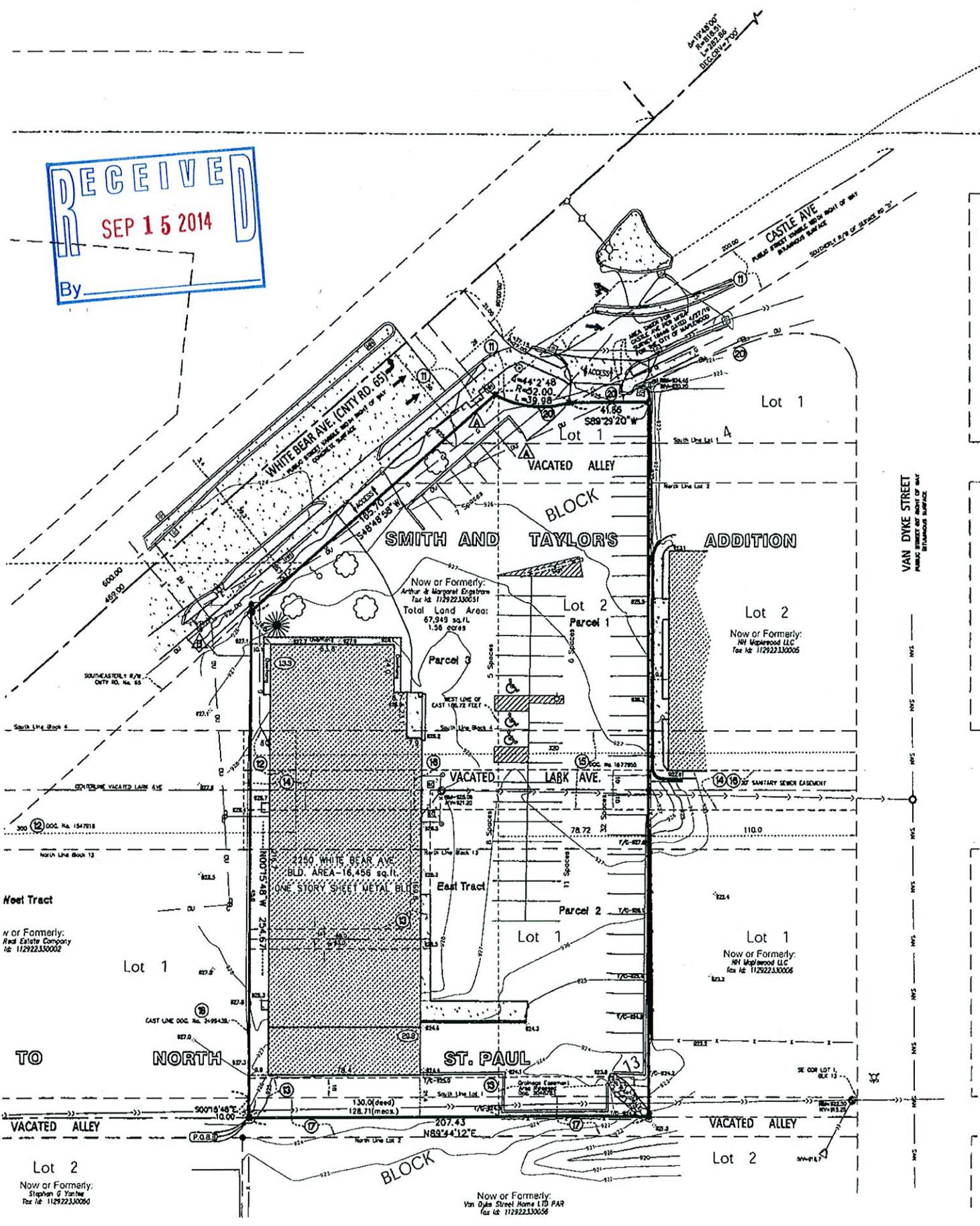
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MaplewoodBaseMap

Chad Bergo

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

RECEIVED
SEP 15 2014
By _____



VAN DYKE STREET
PUBLIC STREET AND RIGHT OF WAY
RETAINING SURFACE

AMERCO[®]

REAL ESTATE COMPANY

2727 NORTH CENTRAL AVENUE, 5-N • PHOENIX, ARIZONA 85004
P: 602.263.6555 • F: 602.277.5824 • EMAIL daniela_warren@uhaul.com

August 12, 2014

City of Maplewood
1830 County Road B East
Maplewood, MN 55109
651-249-2300 Fax: 651-249-2319

Project Statement For Conditional Use Application:
Proposed Self-Storage and Truck and Trailer Rental/Leasing
2250 White Bear Avenue N; Maplewood, MN 55109

1. The use would be located, designed, maintained, constructed and operated to be in conformity with the City's comprehensive plan and Code of Ordinances.

The proposed uses of self-storage and truck and trailer leasing would have compliance with standards imposed on it by the City of Maplewood Codes. The proposal would follow 'BC Business Commercial District' standards for use and design. Amerco/U-Haul has prepared a site plan (attached) with landscaping and parking that is suitable for the 'BC Business Commercial District'. The proposal would comply with the Comprehensive Plan.

2. The use would not change the existing or planned character of the surrounding area.

The proposed uses would not have a substantial or undue adverse effect upon adjacent property, the character of the area, or public health, safety, and general welfare. Self-storage facilities are quiet and they provide an excellent buffer between zones. The adaptive re-use of this building into a self-storage building provides infill and very low impacts.

3. The use would not depreciate property values.

The proposed uses would operate in accordance with district regulations and would not dominate the immediate vicinity or interfere with the use and development of neighboring property. U-Haul provides clean, safe, and secure facilities.

4. The use would not involve any activity, process, materials, equipment or methods of operation that would be dangerous, hazardous, detrimental, disturbing, or cause a nuisance to any person or property, because of excessive noise, glare, smoke, dust, odor, fumes, water or air pollution, drainage water run-off, vibration, general unsightliness, electrical interference or other nuisances.

The 'BC Business Commercial District' is intended to provide areas for the development of service, commercial, and retail uses requiring direct vehicular access. Self-storage and truck rental and leasing are commercial uses needed to serve the citizens of Maplewood. The proposed uses would not be detrimental or a nuisance because they are appropriate for the area and the design would follow Maplewood Code.

5. The use would generate only minimal vehicular traffic on local streets and would not create traffic congestion or unsafe access on existing or proposed streets.

Self-storage and truck rental and leasing would not cause undue traffic congestion nor draw significant amounts of traffic through residential streets. U-Haul provides a one stop shop which reduces vehicular trips. The proposal would create very little additional traffic in the immediate area. Self-storage facilities create very little traffic compared to most other retail uses (see attached traffic counts).

6. The use would be served by adequate public facilities and services, including streets, police and fire protection, drainage structures, water and sewer systems, schools and parks.

Self-storage and truck and trailer leasing would have no impact on schools and parks; and have little impact on utilities. Currently, there are adequate public facilities and services for these proposed uses.

7. The use would not create excessive additional costs for public facilities or services.

Self-storage and truck rental would provide a community service and additional tax revenue. There would not be excessive additional costs for public facilities or services because the uses are proposed at an existing location and the uses

have very little impact on facilities and services. Currently, there is an existing U-Haul that is abutting this property.

8. The use would maximize the preservation of and incorporate the site's natural and scenic features into the development design.

The proposed uses would be served adequately by essential public facilities and services, because the existing property would provide all that is required for self-storage and truck rental and leasing. The site is established and U-Haul is proposing an adaptive re-use that allows for the integrity of the site to remain with additional improvements.

9. The use would cause minimal adverse environmental effects.

The proposed conditional use would allow for self-storage and truck rental and leasing which would provide the community with service, convenience, and sustainability. There would be a reduction of automobile use thus reducing the carbon emissions in the air and providing sustainability. Reducing vehicular trips has a positive impact on traffic congestion. Truck and trailer leasing is an asset to the community because allowing economic mobility allows community members an improved quality of life.

