

AGENDA
MAPLEWOOD CITY COUNCIL
7:00 P.M. Monday, April 13, 2015
City Hall, Council Chambers
Meeting No. 07-15

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 March 23, 2015 City Council Special Meeting Minutes
2. Approval of March 23, 2015 City Council Meeting Minutes

F. APPOINTMENTS AND PRESENTATIONS

1. Public Swearing-In of New Maplewood Police Officer Jared Peterson (No Report)
2. Approval of the 2014 Parks and Recreation Commission Annual Report
3. Recognition of Terra General Contractors for Project of the Year Award for the Maplewood Fire Department South Station
4. Approval of Proclamation for Earth Day 2015
5. Approval of Resolution Honoring the Dedication and Service of the Ramsey County Emergency Communications Center Personnel

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 Resolution for Final Payment and Acceptance of Project, Police Department Expansion Project – Phase 3
3. Approval to Purchase Additional Security System Hardware
4. Approval to Purchase Council Chambers Camera System
5. Approval of a Conditional Use Permit Review, T-Mobile Cellular Telephone Tower and Greenhouse at Harmony Learning Center, 1961 County Road C East
6. Approval of Purchase for 2015/16 Road Salt
7. Approval of Consulting Contract with Carey Communications
8. Approval of a Resolution Identifying the Support for CDBG Funding and Authorizing an Application for Grant Funds – Gladstone Improvements – Phase 2

H. PUBLIC HEARINGS

None

I. UNFINISHED BUSINESS

None

J. NEW BUSINESS

1. Approval of Purchase Agreement on Van Dyke Property (No Report)
 - a) Intent to Close Meeting (§13D.05 subd. 3c)
2. Approval of a Conditional Use Permit, Lot Division and Design Review, Villages at Frost-English, 1955 English Street North
3. Approval to Proceed with Preliminary Design Work, Fire Stations Remodeling Improvements, City Project 15-05
4. Approval of Resolution in Support of the Permanent Retirement of Maplewood Police Department Badge #357 Belonging to Sergeant Joseph Bergeron
5. Consideration of Secondhand Dealer License – Hans Lindstrom

K. AWARD OF BIDS

None

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

M. ADMINISTRATIVE PRESENTATIONS

1. Council Calendar Update
2. Status Report, Legal Files – City Attorney Alan Kantrud (No Report)
 - a) Intent to Close Meeting (13D.05 subd. 3b)

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
SPECIAL CITY COUNCIL MEETING
6:00 P.M. Tuesday, March 23, 2015
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 6:02 p.m. by Mayor Slawik

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

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

D. APPROVAL OF AGENDA

The following item was pulled from the agenda:

E1. d. Law Enforcement Labor Services, Inc., Local 153 Police Officers

Councilmember Koppen moved to approve the agenda as amended.

Seconded by Councilmember Cardinal Ayes – All

The motion passed.

E. NEW BUSINESS

- 1. Discussion of Status of Labor Contract Negotiations - Intent to Close Meeting (§13D.03)**
 - a. A.F.S.C.M.E., Council No.5, Local 2725**
 - b. The Metro Supervisory Group (MSA)**
 - c. Maplewood Confidential & Supervisory Group (MCSA)**

Assistant City Manager/Human Resource Director Funk stated that the purpose of the closed session is to discuss the status of Labor Contract Negotiations.

Those present for the closed session were all member of the City Council, City Manager Coleman, Assistant City Manager/Human Resource Director Funk, Finance Director Bauman and City Clerk Haag.

Councilmember Cardinal moved to go into closed session at 6:05 p.m. for the purpose of discussing contract negotiations.

Seconded by Councilmember Koppen Ayes – All

The motion passed.

Mayor Slawik reopened the council meeting at 6:44 p.m.

Assistant City Manager/Human Resource Director Funk gave a summary of the closed session and requested the council approve the A.F.S.C.M.E., Council No.5, Local 2725; the Metro Supervisory Group (MSA); and the Maplewood Confidential & Supervisory Group (MCSA) contracts.

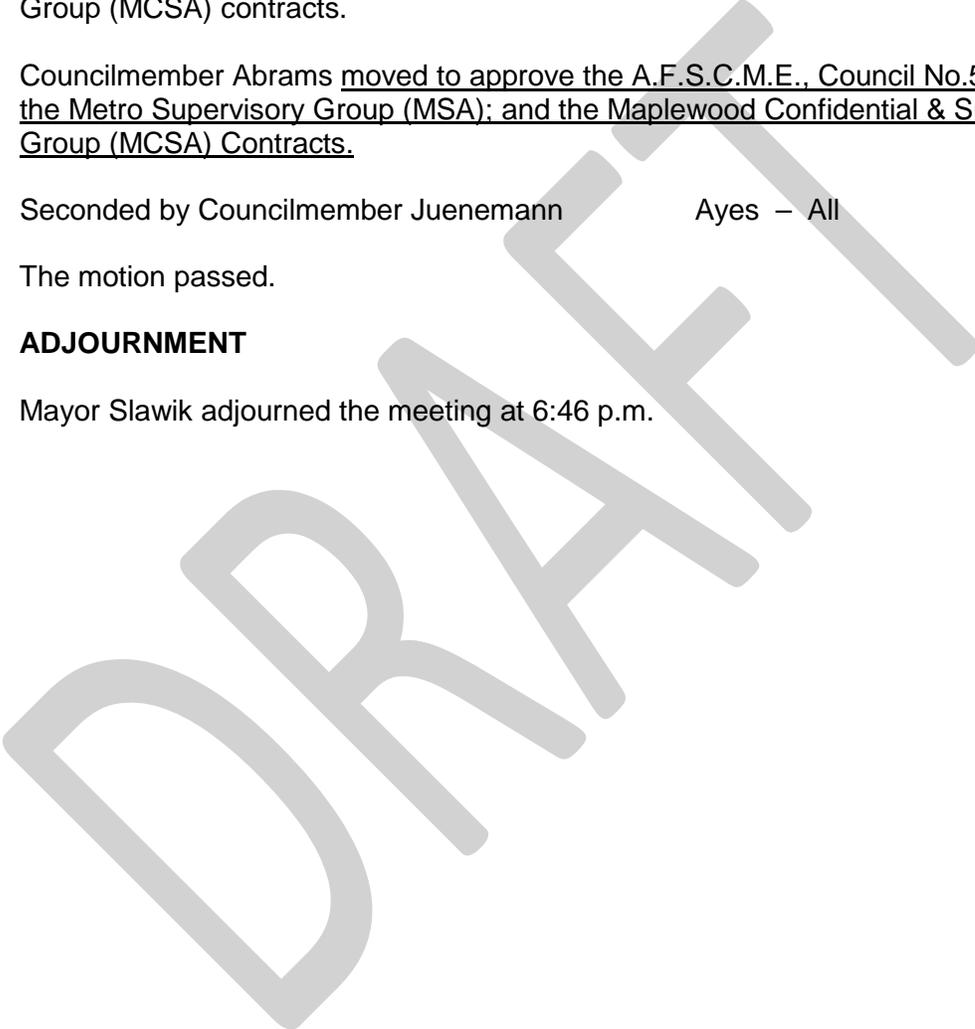
Councilmember Abrams moved to approve the A.F.S.C.M.E., Council No.5, Local 2725; the Metro Supervisory Group (MSA); and the Maplewood Confidential & Supervisory Group (MCSA) Contracts.

Seconded by Councilmember Juenemann Ayes – All

The motion passed.

F. ADJOURNMENT

Mayor Slawik adjourned the meeting at 6:46 p.m.



MINUTES
MAPLEWOOD CITY COUNCIL
7:00 p.m., Monday, March 23, 2015
Council Chambers, City Hall
Meeting No. 06-15

A. CALL TO ORDER

A meeting of the City Council was held in the City Hall Council Chambers and was called to order at 7:04 p.m. by Mayor Slawik.

Mayor Slawik spoke about the Bill that is going through the House of Representatives, sponsored by Representative Leon Lillie and a Senate Bill sponsored Senator Chuck Wiger to name a portion of Highway 36 in memory of Sergeant Joseph Bergeron. Police Chief Schnell gave additional information.

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

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

D. APPROVAL OF AGENDA

The following items were added to the agenda:

- N2 City Clean Up
- N3 Planning Commission Report
- N4 Ambassador to Laos
- N5 TAB Report

Councilmember Koppen moved to approve the agenda as amended.

Seconded by Councilmember Cardinal Ayes – All

The motion passed.

E. APPROVAL OF MINUTES

1. Approval of March 9, 2015 City Council Workshop Minutes

Councilmember Juenemann moved to approve the March 9, 2015 City Council Workshop Minutes as submitted.

Seconded by Councilmember Cardinal Ayes – All

The motion passed.

2. Approval of March 9, 2015 City Council Meeting Minutes

Councilmember Koppen moved to approve the March 9, 2015 City Council Meeting Minutes as submitted.

Seconded by Councilmember Juenemann Ayes – All

The motion passed.

F. APPOINTMENTS AND PRESENTATIONS

1. Approval of the 2014 Heritage Preservation Commission Annual Report

Frank Gilbertson, Heritage Preservation Commissioner gave the 2014 HPC Annual Report.

Councilmember Juenemann moved to approve the 2014 Heritage Preservation Commission Annual Report.

Seconded by Councilmember Koppen Ayes – All

The motion passed.

2. Approval of Proclamation to Establish September 29, 2015 as the Maplewood Day Without Violence

Mikel J. McLaughlin addressed the council and gave the report. Mayor Slawik read the proclamation.

Councilmember Juenemann moved to approve the Proclamation to Establish September 29, 2015 at the Maplewood Day Without Violence.

PROCLAMATION

Whereas: Maplewood does not have a day to commemorate and encourage non-violence; and

Whereas: Other cities have established days/weeks to celebrate non-violence; and

Whereas: Maplewood values and strives for neighborhoods free from the harmful effects of violence; and

Whereas: Maplewood prides itself on being a leader and example to other communities; and

Whereas: Day Without Violence is committed to having each city within Minnesota proclaim a citywide day without violence on September 29th; and

Whereas: Day Without Violence is committed to having each state proclaim a

statewide day without violence on or about September 30th; and

Whereas: Day Without Violence is committed to having the United States proclaim a nationwide day without violence on October 1st, to be known as the National Day Without Violence; and

Whereas: Minnesota, along with the rest of these United States, can join with other nations to celebrate, on October 2nd, the United Nations International Day of Non-Violence.