AMERCO[®]

REAL ESTATE COMPANY

2727 NORTH CENTRAL AVENUE, 5-N • PHOENIX, ARIZONA 85004
PHONE: 602.263.6555 • FAX: 602.277.5824 • EMAIL: parul@uhaul.com

August 28, 2014

City of Maplewood
1902 County Road B East
Maplewood, MN 55109
651-249-2300 Fax: 651-249-2319

RE: Project Statement for Variance Application
2250 White Bear Avenue N; Maplewood, MN 55109

A variance is in harmony with the general purposes and intent of the official control. The property at 2250 White Bear Avenue N is zoned 'BC Business Commercial District.' The comprehensive plan designates the land use as 'BC Business Commercial District.' According to the zoning code, 'the sale or leasing of used motor vehicles' and 'the storage or rental of motor vehicles' (truck and trailer rentals) are permitted with a conditional use in the 'BC Business Commercial District.' The 'motor vehicles'/truck and trailer rentals are intended to not be within 350 feet of any property that the city is planning for residential use. We are proposing an adaptive re-use therefore the building height, setbacks, orientation, parking lot location, and location of building entrances are currently in existence and the U-Haul truck and trailer rental would have a less than significant impact on the nearby residents to the east and south. Currently there is a U-Haul truck and trailer rental location abutting at 2242 White Bear Avenue N therefore our proposal is compatible with the abutting residential uses because it already exists. We propose to have no U-Haul truck parking near the loading docks of the building. More specifically, we propose to have no truck and trailer parking within 100 feet of the abutting residents to the south (Please see our attached site plan.) We believe that using only the front ¾ of the property makes our proposal consistent with the zoning ordinance, comprehensive plan and surrounding community.

The proposed U-Haul truck and trailer rentals at 2250 White Bear Avenue N would provide an excellent community service and would have little impact on the surrounding residential use. U-Haul of Maplewood would provide a one stop shop and continue to support the community with jobs and additional tax revenue. The truck and trailer rental would be screened from the current residential use. There is a parcel to the east of this property and Van Dyke Street that creates a buffer and a transition for our use – furthermore there is an existing fence and landscape buffer. The proposed use of truck and trailer rental would be located 100 feet from the residential property to the south. There would be landscaping and fencing for screening. The proposed use of truck and trailer rental would not add significant intensity to the surrounding area due to the current proximity to White Bear Avenue N. The proposed truck and trailer rental is abutting the major arterial. U-Haul truck and trailer leasing does not generate large traffic counts – it reduces local congestion by reducing trips generated. Also our hours of operation, allow our proposed use to be compatible with residential uses.

- Hours of Operation:

Mon. - Thurs.	7:00 a.m. to 7:00 p.m.
Fri.	7:00 a.m. to 8:00 p.m.
Sat.	7:00 a.m. to 7:00 p.m.
Sun.	9:00 a.m. to 5:00 p.m.

U-Haul has met with the neighbors and it has been expressed that the U-Haul at Maplewood and the proposed uses are agreeable. It is our hope that you will consider our plan for the City of Maplewood. Overall, U-Haul will provide an excellent community service and buffer for the residential areas by being a low traffic commercial use.

Traffic Studies and Commercial Uses

Our truck rental and self-storage uses generate less traffic than most other commercial uses.

Use	Square Feet	Traffic		Typical Hours	Days
		Weekday	Weekend		
		Volume	Volume		
Fast Food Restaurant	3,000 sq ft	3,161 trips	3,430 trips	18 hours - 24 hours	7
Gas Station w/ Convenience Store	2,200 sq ft	1,200 trips	2,200 trips	18 hours - 24 hours	7
Hotel	50,000 sq ft	905 trips	901 trips	24 hours	7
Casual Dining	5,000 sq ft	1,075 trips	1,258 trips	11 am - 11 pm 12 hours	7
U-Haul Center	80,000 sq ft	31 trips	53 trips	7 am - 7 pm 12 hours	7



MEMORANDUM

TO: Melinda Coleman, City Manager

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

DATE: November 14, 2014

SUBJECT: Approval of Resolution Adopting 2015 Assessment Rates, Public Works Permit Fees and Park Availability Charges

Introduction

The City Council will consider approving the attached resolution adopting the 2014 assessment rates, permit fees, and park availability charges (PAC).

Background

Each year the Public Works Department analyzes rates and makes a recommendation to the council on adjustments. The majority of 2015 permit fees are recommended to remain at 2014 levels. General assessment rates for street improvement projects are based on the results of Independent Special Benefit Appraisal reports.

There are two permit fees that are proposed to change in 2015. The changes are highlighted on the Public Works 2015 Permit Fee Schedule attachment. The first permit fee change is for private individual septic system which is being reduced from \$2,000 in 2014 to \$500 in 2015. There are only a few of these systems left in Maplewood and the Public Works Department processes approximately 1 to 2 private individual septic system permits each year. The fee is being lowered to reduce the financial burden on homeowners, because these permits are generally issued when an existing system is failing and needs to be fixed or replaced. The second permit fee change is for storm sewer permits and the cost per connection, new structure, alteration, or re-inspection. In 2014 there were several different amounts for these items with an average cost of \$43 each. The amount of work required for each of these items is very similar to each other and to work required under the sanitary sewer main line permit. For 2015 these items have been consolidated and the cost has been raised to \$59 each. This brings the cost in line with similar work being done under the sanitary sewer main line permit.

A new storm sewer permit escrow is proposed for 2015. The base escrow is set at \$300, which covers the first 10 structures of a new system, plus \$30 for each additional structure. This escrow is being taken to ensure contractors installing private storm sewer systems are contacting the city for inspection after the work has been completed. The escrow will be returned after passing a city inspection.

There will be no increase to the park availability charge (PAC) according to the Parks and Recreation Director. For residential and multi-family developments the per capita base rate will remain at \$1,040. For commercial development the rate will remain at 9% of estimated market value of the land value.

The standard sanitary availability charge (SAC) and water availability charge (WAC) fees paid upon new sanitary sewer and water service connections or as part of development/redevelopment projects are proposed to remain at \$2,485 and \$285, respectively. The SAC charge is set and regulated by Metropolitan Council Environmental Services (MCES). It is a pass through charge in which the city collects and then distributes to the Met Council. The Local City SAC charge covers internal costs of administering the SAC program and is proposed to remain at 2014 levels of \$130.

The proposed 2015 Public Works permit fees, assessments, and PAC charges can be found in the attachments. City staff has reviewed the departments permitting process and fee structure. Several fees have been consolidated to reduce the complexity of the fee structure. This consolidation will make permitting more efficient to administer and more straightforward for those applying for a permit. The consolidation of these fees general does not result in an increase cost for the permit.

It is recommended that the 2015 rates take effect on January 1, 2015. In addition, it is recommended that these fees continue to be reviewed annually with a recommendation brought before the City Council for consideration.

Budget Impact

None

Recommendation

It is recommended that the City Council approve the attached Resolution for Adoption of the 2015 Assessment Rates, Public Works Permit Fees, and Park Availability Charges.

Attachments

1. Resolution
2. Public Works 2015 Permit Fee Schedule
3. 2015 Permit Fee Work Sheet

RESOLUTION
ADOPTION OF THE 2015 ASSESSMENT RATES, PUBLIC WORKS PERMIT FEES,
AND PARK AVAILABILITY CHARGES

WHEREAS, the City of Maplewood has established assessment rates, permit fees, and park availability charges, and

WHEREAS, city staff has reviewed the assessment rates, permit fees, and park availability charges.

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

1. The proposed assessment and improvement rates hereby attached shall become effective beginning January 1, 2015. Furthermore the special assessment rates shall be officially established through a benefit appraisal analysis.
2. The updated public works fees are approved for all related permit applications received on or after January 1, 2015.
3. The park availability charge (which has not changed from 2014) shall be effective beginning January 1, 2015.
4. The rates attached will be reviewed by staff on an annual basis with recommendations for revision brought to the City Council for consideration.

Adopted by the Maplewood City Council on this 24th day of November 2014.