Now, Therefore, I, Nora Slawik, Mayor of Maplewood, do hereby proclaim Tuesday, September 29th, 2015, as the: Maplewood Day Without Violence

Seconded by Councilmember Koppen Ayes – All

The motion passed.

3. Approval of Proclamation for 2015 Mayors' Day of Recognition for National Service

Rachel Laurie, Director of the Greater Twin Cities Senior Volunteer Program addressed the council and gave the report. Mayor Slawik read the proclamation.

Councilmember Juenemann moved to approve the Proclamation for 2015 Mayors' Day of Recognition for National Service.

Proclamation

WHEREAS, service to others is a hallmark of the American character, and central to how we meet our challenges; and

WHEREAS, the nation's mayors are increasingly turning to national service and volunteerism as a cost-effective strategy to meet city needs; and

WHEREAS, national service participants address the most pressing challenges facing our cities, from educating students for the jobs of the 21st century and supporting veterans and military families to providing health services and helping communities recover from natural disasters; and

WHEREAS, national service expands economic opportunity by creating more sustainable, resilient communities and providing education, career skills, and leadership abilities for those who serve; and

WHEREAS, national service participants serve in more than 60,000 locations across the country, bolstering the civic, neighborhood, and faith-based organizations that are so vital to our economic and social well-being; and

WHEREAS, national service participants increase the impact of the organizations they serve with, both through their direct service and by recruiting and managing millions of additional volunteers; and WHEREAS, national service represents a unique public-private partnership that invests in community solutions and leverages non-federal

Councilmember Koppen moved to approve the purchase of the 85kW emergency backup generator from Cummins NPower in the amount of \$25,681.

Seconded by Councilmember Cardinal Ayes – All

The motion passed.

7. Approval of a Temporary Gambling Permit for the Church of the Presentation of the Blessed Virgin Mary

Councilmember Koppen moved to approve the Temporary Gambling Permit for the Church of the Presentation of the Blessed Virgin Mary, 1725 Kennard Street to be used from May 15, 2015 to May 17, 2015.

Seconded by Councilmember Cardinal Ayes – All

The motion passed.

- 8. Access to Criminal Justice Data Networks and E-Charging**
- a. Approval of Resolution - State of Minnesota Joint Powers Agreements with the City of Maplewood on Behalf of its City Attorney**
 - b. Approval of Court Data Services Amendment to CJDN Subscriber Agreement**
 - c. Approval of State of Minnesota Joint Powers Agreement with the Criminal Justice Agency**

Councilmember Koppen moved to approve the Resolution- State of Minnesota Joint Powers Agreements with the City of Maplewood on Behalf of its City Attorney.

Resolution 15-3-1186

APPROVING STATE OF MINNESOTA JOINT POWERS AGREEMENTS WITH THE CITY OF MAPLEWOOD ON BEHALF OF ITS CITY ATTORNEY

WHEREAS, the City of Maplewood on behalf of its Prosecuting Attorney desires to enter into Joint Powers Agreements with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to use systems and tools available over the State's criminal justice data communications network for which the City is eligible. The Joint Powers Agreement further provide the City with the ability to add, modify and delete connectivity, systems and tools over the five year life of the agreement and obligates the City to pay the costs for the network connection.

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

1. That the State of Minnesota Joint Powers Agreements by and between the State of Minnesota acting through its Department of Public Safety, Bureau of Criminal Apprehension and the City of Maplewood on behalf of its Prosecuting Attorney, are hereby approved. Copies of the Joint Powers Agreement is attached to this Resolution and made a part of it.

2. That the Maplewood City Prosecutor, Elliott B. Knetsch, or his or her successor, is designated the Authorized Representative for the Prosecuting Attorney. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the City's connection to the systems and tools offered by the State.

To assist the Authorized Representative with the administration of the agreement, Henry A. Schaeffer is appointed as the Authorized Representative's designee.

3. That Nora Slawik, the Mayor for the City of Maplewood and Melinda Coleman, the City Manager, are authorized to sign the State of Minnesota Joint Powers Agreements.

Seconded by Councilmember Cardinal Ayes – All

The motion passed.

Councilmember Koppen moved to approve the Court Data Services Amendment to CJDN Subscriber Agreement.

Seconded by Councilmember Cardinal Ayes – All

The motion passed.

Councilmember Koppen moved to approve the State of Minnesota Joint Powers Agreement with the Criminal Justice Agency.

Seconded by Councilmember Cardinal Ayes – All

The motion passed.

H. PUBLIC HEARING

1. **Approval of First Reading Amending the Ordinance Regulating On-Sale Intoxicating Liquor Licenses – Section 6-122 and Waiving Second Reading**

Citizen Services Director/City Clerk Haag gave the staff report.

Mayor Slawik opened the public hearing. No one spoke.

Mayor Slawik closed the public hearing.

Councilmember Cardinal moved to approve the first reading amending the Ordinance Regulating On-Sale Intoxicating Liquor License – Section 6-122 and Waive the Second Reading.

Ordinance 946

Sec. 6-122. - One license for any one person or premises; possession of interest in more than one license in off-sale.

(a) No more than one off-sale intoxicating liquor license may be directly or indirectly issued under this article to any one person or for any one place in the city.

(b) It is unlawful for a person to knowingly have or possess a direct or indirect interest in more than one off-sale intoxicating liquor license in the city. Upon conviction therefor the city council may immediately revoke all licenses of the person. The term "interest," as used in this subsection, shall be as defined in Minn. Stats. § 340A.412, subd. 3.

Seconded by Councilmember

Ayes – All

The motion passed.

I. UNFINISHED BUSINESS

None

J. NEW BUSINESS

2. Reschedule May 25, 2015 City Council Meeting

Citizen Services Director/City Clerk Haag gave the staff report and answered questions of the council.

Councilmember Cardinal moved to approve to reschedule the May 25, 2015 City Council Meeting to Tuesday, May 26, 2015.

Seconded by Councilmember Koppen

Ayes – All

The motion passed.

3. Approval of an On-Sale Intoxicating Liquor License for Goodrich Golf Course

Citizen Services Director/City Clerk Haag gave the staff report. Bradley Behnke, Manager of Goodrich Golf Course addressed the council

Councilmember Koppen moved to approve the On-Sale Intoxicating Liquor License for Goodrich Golf Course, 1820 Van Dyke Street N.

Seconded by Councilmember Cardinal

Ayes – All

The motion passed.

K. AWARD OF BIDS

None

L. VISITOR PRESENTATION

1. Bob Zick, North St. Paul Resident
2. Tim Kinley, Maplewood Resident

M. ADMINISTRATIVE PRESENTATIONS**1. Council Calendar Update**

City Manager Coleman gave the update to the council calendar.

N. COUNCIL PRESENTATIONS**1. Review of City Manager Goals and Expectations for 2015**

Mayor Slawik gave the report. City Manager Coleman gave additional information.

2. City Clean Up

Councilmember Juenemann reminded residents that Saturday, April 18th is the Annual City Clean Up day at Aldrich Arena.

3. Planning Commission Report

Councilmember Cardinal reported that there are a couple of openings on the Planning Commission. He then reported on the last meeting he attended.

4. Ambassador to Laos

Mayor Slawik reported on a dinner she attended for the Honorable Daniel Clune, US Ambassador to Laos

5. TAB Report

Mayor Slawik reported she was elected to the Executive Committee of the Metropolitan Council's Transportation Advisory Board.

O. ADJOURNMENT

Mayor Slawik adjourned the meeting at 8:08 p.m.

MEMORANDUM

TO: Melinda Coleman, City Manager

FROM: Ron Cockriel, Chair of the Parks and Recreation Commission

DATE: April 13, 2015

SUBJECT: 2014 Parks and Recreation Commission Annual Report

Introduction

Maplewood City Code requires the Parks and Recreation Commission to prepare an annual report for submittal to City Council. The following is a report of actions and activities of the Parks and Recreation Commission in 2014.

2014 Goals

In 2014, the Parks and Recreation Commission will focus their efforts on the Parks System Master Plan. The commission will work to ensure the voices and opinions of the residents of Maplewood are one of main focal points while the plan is developed. Through the development and implementation of the Parks System Plan, the Commission believes this will accomplish many of the carryover goals.

2014 Accomplishments

1. Completion of the Parks System Master Plan.
2. Replaced playgrounds at Timer and Robinhood Parks
3. Worked with the Edgerton neighborhood to add a basketball court back to the site.
4. Marshland Trail Opening

In addition, the Parks and Recreation Commission weighed in on:

1. General open space and nature center updates
2. County Road B Safe Routes to School Grant
3. Gladstone Phase 2 Improvements
4. Maplewood Nature Center Updates
5. Maplewood Community Center Updates

2014 Membership Review and Current Roster

In 2014, Parks and Recreation Commission membership was stable throughout the year.

The current Parks and Recreation Commission Members are:

<u>Name</u>	<u>Appointed</u>	<u>Terms Expire</u>
Rick Brandon	11/14/2013	4/30/2016
Craig Brannon	1/1/1997	4/30/2017

Ron Cockriel	2/11/2013	4/30/2016
RJ Erhardt	4/11/2011	4/30/2015
Terri Mallet	2/11/2013	4/30/2017
Mathew Prom	4/8/2013	4/30/2015
Kim Schmidt	2/21/2007	4/30/2016
Nikki Villavicencio	10/14/2013	4/30/2017
Mike Wilde	1/14/2013	4/30/2015

2014 Review and Anticipated 2015 Development Activities

The Parks and Recreation Commission worked diligently with the Parks System Plan Task Force, the City Council, residents, and City staff to complete the Parks System Master Plan. Through this process, the commissioners attended community meetings. The Commission is confident the Parks System Plan adopted by Council on January 26, 2015 is a plan representative of what the residents of this community want in their Park System.

In 2015, the Commissions main goal will be to work with the City Council on the implementation of the Parks System Master Plan. The Commission will be working with staff to develop an implementation strategy to bring to Council meets the goals the residents set in the Plan. Included in this will be a prioritization strategy for improvements.