Public Works Permit Fees - 2015

Date of Revision: 11-14-2014, SWL

Sanitary Sewer Fees	2013	2014	2015	Notes
Sanitary Service Connection Permit:				
New Sanitary Sewer Service (Per Service)	\$108	\$110	\$110	
Disconnect or Repair (Per Service)	\$38	\$39	\$39	
Sanitary Sewer Main Line Permit:				
Base Fee:	\$112	\$114	\$114	
Plus Each Connection to Existing System, New Structures, Alteration, or Re-Inspection	\$58	\$59	\$59	
Private Individual Septic Systems				
		\$2,000	\$500	
Sanitary Sewer Cash Connection Charge:				
Residential Connection Charge	\$4,240	\$4,325	\$4,325	For All New Connections for Properties That Have Not Previously Been Charged or Assessed for Construction of the Public System
Commercial Connection Charge (Per Front Footage)	\$56	\$57	\$57	For All New Connections for Properties That Have Not Previously Been Charged or Assessed for Construction of the Public System Commercial Connection Charge = Residential Connection Charge / 75 (Average Lot Width)
Sewer Assessment for City Project				
Residential Sanitary Service Installed to New Main	\$1,530	\$1,530	\$1,530	
Residential Sanitary Service Installed to Existing Main	\$2,880	\$2,880	\$2,880	
Comm/Ind Sanitary Service Installed to Existing Main	\$20	\$20	\$20	Cost Per Front Footage
Comm/Ind Sanitary Service Installed to Existing Main	\$38	\$38	\$38	Cost Per Front Footage
Sewer Availability Charge (SAC):				
SAC Unit Fee (Rate Set By MCES)	\$2,435	\$2,485	\$2,485	1 SAC Unit = 1 Single Family Dwelling (SFD) SAC Unit For All Other Types of Developments Total Number of Equivalent SFD SAC Units is Determined by MCES
Local SAC Fee Per SFD Unit	\$130	\$130	\$130	
Water System Fees	2013	2014	2015	Notes
Water Main Cash Connection Charge:				
Residential Connection Charge	\$4,240	\$4,325	\$4,325	For All New Connections for Properties That Have Not Previously Been Charged or Assessed for Construction of the Public System
Commercial Connection Charge	\$56	\$57	\$57	For All New Connections for Properties That Have Not Previously Been Charged or Assessed for Construction of the Public System Commercial Connection Charge = Residential Connection Charge / 75 (Average Lot Width)
Water System Assessment for City Project				
Residential Water Service Installed to New Main	\$1,530	\$1,530	\$1,530	
Residential Water Service Installed to Existing Main	\$1,900	\$1,900	\$1,900	
Comm/Ind Water Service Installed to New Main	\$20	\$20	\$20	Cost Per Front Footage
Comm/Ind Water Service Installed to Existing Main	\$25	\$38	\$25	Cost Per Front Footage
Water Availability Charge (WAC):				
WAC Unit Fee	\$280	\$285	\$285	The Total Number of WAC Units to be Paid is equal to the Total Number of Equivalent SAC Units Required as Determined by MCES
Storm Sewer System Fees	2013	2014	2015	Notes
Storm Sewer Permit:				
Private Storm Sewer Main Base Fee	\$112	\$114	\$114	
Plus Each Connection to Existing System, New Structures, Alteration, or Re-Inspection	\$42	\$43	\$59	
Base Escrow (covers first 10 connections or new structures)			\$300	Escrow released after passing inspection
Plus Additional Escrow (per each additional connection or new structure)			\$30	Escrow released after passing inspection
Storm Sewer System Assessment for City Project				
Storm Drainage Improvements	\$1,090	\$1,090	\$1,090	Assessment Rate Will Be Based on Independent Special Benefit Appraisals

Street, Driveway, and Parking Lot Fees	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>Notes</u>
Driveway & Parking Lot Permits				
Driveway Permit	\$27	\$28	\$28	\$104.00 Base Fee for 0-50,000 SF 50,000 SF and Greater = Base Fee + (SF over 50,000 SF x 0.002)
Parking Lot Paving Permit	\$102	\$104	\$104	
Street Improvement Assessment for City Project				
Assessments for Complete Street Reconstruction, Partial Street Reconstruction, Full Depth Bituminous Resurface, and Mill and Overlay Projects				
Assessment Rate Will Be Based on Independent Special Benefit Appraisals				

Grading Permit, Plan Review, and Inspection Fee	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>Notes</u>
Grading Permit and Inspection Fee Based on Total Estimate Material Moved				
<= 50 C.Y.	\$36	\$37	\$37	Grading and Fill Escrow is based on complexity of project, proximity to environmental sensitive areas, and scope of project.
51 to 100 C.Y.	\$92	\$94	\$94	
101 to 1000 C.Y.	\$92	\$94	\$94	
plus each additional 100 C.Y.	\$29	\$30	\$30	
1001 to 10,000 C.Y.	\$382	\$364	\$364	
plus each additional 1000 C.Y.	\$23	\$23	\$23	
10,001 to 100,000 C.Y.:	\$612	\$571	\$571	
plus each additional 10,000 C.Y.	\$134	\$137	\$137	
100,001 C.Y. to 200,000 C.Y.:	\$1,952	\$1,804	\$1,804	
plus each additional 10,000 C.Y.	\$76	\$77	\$77	
200,000 C.Y. or More:	\$2,712	\$2,574	\$2,574	
plus each additional 10,000 C.Y.	\$13	\$13	\$13	

Park Availability Charge	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>Notes</u>
PAC per capita Base Unit Charge	\$1,040	\$1,040	\$1,040	
PAC Commercial Development = % x Land Market Value	9%	9%	9%	

Right of Way Permit and Inspection Fees	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>Notes</u>
Contractor Yearly Registration Fee (Per Year)	\$40	\$40	\$40	
Hole Excavation Permit Fee (Per Hole)	\$100	\$100	\$100	
Trench Excavation Permit				
Base Fee	\$100	\$100	\$100	
Plus Each Additional 100 Lineal Feet	\$60	\$60	\$60	
Emergency Excavation Permit Fee	\$100	\$100	\$100	
Aerial / Obstruction Permit Fee (Obstruction)	\$80	\$80	\$80	
Permit Extension Fee	\$35	\$35	\$35	
Delay Penalty Fee				
Base Fee (Up to 3 Days Late)	\$35	\$35	\$35	
Plus Each Additional Day (Per Day)	\$10	\$10	\$10	
Directional Boring / Underground Piercing Fee				
Base Fee (First 100 Lineal Feet)	\$100	\$100	\$100	
Plus each additional Lineal Foot (Per Lineal Foot)	\$0.70	\$0.70	\$0.70	
Degradation Fee	Determined Case By Case			

Additional Charges	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>Notes</u>
All other services requiring additional staff time*	\$55	\$56	\$56	* Services requiring extensive staff time beyond what is considered reasonable for inspections or other services will be charged \$56.00 per hour

MEMORANDUM

TO: Melinda Coleman, City Manager

FROM: Shann Finwall, AICP, Environmental Planner

DATE: November 19, 2014

SUBJECT: Approval of Resolution Authorizing a Wetland Buffer Variance for the Construction of a Garage, 1703 Jessie Street

Introduction

Scott and Ann Miller are proposing to construct a 484-square-foot (22-foot x 22-foot) detached garage on their property at 1703 Jessie Street. The garage will be constructed within 30 feet of a Manage B wetland located to the north of the property. The City's wetland ordinance requires a 75-foot buffer from a Manage B wetland. This means the City Council would need to approve a wetland buffer variance to allow for the construction of the garage.

Request

The applicants are requesting a 45-foot wetland buffer variance. The code requires a 75-foot wetland buffer and structure setback to be maintained around a Manage B wetland. The applicant is proposing a 30-foot setback from the garage to the wetland.

Discussion**Garage Proposal**

The applicants' house at 1703 Jessie Street does not have a garage or driveway. There is a 10-foot-wide concrete curb cut and a small Class 5 parking area located on the north side of the house. The applicants propose to construct a 484-square-foot detached garage and extend the Class 5 driveway for access to the garage. A future hard surface driveway is proposed when funds are available.

The garage will be located within 12 feet of the north property line and 30 feet of the wetland located on the adjacent City property. The placement of the garage on the north side of the house will require a 45-foot wetland buffer variance. There is space behind the house for a garage. However, even that location would require a variance (albeit a reduced variance). It would also require the removal of trees and would not be convenient for the homeowner.

The yard along the north side of the house, adjacent the wetland, is mowed grass to within 10 feet of the wetland. It appears that the applicants maintain a portion of the City's land as their lawn area. The lot is fairly flat, but slopes slightly to the north within 10 feet of the wetland when the grade then slopes drastically to the water's edge.