Summary

The Parks and Recreation Commission looks forward to serving the City of Maplewood in 2015 and providing the City Council with advice and guidance on all issues related to Parks and Recreation.

Budget Impact

None

Recommendation

Staff recommends the approval of the Parks and Recreation Commission's 2014 Annual Report.

Attachments

None

MEMORANDUM

TO: Melinda Coleman, City Manager

FROM: Nick Carver, Building Official

DATE: April 8, 2015

SUBJECT: Recognition of Terra General Contractors for Project of the Year Award for the Maplewood Fire Department South Station

Introduction

The Minnesota Construction Association (MCA) chooses construction projects to receive annual MCA Awards of Excellence. The new Maplewood Fire Department South Station was chosen as the winner of the "Green or Sustainable Project" category for a 2015 Award of Excellence.

Discussion

On September 23rd, 2013 the City of Maplewood adopted the Green Building Program and became the first city in Minnesota to adopt this International Green Construction Code (IgCC) based program. The recently completed Maplewood Fire Department South Station was not only the first building constructed under this program in Maplewood but the first in Minnesota. The contractor for the South Station was Terra General Contractors (Terra).

Understanding the merits of the station's construction, Terra submitted this project on behalf of the City of Maplewood to the Minnesota Construction Association for the "Green/Sustainable" project category. This category is for projects that promote water efficiency, energy reduction and efforts on the atmosphere. Materials and resources use, reuse of onsite materials, indoor environment, efficient use of utilities and green building cost benefit to the Owner.

The City of Maplewood would like to recognize Terra General Contractors for their efforts to successfully complete the construction of the Maplewood Fire Department South Station built under the Green Building Program. Terra is more than a stakeholder, they are a contributor.

Budget Impact

None

Recommendation

No action is required.

Attachment

1. International Code Council IgCC Article
2. Fire Station Features



building safety JOURNAL ONLINE®

New Police/Fire Station is the First Minnesota building Constructed Under the IgCC

By Nick Reiher

Officials in Maplewood, Minn., believe building with sustainability is just the right thing to do.

But you have to watch out for poor imitations, said Maplewood Building Official Nick Carver, or you'll wind up with something that will have you spending more green instead of planning for it.

“There are a lot of so-called ‘green’ designs out there,” Carver said. “But they don’t really save you any energy or reduce the carbon footprint. And



sometimes, they make it worse.”

In fact, Carver said, you can’t really tell Maplewood’s newest fire station is the first structure in the Land of 10,000 Lakes to be built under the *International Green Construction Code*® (IgCC). Maybe you would notice the timed LED lights that eliminated the need for most manual light switches. But you probably wouldn’t see the solar reflective roof with 30 percent more insulation. Nor might you care about the water-saving double-flush toilets.

But Carver and the other officials in the St. Paul suburb do. He said Maplewood adopted an energy efficiency and conservation plan in 2009. And when he heard the ICC was developing a green code, Carver joined a committee to help devise the revolutionary model code adopted in 2012.

In turn, Maplewood officials worked with the ICC to design the Maplewood Green Building Code adopted in 2013. About that time, they knew they needed to relocate one of their fire stations to help response time. Part of the building would be used for a police substation as well for the same reason.

Although the city adopted the IgCC, Carver said, the state of Minnesota hasn't. So the city can use it only on city-funded buildings and other sites like trails. Carver said the city set up a design team, "and even before pen hit paper, we had a fair amount of strategy sessions with the IgCC manual to let contractors know how we wanted it done."

The station they were replacing was built in the mid-1940s, Carver said, and it was losing a lot of energy, even with upgraded insulation over the years. And to their credit, the Maplewood City Council didn't care whether the new station looked like a green building, Carver added, they just wanted to make sure it acted like one, saving as much energy and money as possible. Carver said Fire Chief Steve Lukin was a little wary at first. But now the chief extolls the wonders of the IgCC in the new station. They are especially pleased with the in-floor heat, set at 62 degrees, that not only keeps their feet warm, he said, but helps dry off the trucks faster after a run. That will help the trucks last longer and prevent slippage from any puddles.

Carver and Lukin said the city still is finishing the paperwork for official accreditation. But there are plans for more green construction in Maplewood. For one, the city's energy ordinance states that all of its facilities need to be brought up to IgCC within 10 years. Energy-saving features such as the solar-reflective roof, increased roof insulation, updated appliances and the timed LED lighting system cost a few more bucks in the short run, Carver said. But as time goes on, he said, they know they'll be saving energy, money and the effect on Mother Earth.

"We also hope that what we do in Maplewood will set the example for businesses and others who want to build to do it the right way," Carver said. "It's all about raising the profile."

Maplewood Fire Department South Station Maplewood Police South Substation

First Minnesota Building Constructed Under the
International Green Construction Code (IgCC)
Adopted by the City of Maplewood

Site Features:

- Transportation - Connection to City Trails / Bike Paths / Bus Routes
- Rain Gardens for Storm Water Control and Filtration
- Building Orientation to Maximize Passive Solar Gain
- Reduced Site Maintenance
- Use of Native Plantings
- Solar Reflective Roof to Reduce Summer Heat Gain

Building Features:

- 30% Increase in Roof Insulation
- Strategically Located Windows for Increased Natural Light
- Use of Indigenous Materials
- Durable Low Maintenance Materials and Finishes
- Use of Recycled Materials in New Construction
- High Percentage of New Materials are Recyclable
- Construction Waste Diverted from Landfills
- High Efficiency Appliances
- Low VOC Paints and Sealants
- Radiant Floors at Apparatus Bays
- Reduced Water Use Plumbing Fixtures
- High Efficiency Mechanical Systems
- LED Lighting



MEMORANDUM

TO: Melinda Coleman, City Manager
FROM: Nick Carver, Building Official
DATE: April 8, 2015
SUBJECT: Recognition of Earth Day Proclamation

Introduction

Earth Day is celebrated April 22nd annually and staff requests the City Council recognize the importance of this day by approving the attached proclamation.

Discussion

For 45 years our Nation has come together on Earth Day to appreciate and raise awareness about our environment, natural heritage, and the resources upon which generations of Americans have depended. A healthy land, clean water and air are essential to the health of our communities and wildlife. Earth Day is an opportunity to renew Maplewood's and America's commitment to preserving and protecting the state of our environment through community service and responsible stewardship.

Budget Impact

None

Recommendation

Staff recommends that the City Council approve the attached proclamation in recognition of Earth Day.

Attachment

1. Earth Day Proclamation

**Earth Day Proclamation
Earth Day 2015**

April 22, 2015

WHEREAS the global community now faces extraordinary challenges, such as global health issues, food and water shortages, and economic struggles; and

WHEREAS all people, regardless of race, gender, income, or geography, have a moral right to a healthy, sustainable environment with economic growth; and

WHEREAS it is understood that the citizens of the global community must step forward and take action to create a green economy to combat the aforementioned global challenges; and

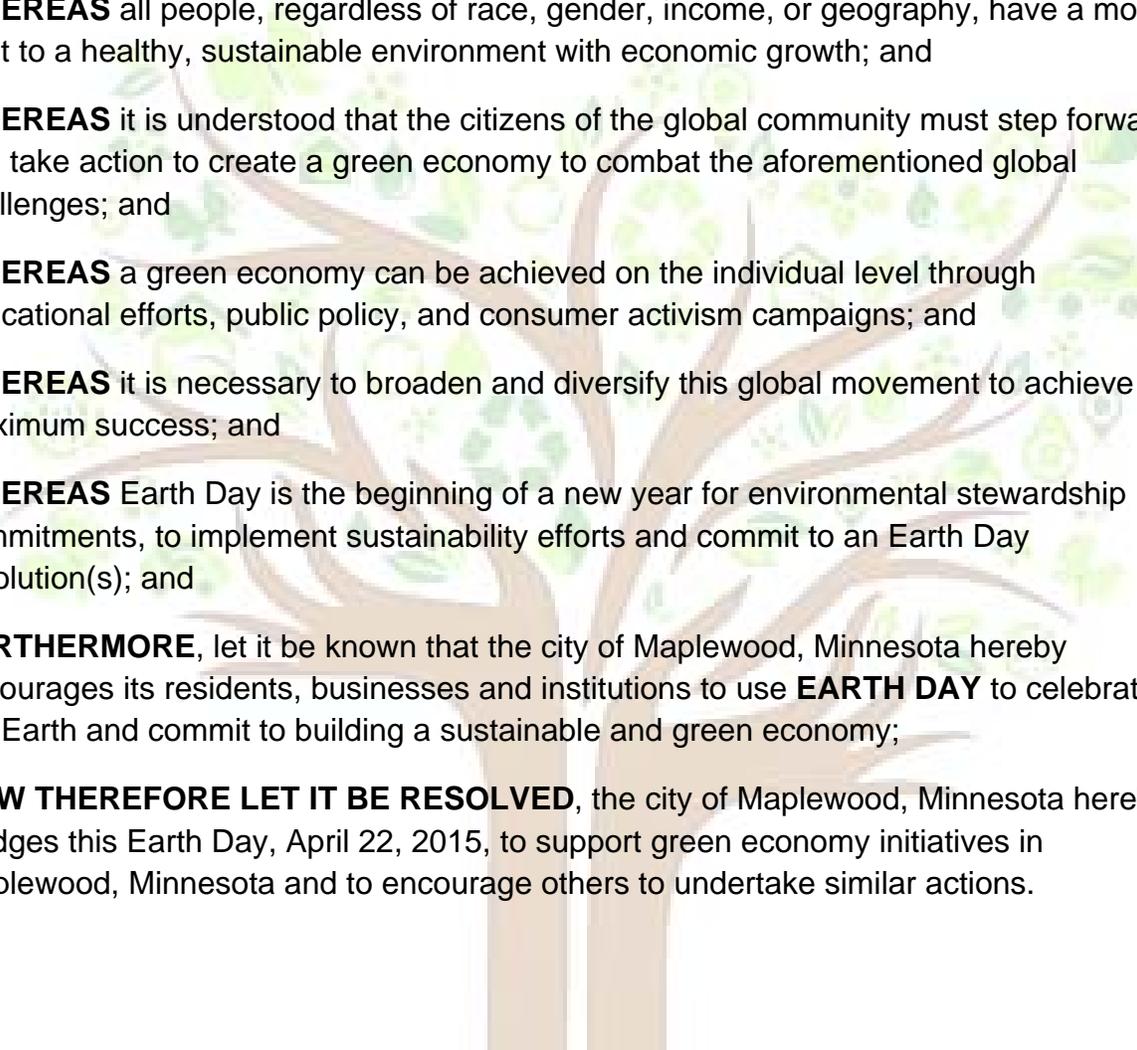
WHEREAS a green economy can be achieved on the individual level through educational efforts, public policy, and consumer activism campaigns; and

WHEREAS it is necessary to broaden and diversify this global movement to achieve maximum success; and

WHEREAS Earth Day is the beginning of a new year for environmental stewardship commitments, to implement sustainability efforts and commit to an Earth Day resolution(s); and

FURTHERMORE, let it be known that the city of Maplewood, Minnesota hereby encourages its residents, businesses and institutions to use **EARTH DAY** to celebrate the Earth and commit to building a sustainable and green economy;

NOW THEREFORE LET IT BE RESOLVED, the city of Maplewood, Minnesota hereby pledges this Earth Day, April 22, 2015, to support green economy initiatives in Maplewood, Minnesota and to encourage others to undertake similar actions.



Nora Slawik, Mayor

Kathleen Juenemann, Councilmember

Marylee Abrams, Councilmember

Marvin Koppen, Councilmember

Robert Cardinal, Councilmember

MEMORANDUM

TO: Melinda Coleman, City Manager

FROM: Paul Schnell, Chief of Police; Steve Lukin, Fire Chief

DATE: April 2, 2015

SUBJECT: Approval of Resolution Honoring the Dedication and Service of Ramsey County Emergency Communications Center Personnel.

Introduction

The recent successful implementation of a new state of the art Computer Aided Dispatch system by the Ramsey County Emergency Communication Center is deserving of recognition. In addition, it is fitting that the recognition occurs in conjunction with National Public Safety Telecommunicators Week, April 12 – 18, 2015.

Background

On behalf of the City of Maplewood, each of you, Ramsey County Emergency Communications Center (ECC) personnel, process thousands of calls for service. These calls are often under the most trying of circumstances, but are handled with professionalism and efficiency. Ramsey County ECC personnel are a critical component to the delivery of Police, Fire, and Emergency Medical personnel. These dispatchers and telecommunicators are unsung heroes operating behind the scene while playing the critical role of getting the right resources deployed as quickly as possible.

The recent successful implementation of a new state of the art Computer Aided Dispatch system by the Ramsey County Emergency Communication Center was a massive undertaking, which cost millions of dollars and years of planning. While this new system is far more technologically advanced, the essential component of any dispatch remains the people. We believe the Ramsey County Emergency Communications Center employs among the best people resources in the nation.

Budget Impact

No adverse budgetary impact.

Recommendation

It is recommended that the City Council approve the attached Resolution honoring the dedication and service of Ramsey County Emergency Communications Center personnel.

Attachments

1. Resolution

**Resolution Honoring the Dedication & Service of
Ramsey County Emergency Communications Center Personnel**

WHEREAS, Sunday, April 12, 2015 through Saturday, April 18, 2015 is “National Public Safety Telecommunicators Week 2015”; and

WHEREAS, the Ramsey County Emergency Communication Center provides public safety dispatching services for Maplewood and nearly all communities within Ramsey County; and

WHEREAS, the safety and welfare of those who live, work and visit the City of Maplewood is enhanced by effective deployment of the City’s Police, Fire, and Emergency Medical Services personnel; and

WHEREAS, the Ramsey County Emergency Communications Center, with the effort of its entire staff, effectively launched an upgraded and far more advanced “Computer Aided Dispatch” system; and

WHEREAS, the City of Maplewood recognizes all Emergency Communications Center staff as critical and essential partners to our police officers, firefighters, and paramedical staff.

NOW, THEREFORE, BE IT RESOLVED, that the Maplewood City Council expresses gratitude to each and every Ramsey County Emergency Communications Center staff member for exceptional and committed service to the people of Maplewood.

Adopted this 13th day of April, 2015,

Nora Slawik, Mayor

Attest:

Karen Haag, City Clerk

MEMORANDUM

TO: Melinda Coleman, City Manager
FROM: Gayle Bauman, Finance Director
DATE: April 8, 2015
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:

\$ 85,779.29	Checks # 94731 thru # 94760 dated 03/16/15 thru 03/24/15
\$ 516,015.37	Disbursements via debits to checking account dated 03/16/15 thru 03/20/15
\$ 600,058.69	Checks # 94762 thru # 94814 dated 03/24/15 thru 03/31/15
\$ 311,631.04	Disbursements via debits to checking account dated 03/23/15 thru 03/27/15
\$ 393,858.63	Checks # 94815 thru # 94853 dated 03/31/15 thru 04/07/15
\$ 1,695,852.15	Disbursements via debits to checking account dated 03/30/15 thru 04/03/15
<u>\$ 3,603,195.17</u>	Total Accounts Payable

PAYROLL

\$ 524,049.79	Payroll Checks and Direct Deposits dated 03/27/15
\$ 999.75	Payroll Deduction check # 9994500 thru # 9994502 dated 03/27/15
<u>\$ 525,049.54</u>	Total Payroll
<u><u>\$ 4,128,244.71</u></u>	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

03/19/2015

<u>Check</u>	<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>	
94731	03/16/2015	03276	MN WOMEN IN CITY GOVERNMENT	MWCG LUNCHEON	20.00
94732	03/24/2015	05324	CHRISTIE BERNARDY	RETAINER FEE/ADD'L WORK - FEB	1,250.00
94733	03/24/2015	01973	ERICKSON OIL PRODUCTS INC	CAR WASHES AT FREEDOM - FEB	26.13
94734	03/24/2015	00585	GOPHER STATE ONE-CALL	NET BILLABLE TICKETS - FEB	162.40
94735	03/24/2015	05311	WILLIE MCCRAY	BASKETBALL OFFICIALS 3/7 & 3/8	1,528.00
94736	03/24/2015	01337	RAMSEY COUNTY-PROP REC & REV	911 DISPATCH SERVICES - FEB	30,453.91
	03/24/2015	01337	RAMSEY COUNTY-PROP REC & REV	CAD SERVICES - FEB	5,824.07
	03/24/2015	01337	RAMSEY COUNTY-PROP REC & REV	FLEET SUPPORT FEE - FEB	458.64
	03/24/2015	01337	RAMSEY COUNTY-PROP REC & REV	FLEET SUPPORT FEE - FEB	418.08
94737	03/24/2015	04943	JOE RUEB	REIMB ITEMS FOR CONNIE RETIREMENT	100.00
94738	03/24/2015	05488	SUN LIFE FINANCIAL	MONTHLY PREMIUM-LIFE,LTD,STD-FEB	7,432.59
94739	03/24/2015	05305	TOSHIBA FINANCIAL SERVICES	CONTRACT 500-0264726	377.80
	03/24/2015	05305	TOSHIBA FINANCIAL SERVICES	CONTRACT 500-0264717	286.80
	03/24/2015	05305	TOSHIBA FINANCIAL SERVICES	CONTRACT 500-0264705	62.18
94740	03/24/2015	01190	XCEL ENERGY	ELECTRIC UTILITY	3,247.46
	03/24/2015	01190	XCEL ENERGY	ELECTRIC & GAS UTILITY	477.54
	03/24/2015	01190	XCEL ENERGY	FIRE SIRENS	51.38
94741	03/24/2015	05473	ARMOR EXPRESS	GEMINI BALLISTIC II/SPIKE 2 COMBO K9	992.00
94742	03/24/2015	04851	B M I GENERAL LICENSING	LICENSING TO PLAY MUSIC AT MCC	335.00
94743	03/24/2015	00207	BOYER TRUCKS INC	REPAIRS MADE TO UNIT #530	3,940.76
94744	03/24/2015	03874	COMMERCIAL FURNITURE SERVICES	CHANGE LOCK RECEPTION AREA	64.00
94745	03/24/2015	05508	KYLE COOPER	OFFICIAL FOR BASKETBALL GAMES	120.00
94746	03/24/2015	05372	FERRELLGAS	UTILITIES FIRE TRAINING CENTER	2,166.93
94747	03/24/2015	04846	HEALTHEAST	MEDICAL SUPPLIES	268.25
94748	03/24/2015	00713	I T L PATCH COMPANY INC	PATCHES FOR RESERVES	816.83
94749	03/24/2015	00891	M A M A	MEMBERSHIP DUES M FUNK	45.00
94750	03/24/2015	00942	MARSDEN BLDG MAINTENANCE CO	JANITORIAL SERVICES - MARCH	2,776.00
94751	03/24/2015	05501	MIDWEST LANGUAGE SERVICES, INC	INTERPRETING SRVS PLUS RUSH FEE	377.50
94752	03/24/2015	01111	MOTOROLA, INC	APX 6000 PORTABLE RAIDO	11,603.25
94753	03/24/2015	05503	NET TRANSCRIPTS, INC.	AUDIO TRANSCRIPTION	3,605.41
94754	03/24/2015	01175	CITY OF NORTH ST PAUL	MONTHLY UTILITIES - FEBRUARY	2,431.08
	03/24/2015	01175	CITY OF NORTH ST PAUL	FIBER OPTIC ACCESS CHG - MARCH	1,110.00
94755	03/24/2015	00001	ONE TIME VENDOR	REFUND N ARVIDSON TRANS MEDIC	86.44
94756	03/24/2015	01359	REGAL AUTO WASH BILLING	VEHICLE WASHES - FEB	50.36
94757	03/24/2015	01669	TWIN CITIES TRANSPORT &	FORFEITED VEHICLE TOWING	70.00
	03/24/2015	01669	TWIN CITIES TRANSPORT &	FORFEITED VEHICLE TOWING	50.00
94758	03/24/2015	05039	UNIVERSITY OF LOUISVILLE	ENROLLMENT FEE D BUSACK	425.00
94759	03/24/2015	04179	VISUAL IMAGE PROMOTIONS	PROGRAM DISPLAY SIGN MCC - FEB	325.00
94760	03/24/2015	01876	WHAT WORKS INC	EEDD ORG STUDY	1,942.50
					<u>85,778.29</u>