Wetland Ordinance

The City's wetland ordinance states that the City may require that the applicant mitigate impacts to a wetland when approving a variance. Mitigation can include:

1. Reducing or avoiding the impact by limiting the degree or amount of the action, such as by using appropriate technology.
2. Rectifying the impact by repairing, rehabilitating, or restoring the buffer.
3. Reducing or eliminating the impact over time by prevention and maintenance operations during the life of the actions.
4. Compensating for the impact by replacing, enhancing, or providing substitute buffer land at a two-to-one ratio.
5. Monitoring the impact and taking appropriate corrective measures.
6. Where the city requires restoration or replacement of a buffer, the owner or contractor shall replant the buffer with native vegetation. A restoration plan must be approved by the city before planting.
7. Any additional conditions required by the applicable watershed district and/or the soil and water conservation district shall apply.
8. A wetland or buffer mitigation surety, such as a cash deposit or letter of credit, of 150% of estimated cost for mitigation. The surety will be required based on the size of the project as deemed necessary by the administrator. Funds will be held by the city until successful completion of restoration as determined by the city after a final inspection. Wetland or buffer mitigation surety does not include other sureties required pursuant to any other provision of city ordinance or city directive.

Mitigation Strategies

When drafting the wetland ordinance the City Council wanted to ensure pre-existing nonconforming single family homes and their lawn areas could remain livable. The applicants' house at 1703 Jessie Street was constructed prior to the wetland ordinance. If a garage would have been constructed at the same time as the house, no variance would have been required. A garage with storage for vehicles and equipment does make a house livable. As such, staff recommends the variance with mitigation strategies as outlined below:

1. **Garage Location:** The applicant proposes to construct the garage within 8 feet of the house. The City's building code would allow the garage to be constructed within 5 feet of the house. Staff recommends that the applicant shift the garage 3 feet to the south, toward the house, which will reduce the wetland buffer variance from 45 feet to 42 feet.
2. **Gutter/Downspout/Rain Garden:** Since the area proposed for the garage has been maintained as a mowed lawn for many years, the biggest impact that the garage will have is added water runoff. As such, the City should ensure that water running off the garage roof is allowed to infiltrate rather than run off into the wetland. Since there is a slight grade from the garage toward the wetland, all of the stormwater would eventually enter the wetland unless redirected.

Staff recommends that the applicants install a roof gutter on the north side of the garage and a downspout on the northeast corner of the garage. The downspout should direct water to the northeast corner of the garage, adjacent the driveway. In this area, staff recommends a rain garden to capture and treat the stormwater from the roof and the future hard surface driveway. Refer to the site plan on Attachment 6 for the proposed location of these mitigation strategies.

3. Lawn Area: As stated above, the applicants are maintaining a portion of the City's land as their lawn area. Discontinuing mowing of the lawn in this area and allowing it to become naturalized would benefit the wetland. As such, the lawn area to the north of the garage would be 12 feet (15 feet if the garage is shifted three 3 toward the house as recommended by staff). If the owner would prefer to restore the City's land to native plants at their own expense, the City would allow for that but would need to approve restoration plans.

Commission Reviews

The Environmental and Natural Resources Commission reviewed the variance on November 17, 2014, and recommended approval.

The Planning Commission held a public hearing for the variance on November 18, 2014, and recommended approval.

Department Comments

To capture the first inch of runoff from the garage and future hard surface driveway, Jon Jarosch, engineer, recommends that the rain garden be 8-feet by 16-feet in size. The City will work with the applicants to ensure proper design and planting of the rain garden.

Recommendation

Approve the attached resolution which authorizes a wetland buffer variance for the construction of a garage at 1703 Jessie Street. Approval is based on the following reasons:

1. Strict enforcement of the ordinance would cause the applicant practical difficulties because complying with the wetland buffer requirement stipulated by the ordinance would prohibit the building of any permanent structures, substantially diminishing the potential of this lot.
2. Approval of the wetland buffer variance will redirect stormwater from the garage and future hard surface driveway to a rain garden and areas near the wetland will no longer be maintained as a mowed lawn, but allowed to grow as a naturalized area.
3. Approval would meet the spirit and intent of the ordinance since the proposed garage would be built in an area that is already maintained as lawn.

Approval of the wetland buffer variance shall be subject to the following:

1. Shift the garage 3 feet to the south to maintain a 5-foot setback from the house and increase the setback to the wetland from 30 feet to 33 feet.
2. Install a gutter on the north side of the garage and a downspout on the northeast corner of the garage which directs water to a rain garden.
3. Install a rain garden on the northeast corner of the garage, adjacent the driveway. The rain garden will be designed to infiltrate water from the garage roof and future hard surface driveway. Rain garden design plans to be approved by the City engineer prior to issuance of a building permit.

4. Discontinue maintaining the area to the north of the applicants' property line, within the City property, as mowed lawn area. Allow this area to grow as a naturalized area adjacent the wetland. If the owner would prefer to restore this portion of the lawn to native plants at their own expense, the City would allow for that but would need to approve restoration plans.
5. The applicants should submit an escrow to cover up to 150 percent of the cost of the gutter, downspout, and rain garden. The escrow will be released when the gutter, downspout, and rain garden are installed per the City's approval.

Attachments

1. Reference Information
2. Variance Resolution
3. Applicants' Letter Dated October 1, 2014
4. Location Map
5. Aerial Photo
6. Site Plan
7. Garage Elevations

REFERENCE INFORMATION

SITE DESCRIPTION

Site size: 0.24 acres
Existing Use: Single family home

SURROUNDING LAND USES

North: City Land – Manage B Wetland
South: Single family homes
East: Single family homes
West: Single family homes

PLANNING

Land Use Plan: LDR (low density residential)
Zoning: R1 (single dwelling)

Criteria for Wetland Buffer Variance Approval

Section 12-310 of the city code allows the city council to grant variances to wetland buffers. All variances must follow the requirements provided in Minnesota State Statutes. The council may grant a wetland buffer variance according to the language below:

1. The city council may approve variances to the requirements in this section.
2. Before the city council acts on a variance, the environmental and natural resources commission will make a recommendation to the planning commission, who will in turn make a recommendation to the city council. The planning commission shall hold a public hearing for the variance. The city shall notify property owners within 500 feet of the property for which the variance is being requested at least ten days before the hearing.
3. The city may require the applicant to mitigate any wetland, stream, or buffer alteration impacts with the approval of a variance, including, but not limited to, implementing one or more of the strategies listed in subsection 12-310(e)(4) (mitigation).

Criteria for Variance Approval

Section 44-13 of the city code allows the city council to grant variances. All variances must follow the requirements provided in Minnesota State Statutes. State law requires that variances shall only be permitted when they are found to be:

1. In harmony with the general purposes and intent of the official control;
2. Consistent with the comprehensive plan;
3. When there are practical difficulties in complying with the official control. “Practical difficulties” means that the property owner proposes to use the property in a reasonable manner not permitted by an official control. The plight of the landowner is due to

circumstances unique to the property not created by the landowner and the variance, if granted, will not alter the essential character of the locality.

APPLICATION/DECISION DEADLINE

City staff received the complete application and plans for this proposal on October 2, 2014. State law requires that the city take action within 60 days of receiving complete applications. The deadline for city action on this proposal is December 1, 2014.

VARIANCE RESOLUTION

WHEREAS, Scott and Ann Miller applied for a variance from the wetland ordinance.

WHEREAS, this variance applies to the property located at 1703 Jessie Street, Maplewood, MN. The property identification number is 17-29-22-34-0052. The legal description is Lot 4, Block 7, Kings Addition to the City of St. Paul, Ramsey Co., Minnesota.

WHEREAS, Section 12-310 of the City's ordinances (Wetlands and Streams) requires a wetland buffer of 75 feet adjacent to Manage B wetlands.

WHEREAS, the applicants are proposing to construct a garage to within 30 feet of a Manage B wetland, requiring a 42-foot wetland buffer variance.

WHEREAS, the history of this variance is as follows:

1. On November 17, 2014, the Environmental and Natural Resources Commission reviewed the variance and recommended approval of the wetland buffer variance to the Planning Commission and City Council.
2. On November 18, 2014, the Planning Commission held a public hearing to review this proposal. City staff published a notice in the paper and sent notices to the surrounding property owners as required by law. The Planning Commission gave everyone at the hearing a chance to speak and present written statements. The Planning Commission also considered the report and recommendation of the city staff and Environmental and Natural Resources Commission. The Planning Commission recommended approval of the wetland buffer variance to the City Council.
3. The City Council held a public meeting on November 24, 2014, to review this proposal. The City Council considered the report and recommendations of the city staff, the Environmental and Natural Resources Commission, and the Planning Commission.

NOW, THEREFORE, BE IT RESOLVED that the City Council approved the above-described variance based on the following reasons:

1. Strict enforcement of the ordinance would cause the applicant practical difficulties because complying with the wetland buffer requirement stipulated by the ordinance would prohibit the building of any permanent structures, substantially diminishing the potential of this lot.
2. Approval of the wetland buffer variance will redirect stormwater from the garage to a rain garden and areas near the wetland will no longer be maintained as a mowed lawn, but allowed to grow as a naturalized area.
3. Approval would meet the spirit and intent of the ordinance since the proposed garage would be built in an area that is already maintained as lawn.

Approval of the wetland buffer variance shall be subject to the following:

1. Shift the garage 3 feet to the south to maintain a 5-foot setback from the house and increase the setback to the wetland from 30 feet to 33 feet.
2. Install a gutter on the north side of the garage and a downspout on the northeast corner of the garage which directs water to a rain garden.
3. Install a rain garden on the northeast corner of the garage, adjacent the driveway. The rain garden will be designed to infiltrate water from the garage roof and future hard surface driveway. Rain garden design plans to be approved by the City engineer prior to issuance of a building permit.
4. Discontinue maintaining the area to the north of the applicant's property line, within the City property, as mowed lawn area. Allow this area to grow as a naturalized area adjacent the wetland. If the owner would prefer to restore this portion of the lawn to native plants at their own expense, the City would allow for that but would need to approve restoration plans.
5. The applicants should submit an escrow to cover up to 150 percent of the cost of the gutter, downspout, and rain garden. The escrow will be released when the gutter, downspout, and rain garden are installed per the City's approval.

The Maplewood City Council approved this resolution on November 24, 2014.

October 1, 2014

City of Maplewood, Planning Department and City Council,

My husband and I own the property located at 1703 Jessie Street North, Maplewood. The property was purchased back in 2003. At that time, the property was just a single 40' lot. In 2008, we became aware that the adjacent parcel had several years of delinquent taxes and could possibly be offered for sale through Ramsey County's Tax Forfeited Land auction. In the spring of 2008, we were in communication with the City of Maplewood because during that timeframe, platted parcels were offered to the cities in which they were located instead of the adjacent property owners or general public at auction. We had written a letter to the city and county expressing our interest in the parcel. Our goal was to purchase the parcel and construct a garage. After being granted the authorization to purchase the adjacent TFL lot, we were required to combine the parcels. Currently the parcel is 80' wide. Since then, the home needed many repairs. The repairs have been made. We are now in a position to be able to construct the garage.

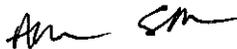
Recently we completed the permit application to construct a garage, only to discover that after our 2008 purchase, the City Council made revisions to the code requirements in 2009.

The property is adjacent to a pond. We are respectfully requesting the authorization to construct a 22'x22' detached garage. Currently the property does not have a garage which makes storage of lawn equipment and vehicle difficult. Winter snowfalls add additional challenges when vehicles are required to be off the streets for plowing.

We truly appreciate your consideration in our request.

Kind Regards,

Ann & Scott Miller
651-587-2820



1703 Jessie Street North - 45' Wetland Buffer Variance for the Construction of a New Garage



Manage B
Wetland

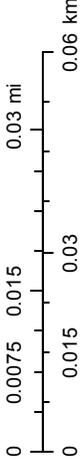
Location of New Garage

JESSIE ST N

← North

October 29, 2014

1:1,128



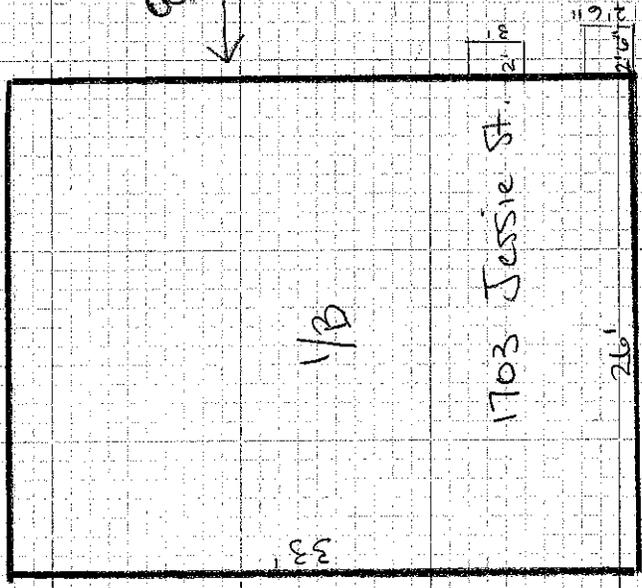
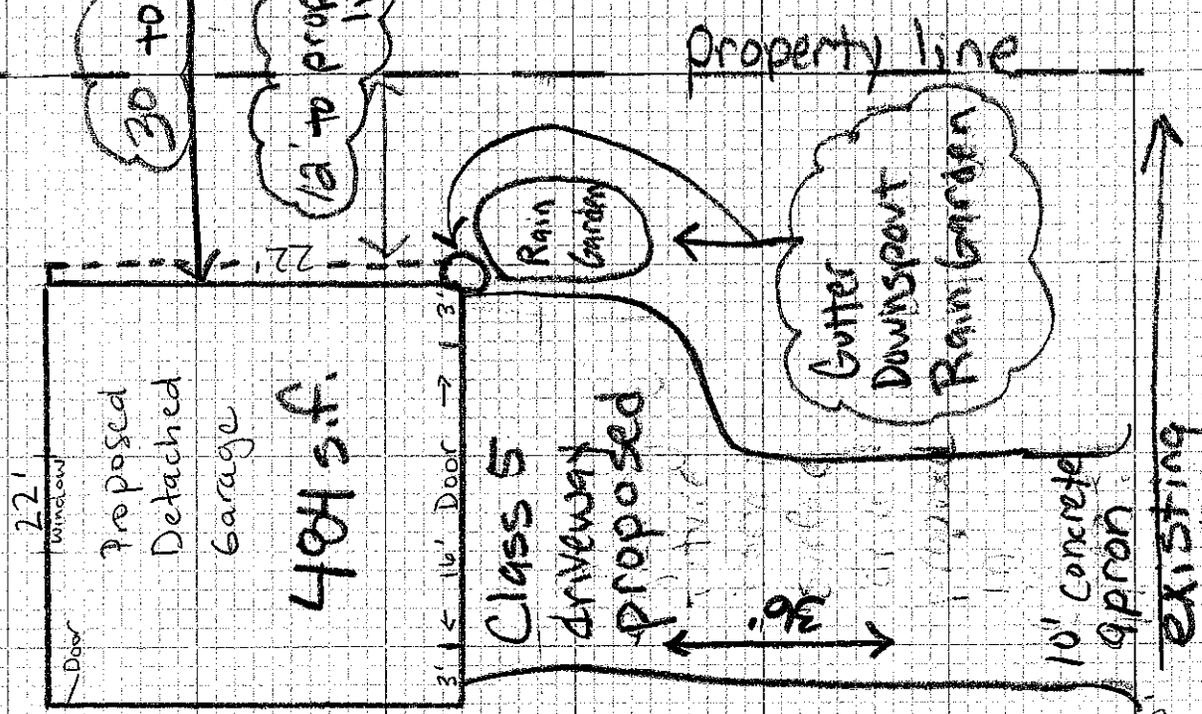
Maplewood
Source: Esri, DigitalGlobe, GeoEye, i-cubed, Earthstar Geographics,

cberg02922



Parcel ID # 17-29-22-34-0120

45' wetland buffer variance



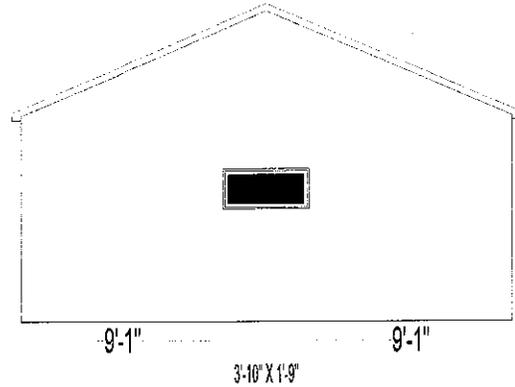
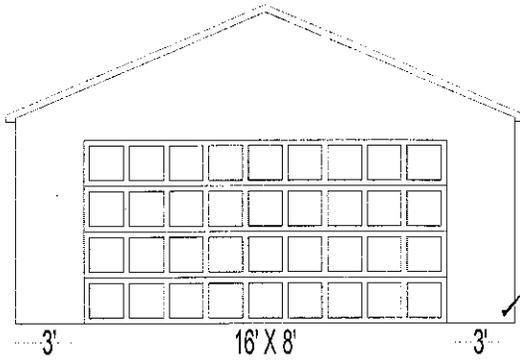
SITE PLAN