30 Checks in this report.

CITY OF MAPLEWOOD
Disbursements via Debits to Checking account

Settlement			
<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
3/16/2015	MN State Treasurer	Drivers License/Deputy Registrar	97,812.44
3/16/2015	VANCO	Billing fee	157.85
3/16/2015	U.S. Treasurer	Federal Payroll Tax	101,067.64
3/16/2015	P.E.R.A.	P.E.R.A.	98,922.99
3/16/2015	ICMA (Vantagepointe)	Retiree Health Savings	7,925.66
3/17/2015	MN State Treasurer	Drivers License/Deputy Registrar	26,648.72
3/17/2015	MidAmerica	HRA Flex plan	14,720.90
3/17/2015	MN State Treasurer	State Payroll Tax	19,946.56
3/17/2015	Labor Unions	Union Dues	2,182.27
3/18/2015	MN State Treasurer	Drivers License/Deputy Registrar	20,455.22
3/18/2015	Delta Dental	Dental Premium	1,921.91
3/19/2015	MN State Treasurer	Drivers License/Deputy Registrar	57,896.70
3/19/2015	MN Dept of Revenue	Sales Tax	9,625.00
3/20/2015	MN State Treasurer	Drivers License/Deputy Registrar	51,804.51
3/20/2015	MN Dept of Revenue	Fuel Tax	534.66
3/20/2015	Optum Health	DCRP & Flex plan payments	2,937.84
3/20/2015	MN Dept of Natural Resources	DNR electronic licenses	1,454.50
			516,015.37

Check Register
City of Maplewood

03/27/2015

Check	Date	Vendor	Description	Amount
94762	03/24/2015	02464 US BANK	FUNDS FOR CITY HALL ATM	10,000.00
94763	03/24/2015	05307 MN BOARD OF PEACE OFFICER	PEACE OFFICER LICENSE J PETERSON	90.00
94764	03/31/2015	00120 AQUA LOGIC INC	POOL CHEMICALS	1,025.66
94765	03/31/2015	00463 EMERGENCY APPARATUS MAINT	TRUCK REPAIR	5,689.29
94766	03/31/2015	00526 FOREST LAKE CONTRACTING INC	PROJ 09-08 HWY 36/ENGLISH PMT#18	48,586.38
94767	03/31/2015	04206 H A KANTRUD	ATTORNEY SERVICES - APRIL	8,000.00
94768	03/31/2015	03597 MARY JO HOFMEISTER	REIMB FOR MILEAGE 2/19 - 3/19	14.09
94769	03/31/2015	02728 KIMLEY-HORN & ASSOCIATES INC	PROJ 12-14 PROF SRVS THRU 02/28	1,851.02
	03/31/2015	02728 KIMLEY-HORN & ASSOCIATES INC	PROJ 09-08 PROF SRVS THRU 02/28	1,216.35
94770	03/31/2015	00985 METROPOLITAN COUNCIL	WASTEWATER - APRIL	245,317.42
94771	03/31/2015	01213 JULIE OLSON	REIMB FOR MEALS,CAB,PARKING	109.22
94772	03/31/2015	02930 DEB SCHMIDT	REIMB FOR MILEAGE & AIRFAIR	413.29
94773	03/31/2015	02705 DAVE SWAN	REIMB FOR MILEAGE 3/15 - 3/21	21.85
94774	03/31/2015	05305 TOSHIBA FINANCIAL SERVICES	CONTRACT 500-0371083	891.30
	03/31/2015	05305 TOSHIBA FINANCIAL SERVICES	CONTRACT 500-0371999	754.16
	03/31/2015	05305 TOSHIBA FINANCIAL SERVICES	CONTRACT 500-0282620	612.09
	03/31/2015	05305 TOSHIBA FINANCIAL SERVICES	CONTRACT 500-0380041	446.23
	03/31/2015	05305 TOSHIBA FINANCIAL SERVICES	CONTRACT 500-0294743	404.42
	03/31/2015	05305 TOSHIBA FINANCIAL SERVICES	CONTRACT 500-0264717	357.48
	03/31/2015	05305 TOSHIBA FINANCIAL SERVICES	CONTRACT 500-0395052	313.36
	03/31/2015	05305 TOSHIBA FINANCIAL SERVICES	CONTRACT 500-0264726	286.15
	03/31/2015	05305 TOSHIBA FINANCIAL SERVICES	CONTRACT 500-0328559	256.83
	03/31/2015	05305 TOSHIBA FINANCIAL SERVICES	CONTRACT 500-0395065	96.92
	03/31/2015	05305 TOSHIBA FINANCIAL SERVICES	CONTRACT 500-0349366	81.97
	03/31/2015	05305 TOSHIBA FINANCIAL SERVICES	CONTRACT 500-0264705	62.21
94775	03/31/2015	03334 UNIQUE PAVING MATERIALS CORP	WINTER PATCHING MATERIALS	228.80
	03/31/2015	03334 UNIQUE PAVING MATERIALS CORP	WINTER PATCHING MATERIALS	180.70
94776	03/31/2015	01190 XCEL ENERGY	ELECTRIC & GAS UTILITY	5,628.13
94777	03/31/2015	05511 KATIE ALVAREZ	ASSIGNMENTS 2ND HALF WINTER VB	500.00
94778	03/31/2015	04419 LOUISE A. BEAMAN	VOLLEYBALL REFEREE 2/16 - 3/25	150.00
94779	03/31/2015	01869 DALE BOETTCHER	VOLLEYBALL REFEREE 2/16 - 3/25	75.00
94780	03/31/2015	01865 DON BOWMAN	ASSIGNMENTS 2ND HALF WINTER VB	155.00
94781	03/31/2015	05369 CINTAS CORPORATION #470	ULTRA CLEAN SERVICE - CITY HALL	311.90
94782	03/31/2015	01871 KENNETH COOPER	VOLLEYBALL REFEREE 2/16 - 3/25	400.00
94783	03/31/2015	05510 EDUCATION & TRAINING SERVICES	TRAINING FEE	499.00
94784	03/31/2015	05509 ESTERO ELECTRIC CO.	ELECTRICAL WORK-CH RECEPTIONIST	581.00
94785	03/31/2015	02873 GARDEN & ASSOCIATES INC	LANGUAGE INTERPRETER CN14031665	70.00
94786	03/31/2015	03538 PATRICK JAMES HUBBARD	VOLLEYBALL REFEREE 2/16 - 3/25	550.00
94787	03/31/2015	05014 ICABOD PRODUCTIONS LLC	DEPOSIT - SOUND,LIGHTING,STAGE	800.00
94788	03/31/2015	04992 KERN, DEWENTER, VIERE, LTD	2014 AUDIT	20,500.00
94789	03/31/2015	00846 LANGUAGE LINE SERVICES	PD PHONE-BASED INTERPRETIVE SRVS	5.59
94790	03/31/2015	00532 MADDEN GALANTER HANSEN, LLP	HR ATTORNEY	130.00
94791	03/31/2015	04418 MN TURF & GROUND FOUNDATION	REGISTRATION FEE	650.00
94792	03/31/2015	01126 NCPERS MINNESOTA	MONTHLY PREMIUM - APRIL	464.00
94793	03/31/2015	00001 ONE TIME VENDOR	REFUND W DICKSON HP CREDITS	340.00
94794	03/31/2015	00001 ONE TIME VENDOR	REFUND H DICKSON HP CREDITS	330.13
94795	03/31/2015	00001 ONE TIME VENDOR	REFUND J ECKES MEDICA CREDITS	220.00
94796	03/31/2015	00001 ONE TIME VENDOR	REFUND J WALETZKE TRANS MEDIC	106.63
94797	03/31/2015	00001 ONE TIME VENDOR	REFUND S AKER TRANS MEDIC	91.74
94798	03/31/2015	00001 ONE TIME VENDOR	REFUND N CARDENAS CLASS FEE	50.00
94799	03/31/2015	00001 ONE TIME VENDOR	REFUND COMM FOUNDATIONS OVERCHG	50.00
94800	03/31/2015	00001 ONE TIME VENDOR	REFUND D PETERSON TRANS MEDIC	45.01
94801	03/31/2015	01283 POST BOARD	POLICE OFFICER LICENSE RENEWALS	1,170.00
94802	03/31/2015	01345 RAMSEY COUNTY	DISPOSAL FEES	196.75
94803	03/31/2015	04432 EUGENE E. RICHARDSON	VOLLEYBALL REFEREE 2/16 - 3/25	350.00

G1, Attachments

94804	03/31/2015	02663	CARL SAARION	VOLLEYBALL REFEREE 2/16 - 3/25	225.00
94805	03/31/2015	03879	SANSIO	EMS FEES - APRIL	738.67
94806	03/31/2015	05120	RICH SCHELL	VOLLEYBALL REFEREE 2/16 - 3/25	575.00
94807	03/31/2015	05498	RICHARD A. SCHMIDT	VOLLEYBALL REFEREE 2/16 - 3/25	75.00
94808	03/31/2015	02664	HEIDI SCHWICHTENBERG	VOLLEYBALL REFEREE 2/16 - 3/25, 12/29	375.00
94809	03/31/2015	05188	JENNA SOBERG	VOLLEYBALL REFEREE 2/16 - 3/25	300.00
94810	03/31/2015	01915	NANCY STEFFEN	VOLLEYBALL REFEREE 2/16 - 3/25	75.00
94811	03/31/2015	05458	TITAN MACHINERY INC	TOWMASTER T-14DT TRAILER	12,274.85
94812	03/31/2015	05382	TURNING POINT CONSULTING GROUP	SALES REPRESENTATION 3/2 - 3/13	1,000.00
94813	03/31/2015	04577	SANDRA JEAN WEBER	VOLLEYBALL REFEREE 2/16 - 3/25	225.00
94814	03/31/2015	01190	XCEL ENERGY	OVERHEAD ELECTRICAL LINE BURIAL	222,468.10
					600,058.69