Design # 74800



*** Here are the wall configurations for your design.

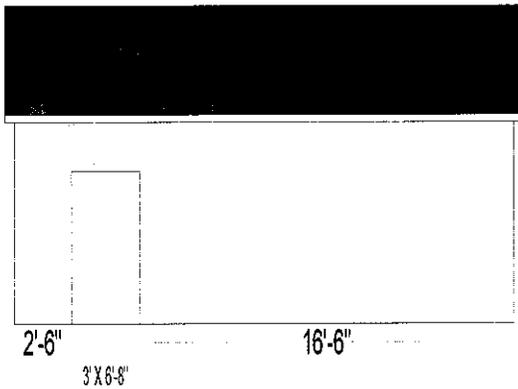
Illustration May Not Depict All Options Selected



Gable Front View

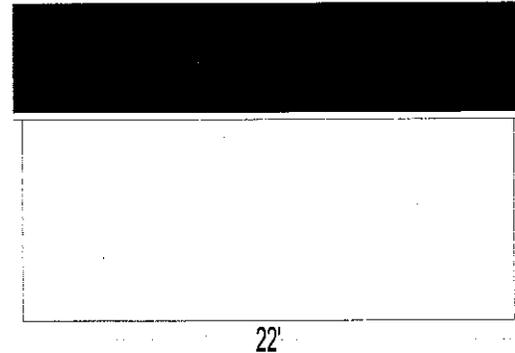
(1) - WHITE PREM R/P MDP38 16X8 EZSET TORS

(1) - 4620 VINYL RANCH WINDOW SINGLE GLAZED



Eave Front View

(1) - CP1 FLUSH STEEL DOOR PH 36X80 LH SB



Eave Back View

Building Size: 22 feet wide X 22 feet long X 9 feet high

Approximate Peak Height: 14 feet 0 inches (168 inches) ✓

Menards provided material estimates are intended as a general construction aid and have been calculated using typical construction methods. Because of the wide variable in codes and site restrictions, all final plans and material lists must be verified with your local zoning office, codes and site restrictions, all final plans and material lists must be verified with your local zoning office, Menards is a supplier of construction materials and does not assume liability for design, engineering or the completeness of any material lists provided. Underground electrical, phone and gas lines should be located and marked before your building plans are finalized. Remember to use safety equipment including dust masks and sight and hearing protection during construction to ensure a positive building experience.

MEMORANDUM

TO: Melinda Coleman, City Manager

FROM: Shann Finwall, AICP, Environmental Planner
Joe Ballandby, Minnesota GreenCorps Member

DATE: November 18, 2014

SUBJECT: Approval of the Following Actions for the Partners in Energy Program:

- a. Approve the Memorandum of Understanding for the Partners in Energy Program
- b. Appoint a City Councilmember to serve on the Energy Action Team
- c. Appoint the Energy Action Team Members.

Introduction

Maplewood was chosen to participate in the Partners in Energy program which is a two-year community support program sponsored by Xcel Energy. Maplewood will be offered the tools and resources necessary to develop and implement an energy action plan that outlines short and long-term energy goals. Refer to Attachments 1 and 2 for additional background on the Partners in Energy program.

Background

Partners in Energy

Xcel Energy will serve as a partner in the program and will assist the City in the development of a plan identifying energy baselines, establishing measurable energy goals, and identifying strategies for implementation. The partnership begins with the adoption of a Memorandum of Understanding (MOU) for the planning phase of the program and identifying a team of City stakeholders to develop the energy action plan.

Minnesota GreenCorps

Maplewood's GreenCorps member, Joe Ballandby, will serve as the City's energy ambassador, coordinating the Partners in Energy program. Maplewood was chosen to be one of 40 Minnesota GreenCorps host sites for the 2014/2015 service year. The goal of Minnesota GreenCorps is to preserve and protect Minnesota's environment while training a new generation of environmental professionals. Joe Ballandby's service position with the City of Maplewood will focus on energy conservation.

Discussion

Energy Action Plan

Maplewood's energy action plan will outline energy goals that meet the needs of the City based on review of energy data. One goal that will be defined through the process is an incentive and award based program for the City's Green Building Code. The Green Building Code Incentive Program will offer commercial property owners recommissioning studies to identify energy

efficiency improvements. It will also include education and technical assistance for implementing the improvements based on standards in the Green Building Code. The incentive program will be funded by two grants awarded to the City - Minnesota Pollution Control Agency Environmental Assistance grant and Great Plains Institute Energy Efficiency grant. In total, Maplewood received \$25,000 in grant funding for this project.

Energy Action Team

Xcel Energy recommends the City's energy action team be made up of 10 to 15 community stakeholders from various groups. Following is a list of stakeholder groups and recommended energy team members:

1. Housing and Economic Development Commission (HEDC) Representative
 - a. Commissioners Gansluckner and Tkachuck were appointed to the energy action team by the HEDC Commission on November 12.
2. Environmental and Natural Resources (ENR) Commission Representative
 - a. Commissioners Miller and Sinn were appointed to the energy action team by the Commission on November 17.
3. City Council Representative
4. Resident Member at Large
 - a. Matt Ledvina, resident and Community Design Review Board member, has volunteered to serve on the energy action team.
5. Business Member at Large
 - a. Jill Skogheim, owner of the 5-8 Club and member of the St. Paul Area Chamber of Commerce, has volunteered to serve on the energy action team.
6. Business Associations
 - a. St. Paul Area Chamber of Commerce (Jill Skogheim – see above)
 - b. White Bear Avenue Business Association
7. Staff Members
 - a. Nick Carver, Building Official
 - b. Shann Finwall, Environmental Planner
 - c. Chris Swanson, Environmental Specialist
 - d. Joe Ballandby, GreenCorps Member
 - e. One representative from building operations

Partners in Energy Planning Phase

Xcel Energy recommends three phases for the energy action plan including planning, engage and educate, and track and promote. Staff proposes the following timeline which will accommodate the City's Minnesota GreenCorps service dates (mid-October 2014 to mid-August 2015).

1. Planning (Energy Action Team Meetings to Define Goals and Strategies)
 - a. January through March 2015 – Six Energy Action Team Planning Meetings
2. Approval of Energy Action Plan
 - a. April 13, 2015: City Council Approval of Energy Action Plan
3. Engage and Educate
 - a. Phase I (April through August 2015 - GreenCorps Service Dates)
 - b. Phase II (September 2015 through November 2016)
4. Track and Promote Goal Results
 - a. Phase I (June 2015 through August 2015 – GreenCorps Service Dates)
 - b. Phase II (December 2015 through December 2016)

Budget Impact

There is no cost to participate in the Partners in Energy planning phase. Future implementation of Maplewood's energy action plan may be within our current budget, or short- or long-term investments for more robust energy management programs could be outlined in the energy action plan.

Commission Reviews

The HEDC and ENR Commissions recommended approval of the Partners in Energy MOU on November 12 and 17, respectively. The Commissions also appointed Commissioners to serve on the energy action team as outlined in the energy action team section above.

Summary

Representatives from Xcel Energy and Joe Ballandby, Minnesota GreenCorps Member, will be present during the November 24 City Council meeting to give a short presentation on the Partners in Energy program and answer questions of the City Council.

Recommendations

1. Approve the MOU for the Partners in Energy program (Attachment 3).
2. Appoint a City Councilmember to serve on the energy action team.
3. Appoint the energy action team members as outlined in the energy action team section above.

Attachments

1. Partners in Energy Overview
2. Partners in Energy Frequently Asked Questions
3. Partners in Energy Memorandum of Understanding – Phase I (Plan Development)



PARTNERS IN ENERGY

YOUR LEADERSHIP. OUR ENERGY KNOW HOW. A COLLABORATIVE TEAM.

Today, energy is becoming an expanding focus in community sustainability strategies. Regardless of your starting point, Xcel Energy would like to partner with you to move your energy plan forward. Our Partners in Energy program is designed to help communities like yours develop an energy plan—or identify strategies and resources to successfully augment an existing plan.

If you would like to leverage our expertise in plan development and navigating the complexities of energy use, conservation, renewables and environmental issues, we invite you to participate in Xcel Energy's Partners in Energy.

Our energy partnership program will empower your community leaders to take your energy management program to the next level. Partners in Energy may be just the vehicle you have been looking for to launch your energy management program and provide your leaders with the framework to develop a custom, strategic energy plan by:

- Developing and documenting your community's long-term energy vision
- Identifying the appropriate goals and strategies to help achieve that vision
- Engaging and motivating your community to take action
- Monitoring and tracking your results
- Celebrating your achievements and promoting your success
- Carrying forward your energy momentum for the long term

Make an Energy Connection With Your Community

With energy being a topic of interest for your community, Partners in Energy gives you an opportunity to collaborate on goals that benefit everyone. Envision how your engagement could go. You begin by adding a Partners in Energy Web page on your community's website that provides resources, tips, progress and links to money-saving rebates. You could decide to send out an announcement letter to build excitement about your collaboration. Then, on a regular basis, send newsletters to keep your program top of mind. You could also send emails with content we provide about money-saving efficiencies. We'll partner with you to keep awareness high through media buzz, articles in your local paper, ongoing promotions or a calendar of business and resident events. These are just a few examples of how your roll-out could go.



YOUR LEADERSHIP. OUR ENERGY KNOW HOW. A COLLABORATIVE TEAM

It Begins With an Energy Action Plan

The partnership begins with identifying a team to lead the development of your community's custom energy action plan. We'll be a part of your planning to help you develop a cohesive plan that identifies a baseline for your community, establishes measurable energy goals with strategies to help you achieve them within 24 months.

Partners in Energy Motivates Change

Your planning team will be able to leverage a large portfolio of Xcel Energy programs, services and rebate opportunities—from energy efficiency, to renewable choices, to energy education. There are endless formulas for success. The tactics will be unique to your community, and you will have access to communications and promotional templates that will educate your constituents on energy, ways to save, rebates, tips, energy tracking and other outreach approaches. As an incentive to achieve your goals, your community may have the potential to receive a financial bonus to help fund local projects that reward collaboration.

Platform for Long-Term Sustainability

After you have developed your plan, implemented all the tactics, and celebrated reaching your energy achievements, what then? Xcel Energy will continue to be your energy service provider and now you and your community will have developed relationships and, more specifically:

- Your residents and businesses will have set up an online account to view their energy usage and trends at a glance, and be empowered to set up their own energy strategies for success.
- With an energy efficiency mindset, your community will know where to find help through the resources we provide every day to save them money and energy.
- With Xcel Energy's resources and guidance, you'll have what is needed to implement solar, wind and other alternatives.

Our partnership doesn't stop there. Your Xcel Energy community account manager will continue to be your resource. You can opt to participate in another two-year Partners in Energy program with a new set of goals as well.



Ready to Launch?

Want to learn more about how to apply for our Partners in Energy? You and your community stakeholders can learn more by visiting xcelenergy.com/PartnersInEnergy for more information.



PARTNERS IN ENERGY
AN XCEL ENERGY COMMUNITY PARTNERSHIP

PARTNERS IN ENERGY

FREQUENTLY ASKED QUESTIONS

Q. What is Partners in Energy?

A. Xcel Energy's Partners in Energy program is a two-year community partnership commitment designed to support communities as they develop and implement an energy action plan unique to their energy needs. If you apply and are accepted into Partners in Energy with Xcel Energy, you receive a dedicated team with expertise in energy planning and implementation. We will provide guidance, education and resources for your municipal staff, businesses and residents to achieve your measurable energy goals by your target date.

Q. How is this program going to benefit our community?

A. For some communities, Partners in Energy will augment their current sustainability program and for others it will address energy management for the first time. Regardless of the maturity of your community's planning or sustainability efforts, energy may be one aspect that could be more robust with help from our experts. This program has the flexibility to customize planning to support where your community is in the planning process and move you forward. For established community goals around energy, we will focus on development and delivery of that plan. Our program will match your community's unique goals during implementation. It may be an education plan on energy conservation, identifying how to finance renewable for municipal buildings, or promoting green technologies to businesses or residents. At the very least, Partners in Energy is a great way to launch a smart, energy management program.

Q. What resources are expected from us?

A. For the energy action planning, you will need to assign one or more energy ambassadors to work with the Xcel Energy team. Over the first six months, as we work together to develop your action plan, it may require up to 100 hours of the energy ambassador's time. The time commitment after that will depend on each community's unique goals, strategies and resources. You will identify a group of planning participants to be involved in the development of the plan. The community will host the planning meetings that will identify its vision, goals, strategies and focus areas. As you enter the program, we will be looking at how your community uses energy and what resources you have available to incorporate into implementation of a successful plan. It could be that you will be using existing communications channels such as the community website, newsletter or cable channel to provide visibility of the program to community members. We will make it as simple as possible by providing marketing and communications templates that you can customize and roll out. Ideally, you will want to leverage any and all gatherings to include a way to promote and motivate your community member participation.



FREQUENTLY ASKED QUESTIONS

Q. Is there a cost associated with Partners in Energy?

A. There is no cost to participate in Partners in Energy planning, but depending on how your community implements their plan, there may be expenses. The tactics in your energy action plan may be within your current budget, or you may determine short- or long-term investments for a more robust energy management program.

Q. Who is involved?

A. In addition to your energy ambassador and your planning team, Xcel energy will be at the table to provide resources, data and support during. In addition, you will have access to energy planning experts and the ability to brainstorm with other community representatives going through this program at the same time. Depending on the goals and strategies in your energy action plan, it will drive who gets involved in implementing energy projects or disseminating your communications to your community.

Q. How do we apply for Partners in Energy?

A. Your Xcel Energy point of contact will guide you through the application process. We will be receiving applications and accepting communities based on a set of criteria. Before you apply, you can request a presentation about the program for you or a larger group representing your community. This can be delivered either in person or electronically via a webinar. To find out more about when additional communities can enter the program or download an application, visit our website at xcelenergy.com/PartnersInEnergy.

Q. Once accepted, what are first steps to participate?

A. Once you've been accepted into the Partners in Energy program, Xcel Energy will organize preliminary meetings to build the framework to launch your energy action planning sessions. Depending on the complexity of your plan, we anticipate six to eight weeks for preparation, and 14 to 16 weeks for development of the plan. We'll support your implementation activity for up to 18 months, after planning is complete. Specifics of that support will depend on the actions outlined in your goals and strategies for the program. Measurable goals will be monitored and reported to show your successful progress along the way.

Q. What types of things will our energy action plan include?

A. Your energy action plan will identify strategies to meet your measurable energy goals. To help remove barriers and reach your goals, your Xcel Energy team can help you select from our diverse portfolio of energy efficiency and renewable programs to find the most effective program mix for success. For example, among your focus areas may be to reduce your community's business electric usage. The recommended programs may include a combination of lighting, heating or cooling efficiencies, and actions may be equipment upgrades or maintenance measures. Other focus areas may include educating your businesses and residents on energy, working with local contractors to make energy efficiency part of their services, establishing a local fund for energy efficiency or renewables, or developing a green construction program. There is no limit to where your community's vision can take our team.