53 Checks in this report.

CITY OF MAPLEWOOD
Disbursements via Debits to Checking account

Settlement			
<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
3/23/2015	MN State Treasurer	Drivers License/Deputy Registrar	52,464.66
3/24/2015	MN State Treasurer	Drivers License/Deputy Registrar	24,935.78
3/25/2015	MN State Treasurer	Drivers License/Deputy Registrar	74,214.41
3/25/2015	Delta Dental	Dental Premium	1,382.76
3/26/2015	MN State Treasurer	Drivers License/Deputy Registrar	51,420.80
3/27/2015	MN State Treasurer	Drivers License/Deputy Registrar	75,399.32
3/27/2015	MN Dept of Natural Resources	DNR electronic licenses	794.31
3/27/2015	Optum Health	DCRP & Flex plan payments	1,000.00
3/27/2015	Voya - State Plan	Deferred Compensation	30,019.00
			311,631.04

Check Register
City of Maplewood

04/02/2015

Check	Date	Vendor	Description	Amount	
94815	03/31/2015	02464	US BANK	FUNDS FOR MCC ATM	10,000.00
94816	04/07/2015	03958	MARKESE BENJAMIN	REIMB FOR MEAL AND UNIFORM	48.24
94817	04/07/2015	02149	HEIDI CAREY	MARKETING & ADVERTISING - MARCH	4,000.00
94818	04/07/2015	04944	HILLCREST VENTURES LLC	ADD'L SUBWAY ORDERS-NOV/DEC 2014	339.86
94819	04/07/2015	02728	KIMLEY-HORN & ASSOCIATES INC	PROJ 14-01 PROF SRVS THRU 02/28	26,115.75
94820	04/07/2015	05353	MANSFIELD OIL CO	CONTRACT GASOLINE - MARCH	10,944.94
	04/07/2015	05353	MANSFIELD OIL CO	CONTRACT GASOLINE - FEBRUARY	10,944.94
	04/07/2015	05353	MANSFIELD OIL CO	CONTRACT DIESEL - MARCH	8,058.71
	04/07/2015	05353	MANSFIELD OIL CO	CONTRACT DIESEL - FEBRUARY	8,015.15
	04/07/2015	05353	MANSFIELD OIL CO	CONTRACT DIESEL - MARCH	-7,734.65
	04/07/2015	05353	MANSFIELD OIL CO	CONTRACT DIESEL - FEBRUARY	-7,734.65
	04/07/2015	05353	MANSFIELD OIL CO	CONTRACT GASOLINE - MARCH	-9,816.94
	04/07/2015	05353	MANSFIELD OIL CO	CONTRACT GASOLINE - FEBRUARY	-9,816.94
94821	04/07/2015	04316	CITY OF MINNEAPOLIS RECEIVABLES	AUTO PAWN SYSTEM - FEBRUARY	459.90
94822	04/07/2015	02105	MN TRANSPORTATION ALLIANCE	MEMBERSHIP FEE JUN 2015 - MAY 2016	1,122.00
94823	04/07/2015	05513	MARIA MULVIHILL	REIMB FOR TUITION & BOOKS	1,615.00
94824	04/07/2015	02696	MUSKA ELECTRIC CO	WIRE TEMP GENERATOR AT 1902	468.37
94825	04/07/2015	01819	PAETEC	LOCAL PHONE SERVICE 02/15 - 03/14	706.59
	04/07/2015	01819	PAETEC	LOCAL PHONE SERVICE 01/15 - 02/14	694.19
94826	04/07/2015	01409	S E H	PROJ 14-12 BLDG ASSET MGMT	4,320.00
	04/07/2015	01409	S E H	GENERAL TRAN SRVS-COMP PLAN ADJ	211.44
94827	04/07/2015	01455	MICHAEL SHORTREED	REIMB - REFRESHMENTS FTO COURSE	123.01
94828	04/07/2015	05488	SUN LIFE FINANCIAL	PREMIUM - LIFE,LTD,STD - MARCH	7,412.13
94829	04/07/2015	04845	TENNIS SANITATION LLC	RECYCLING FEE - MARCH	38,939.25
94830	04/07/2015	01190	XCEL ENERGY	ELECTRIC UTILITY	14,887.80
	04/07/2015	01190	XCEL ENERGY	GAS UTILITY	1,167.95
	04/07/2015	01190	XCEL ENERGY	ELECTRIC UTILITY	772.49
	04/07/2015	01190	XCEL ENERGY	ELECTRIC UTILITY	74.06
	04/07/2015	01190	XCEL ENERGY	ELECTRIC UTILITY	65.48
	04/07/2015	01190	XCEL ENERGY	ELECTRIC UTILITY	61.07
	04/07/2015	01190	XCEL ENERGY	ELECTRIC UTILITY	15.72
	04/07/2015	01190	XCEL ENERGY	ELECTRIC UTILITY	15.54
	04/07/2015	01190	XCEL ENERGY	ELECTRIC UTILITY	-137.96
94831	04/07/2015	04848	AVESIS	MONTHLY PREMIUM - APRIL	229.81
94832	04/07/2015	00223	BRODIN STUDIOS, INC.	RETIREMENT PLAQUE - M RHUDE	240.00
	04/07/2015	00223	BRODIN STUDIOS, INC.	RETIREMENT PLAQUE - J MARTIN	240.00
	04/07/2015	00223	BRODIN STUDIOS, INC.	RETIREMENT PLAQUE - M PALANK	140.00
94833	04/07/2015	05369	CINTAS CORPORATION #470	CLEANING SUPPLIES - CITY HALL	110.80
94834	04/07/2015	05507	COCA-COLA REFRESHMENTS	MDSE FOR RESALE	351.92
	04/07/2015	05507	COCA-COLA REFRESHMENTS	MDSE FOR RESALE	40.32
94835	04/07/2015	03874	COMMERCIAL FURNITURE SERVICES	OFFICE RECONFIGURATION - P&R	9,012.69
94836	04/07/2015	05512	FORECAST PUBLIC ART	CONSULTING SRVS JOY PARK PHASE II	2,275.00
94837	04/07/2015	02929	GLTC PREMIUM PAYMENTS	LTC MONTHLY PREMIUM - APRIL	244.14
94838	04/07/2015	03863	ROBERT KANE	USED ELLIPTICAL	600.00
94839	04/07/2015	03130	CAMPBELL KNUTSON PA	PROSECUTION SRVS & MISC EXPENSES	9,237.85
94840	04/07/2015	01083	M D R A	DUES FOR DEPUTY #149 MAPLEWOOD	495.00
94841	04/07/2015	03818	MEDICA	MONTHLY PREMIUM - APRIL	179,691.01
94842	04/07/2015	01184	NORTHERN DOOR COMPANY, INC.	DROP TEST/INSPECT FIRE DOORS PW	1,350.00
94843	04/07/2015	05496	KAREN OLSON	LEADERSHIP CONSULTING/COACHING	675.00
94844	04/07/2015	00001	ONE TIME VENDOR	REFUND J BOYD HP CREDITS	40.00
94845	04/07/2015	02008	RAMSEY COUNTY PUBLIC WORKS	BRINE SOLUTION - FEBRUARY	309.40
94846	04/07/2015	01418	SAM'S CLUB DIRECT	CONCESSIONS AT GYMS	213.79
	04/07/2015	01418	SAM'S CLUB DIRECT	CONCESSIONS AT GYMS	192.45
94846	04/07/2015	01418	SAM'S CLUB DIRECT	MDSE FOR RESALE & EQUIP SUPPLIES	145.02
	04/07/2015	01418	SAM'S CLUB DIRECT	MDSE FOR RESALE	98.24

G1, Attachments

94847	04/07/2015	00198	ST PAUL REGIONAL WATER SRVS	WATER UTILITY	2,502.75
	04/07/2015	00198	ST PAUL REGIONAL WATER SRVS	PROJ 09-08 2228 MAPLEWOOD DR	119.17
94848	04/07/2015	01836	ST PAUL, CITY OF	MCC SPRING SCHOOL FLYERS	398.58
	04/07/2015	01836	ST PAUL, CITY OF	PRINTING FEES FOR MARKETING	376.14
	04/07/2015	01836	ST PAUL, CITY OF	PRINTING FEES FOR MARKETING	59.00
	04/07/2015	01836	ST PAUL, CITY OF	PRINTING FEES FOR MARKETING	39.00
	04/07/2015	01836	ST PAUL, CITY OF	PRINTING FEES FOR MARKETING	39.00
	04/07/2015	01836	ST PAUL, CITY OF	PRINTING FEES FOR MARKETING	39.00
94849	04/07/2015	01550	SUMMIT INSPECTIONS	ELECTRICAL INSPECTIONS - MARCH	4,400.00
94850	04/07/2015	05342	TERRA GENERAL CONTRACTORS	PROJ 09-09 EMPSTC PMT#6	61,257.15
94851	04/07/2015	05382	TURNING POINT CONSULTING GROUP	MARKETING FOR CITY 3/16 - 3/27	1,000.00
94852	04/07/2015	05471	US FOODS	MDSE FOR RESALE	802.46
	04/07/2015	05471	US FOODS	MCC EQUIPMENT SUPPLIES	38.65
	04/07/2015	05471	US FOODS	MDSE FOR RESALE	17.57
	04/07/2015	05471	US FOODS	MDSE FOR RESALE	13.98
	04/07/2015	05471	US FOODS	MDSE FOR RESALE	-17.07
	04/07/2015	05471	US FOODS	MDSE FOR RESALE	-72.63
94853	04/07/2015	01876	WHAT WORKS INC	EEDD ORG STUDY	555.00

39 Checks in this report.

393,858.63

CITY OF MAPLEWOOD
Disbursements via Debits to Checking account

Settlement			
<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
3/30/2015	MN State Treasurer	Drivers License/Deputy Registrar	47,404.69
3/30/2015	US Bank VISA One Card*	Purchasing card items	31,694.18
3/30/2015	U.S. Treasurer	Federal Payroll Tax	98,566.63
3/30/2015	P.E.R.A.	P.E.R.A.	101,939.23
3/30/2015	ICMA (Vantagepointe)	Retiree Health Savings	37.52
3/30/2015	ICMA (Vantagepointe)	Deferred Compensation	4,151.00
3/31/2015	MN State Treasurer	Drivers License/Deputy Registrar	26,760.89
3/31/2015	MidAmerica	HRA Flex plan	14,095.93
3/31/2015	MN State Treasurer	State Payroll Tax	20,212.83
3/31/2015	Labor Unions	Union Dues	3,714.18
4/1/2015	MN State Treasurer	Drivers License/Deputy Registrar	49,768.50
4/1/2015	US Bank Merchant Services	Credit Card Billing fee	79.94
4/1/2015	US Bank	Debt Service payments	1,172,818.76
4/2/2015	MN State Treasurer	Drivers License/Deputy Registrar	38,421.44
4/3/2015	MN State Treasurer	Drivers License/Deputy Registrar	80,501.47
4/3/2015	MN Dept of Natural Resources	DNR electronic licenses	1,089.75
4/3/2015	Optum Health	DCRP & Flex plan payments	4,595.21
			1,695,852.15

*Detailed listing of VISA purchases is attached.