Memorandum of Understanding Phase 1 – Plan Development

Mayor Nora Slawik
City of Maplewood
1830 County Road B East
Maplewood, MN 55109

Congratulations on being selected to participate in Xcel Energy’s Partners in Energy program. This program is designed to provide your community with the tools and resources necessary to develop and implement an energy action plan that reflects the vision your community has for shaping energy use and supply in its future. Program participation is intended to span 24 months with the initial 4-6 months dedicated to developing of a strategic energy action plan and the remaining time focused on the implementing that plan.

The intent of this Memorandum of Understanding (MOU) is to confirm Maplewood’s intent to participate in the initial plan development phase of the Partners in Energy program and outline the commitment that your community and Xcel Energy are making to this collaborative initiative. The primary objective of this phase of the program is to develop your energy action plan.

In order to achieve this Xcel Energy will provide:

- Consulting support to assist in identifying potential community stakeholders, and constructing or delivering an invitation or informational announcement regarding the planning process.
- Data analysis of community energy use and Xcel Energy program participation to the extent that it is legally and technically prudent and feasible. The results can be used to identify potential opportunities to implement plan strategies. Xcel Energy will attempt to integrate data provided by Maplewood into the analysis if feasible.

XCEL ENERGY PARTNERS IN ENERGY

Memorandum of Understanding Plan Development Phase

- Professional facilitation of five plan development work sessions with the community stakeholder group to develop the energy action plan's vision, focus areas, goals and implementation strategies.
- Assistance as needed in synthesizing the community and program data collected with the vision of the community to identify attainable goals that align with suitable strategies and tactics.
- Development of the documented energy action plan that will incorporate inputs from the stakeholder planning team and will be accessible to the community.
- Commitment to delivering an actionable and complete energy action plan within four months of the Maplewood City Council's review of the MOU (four months from November 24, 2014) and Xcel Energy signing this MOU.

Although participation in the Plan Development phase of Partners in Energy program requires no monetary contribution Maplewood does agree to provide:

- A single contact point to work with recruiting stakeholders, coordinating planning meeting logistics, and coordinate distribution of deliverables and lead participation of the community.
- Meeting facilities to host the stakeholder group during development of the plan.
- Identification of existing community energy plans or programs that could be leveraged in successful development and delivery of this plan.
- Good-faith evaluation of the recommendations and analysis provided and fair consideration of the potential strategies and tactics identified that align with the Maplewood's goals.
- Commitment to delivering an actionable and complete energy plan within four months of the Maplewood City Council's review of the MOU (four months from November 24, 2014) and Xcel Energy signing this MOU.
- Public distribution of the work products developed with the support of the Xcel Energy's Partners in Energy program.

XCEL ENERGY PARTNERS IN ENERGY

Memorandum of Understanding
Plan Development Phase

**Resource Commitment Summary
Plan Development Phase**

Maplewood	Xcel Energy
<ul style="list-style-type: none"> • Single point of contact • Meeting facilities • Access to existing energy-related plans and programs • Involvement in developing implementation strategies • Commitment to completing the plan development • Agreement that the energy plan resulting from this work will be available to the public 	<ul style="list-style-type: none"> • Assistance identifying and recruiting stakeholders • Analysis of community energy use and program participation • Facilitation of planning sessions • Training and guidance developing goals and strategies • Documentation and delivery of the energy action plan • Commitment to completing the plan development

The MOU for the Implementation Phase of the Partners in Energy program will be developed upon completion of your energy action plan and will outline your goals and the resource commitment from Xcel Energy and Maplewood.

All communications pertaining to this agreement shall be directed to Shann Finwall on behalf of Maplewood and Tami Gunderzik on behalf of Xcel Energy.

Thank you again for your continued interest in Xcel Energy’s Partner in Energy program. We look forward to assisting Maplewood in the development of an action energy plan.

For Maplewood:

For Xcel Energy:

Date: _____

Date: _____

MEMORANDUM

TO: Melinda Coleman, City Manager
FROM: Gayle Bauman, Finance Director
DATE: November 18, 2014
SUBJECT: Discussion on Municipal Continuing Disclosure Cooperative Initiative Compliance

Introduction

Issuers of municipal securities are required to comply with disclosure standards established under Rule 15c2-12 of the Securities Exchange Act of 1934. When issuers sell municipal securities in the market, an Official Statement is prepared and shared as a disclosure document for a particular debt issue. Upon the sale, the issuer also agrees to provide ongoing disclosures to bondholders in the form of annual financial reports, official statements for other offerings and notification of certain "material events" throughout the life of the bonds.

Springsted now serves as our continuing disclosure agent and prepares and files these reports and notices on your behalf using information provided by the City.

The SEC announced the Municipal Continuing Disclosure Cooperative (MCDC) initiative in March of this year with a stated purpose of encouraging issuers and underwriters of municipal securities to self-report any occurrence of materially inaccurate statements or omissions of fact in final official statements, including statements within an offering document affirming or disclosing compliance/noncompliance during the last five years.

The deadline for underwriters to file under the MCDC was September 9, 2014. The deadline for issuers was recently extended to December 1, 2014.

Background

Back in 2007, it was discovered that Maplewood was filing its Continuing Disclosure Annual Report each year (which includes excerpts from the Annual Financial Report) but was not also including a full copy of its audited Financial Statement. The City has been in compliance with all filing requirements since 2007, but per SEC regulations, the failure to report needed to be included in our Official Statements for the next five years (2007-2011). The 2010 Official Statement stated that the City was in compliance for the past five years, when they were not. All other years are accurate.

The SEC information contains language about issuers self-reporting if they have 'failed to comply in all material respects'. The SEC has provided no guidance regarding what constitutes 'materiality'.

There are some considerations to look at when trying to determine if the City should self-report on this issue or not.

Considerations for NOT filing:

- There has not been a pattern of non-compliance.
- The event occurred prior to the availability of EMMA (7/1/09).
- Impact was not significant to the 2010 investors because they had all available financial data when making their decision. The only thing they didn't know was that the City had been late on some CAFR filings in the past.
- No indication that the underwriters filed on this item.
- This was not an intentional or willful act.

Considerations for filing:

- May be deemed material by the SEC.
- If other violations are found, future SEC action may be more severe.
- Choose to err on the side of caution.

If the City does decide to self-report, the issuer must undertake the following:

- Establish appropriate policies and procedures and training regarding continuing disclosure obligations within 180 days of the institution of the proceedings.
- Comply with existing continuing disclosure undertakings, including updating past delinquent filings within 180 days of the institution of proceedings.
- Cooperate with any subsequent investigation by the Division regarding the false statement(s), including the roles of the individuals and/or other parties involved.
- Disclose in a clear and conspicuous fashion the settlement terms in any final official statement for an offering by the issuer within five years of the date of the institution of the proceedings.
- Provide the Commission staff with a compliance certification regarding the applicable undertakings by the issuer on the one year anniversary of the date of the institution of proceedings.
- The Division will recommend that the Commission accept a settlement in which there is no payment of any civil penalty by the issuer.

Budget Impact

None.

Recommendation

It is recommended that the City Council discuss this MCDC compliance issue and make a determination regarding materiality. If the City believes it is immaterial, no other action is needed other than documenting the conclusion for the files. If the City decides to self-report, the deadline to complete the filing of the questionnaire is December 1, 2014.

MEMORANDUM

TO: Melinda Coleman, City Manager
FROM: Karen Haag, Director Citizen Services
DATE: November 19, 2014
SUBJECT: Motion to Cancel the December 22, 2014 City Council Meeting

Introduction

December 22, 2014 is the second regularly scheduled meeting of the Council in December. Due to the Holidays, staff is requesting that the meeting be cancelled.

Recommendation

Approve the cancellation of the December 22, 2014 City Council meeting.

MEMORANDUM

TO: City Council
FROM: Melinda Coleman, City Manager
DATE: November 24, 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. December 2nd
 - a. Workshop – Legal RFP: Presentations / Interviews for City Attorney Civil Representation
2. December 3rd
 - a. Workshop – Legal RFP: Presentations / Interviews for Criminal Prosecution Representation
3. December 8th
 - a. Workshop- Domestic Violence Program Review, Follow up Questions or Discussion on 2015 Budget
4. December 22nd
 - a. Cancel meeting

Budget Impact

None.

Recommendation

No action required.

Attachments

None.