Transaction Date	Posting Date	Merchant Name	Transaction Amount	Name
03/06/2015	03/09/2015	OFFICE MAX	\$21.41	GAYLE BAUMAN
03/12/2015	03/16/2015	MINNESOTA GOVERNMENT F	\$25.00	GAYLE BAUMAN
03/05/2015	03/09/2015	PAPER PLUS	\$843.23	REGAN BEGGS
03/05/2015	03/09/2015	PAPER PLUS	\$316.21	REGAN BEGGS
03/05/2015	03/09/2015	PAPER PLUS	\$474.32	REGAN BEGGS
03/05/2015	03/09/2015	PAPER PLUS	\$210.81	REGAN BEGGS
03/05/2015	03/09/2015	PAPER PLUS	\$22.49	REGAN BEGGS
03/10/2015	03/11/2015	BEST BUY MHT 00000109	\$37.49	CHAD BERGO
03/13/2015	03/16/2015	TACTICAL AND SURVIVAL SPE	\$331.76	BRIAN BIERDEMAN
03/13/2015	03/16/2015	LAW ENFORCEMENT TARGETS	\$32.61	BRIAN BIERDEMAN
03/09/2015	03/11/2015	TWIN CITIES REPTILES	\$71.96	OAKLEY BIESANZ
03/12/2015	03/13/2015	MENARDS ST PAUL MIDWAY	\$17.50	OAKLEY BIESANZ
03/20/2015	03/20/2015	INT'L CODE COUNCIL INC	\$87.50	JASON BRASH
03/09/2015	03/11/2015	INTERNET TICKETS	\$88.00	NEIL BRENEMAN
03/13/2015	03/16/2015	TARGET 00011858	\$15.00	NEIL BRENEMAN
03/13/2015	03/16/2015	CRAIGSLIST.ORG	\$25.00	NEIL BRENEMAN
03/16/2015	03/17/2015	DICK'S CLOTHING&SPORTING	\$25.67	NEIL BRENEMAN
03/17/2015	03/18/2015	FACEBOOK P9FC46AGN2	\$25.05	NEIL BRENEMAN
03/19/2015	03/20/2015	WWW.DICKSSPORTNGGOODS.COM	\$32.13	NEIL BRENEMAN
03/19/2015	03/20/2015	BSN*SPORT SUPPLY GROUP	\$95.09	NEIL BRENEMAN
03/19/2015	03/20/2015	BSN*SPORT SUPPLY GROUP	\$158.49	NEIL BRENEMAN
03/05/2015	03/09/2015	THE HOME DEPOT 2801	\$6.80	TROY BRINK
03/09/2015	03/10/2015	HENRIKSEN ACE HARDWARE	\$32.99	TROY BRINK
03/12/2015	03/16/2015	GRUBERS POWER EQUIPMENT	\$18.59	TROY BRINK
03/13/2015	03/16/2015	U OF M CCE NONCREDIT	\$75.00	BRENT BUCKLEY
03/10/2015	03/11/2015	PEAS AND CORN/SHOELACESEX	\$29.90	SARAH BURLINGAME
03/05/2015	03/09/2015	THE HOME DEPOT 2801	\$20.55	JOHN CAPISTRANT
03/18/2015	03/20/2015	STREICHER'S MPLS	\$29.99	JOHN CARNES
03/06/2015	03/09/2015	G&K SERVICES AR	\$339.81	SCOTT CHRISTENSON
03/10/2015	03/11/2015	HENRIKSEN ACE HARDWARE	\$14.88	SCOTT CHRISTENSON
03/10/2015	03/11/2015	VIKING ELECTRIC-CREDIT DE	\$2.22	SCOTT CHRISTENSON
03/10/2015	03/11/2015	VIKING ELECTRIC-CREDIT DE	\$253.21	SCOTT CHRISTENSON
03/10/2015	03/11/2015	VIKING ELECTRIC-CREDIT DE	\$103.06	SCOTT CHRISTENSON
03/11/2015	03/13/2015	THE HOME DEPOT 2801	\$7.92	SCOTT CHRISTENSON
03/17/2015	03/18/2015	BATTERIES PLUS #31	\$12.95	SCOTT CHRISTENSON
03/18/2015	03/20/2015	THE HOME DEPOT 2801	\$50.30	SCOTT CHRISTENSON
03/18/2015	03/20/2015	THE HOME DEPOT 2801	\$8.33	SCOTT CHRISTENSON
03/18/2015	03/19/2015	FRATTALLONES WOODBURY AC	\$18.07	CHARLES DEEVER
03/06/2015	03/09/2015	G&K SERVICES AR	\$426.28	TOM DOUGLASS
03/12/2015	03/13/2015	J.W. ALLEN & ASSOCIATES	\$60.16	TOM DOUGLASS
03/12/2015	03/13/2015	CINTAS 470	\$137.76	TOM DOUGLASS
03/12/2015	03/16/2015	HANK'S SPECIALTIES, INC.	\$52.67	TOM DOUGLASS
03/13/2015	03/16/2015	STATE SUPPLY	\$380.25	TOM DOUGLASS
03/06/2015	03/09/2015	ARES ARMOR	\$108.00	MICHAEL DUGAS
03/11/2015	03/11/2015	TYR TACTICAL	\$469.91	MICHAEL DUGAS
03/15/2015	03/16/2015	OREILLY AUTO 00020743	\$14.98	PAUL E EVERSON
03/07/2015	03/09/2015	AMERICAN PLANNING ASSOCI	\$465.00	SHANN FINWALL
03/10/2015	03/10/2015	SPRINT *WIRELESS	\$68.86	MYCHAL FOWLDS
03/10/2015	03/11/2015	AT&T*BILL PAYMENT	\$37.00	MYCHAL FOWLDS
03/19/2015	03/20/2015	AT SCENE LLC	\$675.00	MYCHAL FOWLDS
03/06/2015	03/09/2015	IDU*INSIGHT PUBLIC SEC	\$397.86	NICK FRANZEN
03/06/2015	03/09/2015	IDU*INSIGHT PUBLIC SEC	\$269.51	NICK FRANZEN
03/09/2015	03/10/2015	BEST BUY MHT 00000109	\$619.13	NICK FRANZEN
03/18/2015	03/19/2015	IDU*INSIGHT PUBLIC SEC	\$44.60	NICK FRANZEN
03/18/2015	03/19/2015	LORING RAMP	\$17.00	NICK FRANZEN
03/19/2015	03/20/2015	IDU*INSIGHT PUBLIC SEC	\$1,138.82	NICK FRANZEN

03/10/2015	03/12/2015	KEEPRS INC 2	\$343.32	ANTHONY GABRIEL
03/12/2015	03/12/2015	AMAZON.COM	\$32.94	JAN GREW HAYMAN
03/12/2015	03/13/2015	JOANN ETC #1902	\$20.14	JAN GREW HAYMAN
03/07/2015	03/09/2015	VZWRLSS*APOCC VISN	\$97.45	KAREN HAAG
03/14/2015	03/16/2015	WALGREENS #01751	\$22.45	KAREN HAAG
03/14/2015	03/16/2015	OFFICE MAX	\$74.20	KAREN HAAG
03/05/2015	03/09/2015	THE HOME DEPOT 2801	\$63.97	TAMARA HAYS
03/09/2015	03/10/2015	HENRIKSEN ACE HARDWARE	\$20.48	TAMARA HAYS
03/10/2015	03/11/2015	HENRIKSEN ACE HARDWARE	\$8.00	TAMARA HAYS
03/10/2015	03/12/2015	THE HOME DEPOT 2801	\$7.20	TAMARA HAYS
03/17/2015	03/18/2015	HENRIKSEN ACE HARDWARE	\$16.98	TAMARA HAYS
03/18/2015	03/19/2015	MENARDS OAKDALE	\$150.00	PHENG HER
03/11/2015	03/12/2015	UNIFORMS UNLIMITED INC.	\$133.65	STEVEN HIEBERT
03/11/2015	03/12/2015	MENARDS MAPLEWOOD	\$18.32	GARY HINNENKAMP
03/18/2015	03/19/2015	MENARDS MAPLEWOOD	\$40.87	GARY HINNENKAMP
03/19/2015	03/20/2015	HENRIKSEN ACE HARDWARE	\$4.80	GARY HINNENKAMP
03/10/2015	03/11/2015	THE UPS STORE 2171	\$43.46	TIMOTHY HOFMEISTER
03/10/2015	03/12/2015	UPS (800) 811-1648	\$68.15	TIMOTHY HOFMEISTER
03/11/2015	03/12/2015	FIRST SHRED	\$13.00	RON HORWATH
03/13/2015	03/16/2015	WALMART.COM	\$118.90	RON HORWATH
03/19/2015	03/20/2015	WALMART.COM 8009666546	\$107.10	RON HORWATH
03/19/2015	03/20/2015	AMAZON MKTPLACE PMTS	\$136.78	RON HORWATH
03/16/2015	03/17/2015	USPS 26833800033400730	\$26.30	ANN HUTCHINSON
03/12/2015	03/13/2015	EVACUUMSTORE.COM	\$50.95	DAVID JAHN
03/13/2015	03/16/2015	DALCO ENTERPRISES, INC	\$526.36	DAVID JAHN
03/09/2015	03/10/2015	RAINBOW #7300	\$33.07	LOIS KNUTSON
03/09/2015	03/11/2015	JIMMY JOHN'S # 574 - E	\$32.12	LOIS KNUTSON
03/10/2015	03/10/2015	PANERA BREAD #601305	\$19.46	LOIS KNUTSON
03/12/2015	03/13/2015	FIRST SHRED	\$80.30	LOIS KNUTSON
03/13/2015	03/16/2015	ICMA INTERNET	\$149.00	LOIS KNUTSON
03/13/2015	03/19/2015	PANERA BREAD #601305	\$39.13	LOIS KNUTSON
03/10/2015	03/11/2015	PAYPAL *ESABA	\$10.00	DUWAYNE KONEWKO
03/13/2015	03/16/2015	PAYPAL *MINNESOTAWI	\$15.00	DUWAYNE KONEWKO
03/07/2015	03/09/2015	DRI*WWW.ELEMENT5.INFO	\$171.19	JASON KREGER
03/09/2015	03/12/2015	GARMIN INTERNATIONAL	\$254.97	JASON KREGER
03/10/2015	03/11/2015	CDW GOVERNMENT	\$72.67	JASON KREGER
03/12/2015	03/12/2015	CRUCIAL.COM	\$34.27	JASON KREGER
03/13/2015	03/16/2015	CDW GOVERNMENT	\$337.15	JASON KREGER
03/14/2015	03/16/2015	FEDEX 850122169815	\$5.35	JASON KREGER
03/17/2015	03/18/2015	WWW.NEWEGG.COM	\$14.99	JASON KREGER
03/10/2015	03/11/2015	HE MEDICAL TRANSPORT	\$78.10	DAVID KVAM
03/16/2015	03/16/2015	COMCAST CABLE COMM	\$62.82	DAVID KVAM
03/12/2015	03/13/2015	NW LASERS AND INSTRUMENT	\$248.95	RANDY LINDBLOM
03/07/2015	03/09/2015	COMCAST CABLE COMM	\$287.54	STEVE LUKIN
03/09/2015	03/11/2015	ASPEN MILLS INC.	\$440.20	STEVE LUKIN
03/17/2015	03/17/2015	GALLS INTERN*	\$99.98	KATHERINE LYNCH
03/09/2015	03/10/2015	PAYPAL *NAEMSE	\$90.00	MICHAEL MONDOR
03/11/2015	03/12/2015	ANCOM COMMUNICATIONS INC	\$482.40	MICHAEL MONDOR
03/12/2015	03/16/2015	BOUND TREE MEDICAL LLC	\$1,630.91	MICHAEL MONDOR
03/13/2015	03/16/2015	BOUND TREE MEDICAL LLC	\$4.92	MICHAEL MONDOR
03/16/2015	03/17/2015	RAINBOW #7300	\$13.70	MICHAEL MONDOR
03/17/2015	03/19/2015	BOUND TREE MEDICAL LLC	\$408.20	MICHAEL MONDOR
03/09/2015	03/10/2015	HENRIKSEN ACE HARDWARE	\$26.63	RICHARD NORDQUIST
03/09/2015	03/10/2015	HENRIKSEN ACE HARDWARE	\$15.46	RICHARD NORDQUIST
03/16/2015	03/17/2015	AMAZON MKTPLACE PMTS	\$6.64	MICHAEL NYE
03/16/2015	03/17/2015	AMAZON MKTPLACE PMTS	\$97.81	MICHAEL NYE
03/17/2015	03/19/2015	OFFICE DEPOT #1090	\$332.07	MICHAEL NYE

02/09/2015	03/10/2015	TAT B GONE	(\$144.94)	PARKER OLDING
02/09/2015	03/10/2015	LYCAMOBILE	(\$34.93)	PARKER OLDING
03/16/2015	03/17/2015	U OF M CCE NONCREDIT	\$65.00	ERICK OSWALD
03/05/2015	03/09/2015	OFFICE DEPOT #1079	\$21.56	MARY KAY PALANK
03/09/2015	03/11/2015	OFFICE DEPOT #1090	(\$23.16)	MARY KAY PALANK
03/09/2015	03/11/2015	OFFICE DEPOT #1090	\$60.18	MARY KAY PALANK
03/13/2015	03/16/2015	OFFICE DEPOT #1090	\$104.19	MARY KAY PALANK
03/09/2015	03/11/2015	THE HOME DEPOT 2801	\$14.91	ROBERT PETERSON
03/06/2015	03/09/2015	FACTORY MTR PTS #1	\$284.40	STEVEN PRIEM
03/06/2015	03/09/2015	BAUER BUILT TIRE 18	\$232.85	STEVEN PRIEM
03/09/2015	03/10/2015	FASTENAL COMPANY01	\$98.86	STEVEN PRIEM
03/09/2015	03/10/2015	AN FORD WHITE BEAR LAK	\$416.86	STEVEN PRIEM
03/10/2015	03/11/2015	AUTO PLUS LITTLE CANADA	\$316.13	STEVEN PRIEM
03/10/2015	03/11/2015	SAFELITE AUTOGLASS	\$178.47	STEVEN PRIEM
03/10/2015	03/11/2015	AN FORD WHITE BEAR LAK	\$398.00	STEVEN PRIEM
03/11/2015	03/12/2015	AUTO PLUS LITTLE CANADA	\$112.91	STEVEN PRIEM
03/12/2015	03/16/2015	THE HOME DEPOT 2801	\$15.62	STEVEN PRIEM
03/13/2015	03/16/2015	FACTORY MTR PTS #1	\$86.33	STEVEN PRIEM
03/16/2015	03/17/2015	AUTO PLUS LITTLE CANADA	\$32.34	STEVEN PRIEM
03/16/2015	03/17/2015	AN FORD WHITE BEAR LAK	\$326.63	STEVEN PRIEM
03/16/2015	03/17/2015	AN FORD WHITE BEAR LAK	\$240.01	STEVEN PRIEM
03/17/2015	03/18/2015	NUSS TRUCK & EQUIPMENT	\$20.99	STEVEN PRIEM
03/18/2015	03/19/2015	AUTO PLUS LITTLE CANADA	\$83.09	STEVEN PRIEM
03/12/2015	03/16/2015	THE HOME DEPOT 2801	\$75.09	KELLY PRINS
03/17/2015	03/18/2015	MAINTENANCE ENGINEERING	\$293.74	KELLY PRINS
03/06/2015	03/09/2015	PIONEER PRESS ADVERTISING	\$1,990.00	TERRIE RAMEAUX
03/10/2015	03/12/2015	MINNESOTA OCCUPATIONAL HE	\$689.00	TERRIE RAMEAUX
03/14/2015	03/16/2015	THE MCDOWELL AGENCY	\$155.00	TERRIE RAMEAUX
03/11/2015	03/12/2015	DALCO ENTERPRISES, INC	\$356.73	MICHAEL REILLY
03/12/2015	03/13/2015	HILLYARD INC MINNEAPOLIS	\$851.88	MICHAEL REILLY
03/16/2015	03/17/2015	DALCO ENTERPRISES, INC	\$202.65	MICHAEL REILLY
03/10/2015	03/11/2015	G&K SERVICES AR	\$81.54	LORI RESENDIZ
03/10/2015	03/11/2015	LES MILLS WEST COAST INC	\$270.00	LORI RESENDIZ
03/12/2015	03/16/2015	POWDER BLUE PRODUCTIONS	\$26.70	LORI RESENDIZ
03/09/2015	03/10/2015	FGA*OAKDALE - 11762	\$247.50	AUDRA ROBBINS
03/14/2015	03/16/2015	CTC*CONSTANTCONTACT.COM	\$60.00	AUDRA ROBBINS
03/17/2015	03/19/2015	FUN EXPRESS	\$342.91	AUDRA ROBBINS
03/17/2015	03/19/2015	PARTY LAND	\$247.50	AUDRA ROBBINS
03/06/2015	03/09/2015	MENARDS MAPLEWOOD	\$55.76	ROBERT RUNNING
03/11/2015	03/12/2015	VIKING INDUSTRIAL CENTER	\$220.56	ROBERT RUNNING
03/16/2015	03/18/2015	TRI-STATE BOBCAT	\$570.00	ROBERT RUNNING
03/05/2015	03/09/2015	OFFICE DEPOT #1079	\$58.19	DEB SCHMIDT
03/10/2015	03/12/2015	OFFICE DEPOT #1090	\$27.99	DEB SCHMIDT
03/10/2015	03/12/2015	OFFICE DEPOT #1090	\$79.62	DEB SCHMIDT
03/11/2015	03/12/2015	LILLIE SUBURBAN NEWSPAPER	\$189.00	DEB SCHMIDT
03/16/2015	03/17/2015	AT&T*BILL PAYMENT	\$53.10	DEB SCHMIDT
03/19/2015	03/20/2015	LILLIE SUBURBAN NEWSPAPER	\$300.73	DEB SCHMIDT
03/05/2015	03/09/2015	MINNESOTA CHIEFS OF POLIC	\$320.00	PAUL SCHNELL
03/18/2015	03/19/2015	IN *ENCOMPASS TELEMATICS,	\$598.00	PAUL SCHNELL
03/19/2015	03/20/2015	UNIFORMS UNLIMITED INC.	\$80.98	PAUL SCHNELL
03/14/2015	03/18/2015	CINTAS 60A SAP	\$92.34	SCOTT SCHULTZ
03/14/2015	03/18/2015	CINTAS 60A SAP	\$84.17	SCOTT SCHULTZ
03/17/2015	03/18/2015	REPUBLIC SERVICES TRASH	\$173.25	SCOTT SCHULTZ
03/11/2015	03/12/2015	BAKERS-SQUARE-REST #0670	\$85.92	CAITLIN SHERRILL
03/09/2015	03/10/2015	THOMSON WEST*TCD	\$321.41	MICHAEL SHORTREED
03/18/2015	03/20/2015	DOWNTOWNER CAR WASH	\$43.04	MICHAEL SHORTREED
03/11/2015	03/12/2015	UNIFORMS UNLIMITED INC.	\$193.95	JOSEPH STEINER

G1, Attachments

03/16/2015	03/17/2015	CORPORATE MARK INC.	\$140.50	JOSEPH STEINER
03/08/2015	03/10/2015	SUPERAMERICA 4022	\$69.55	RONALD SVENDSEN
03/18/2015	03/19/2015	UNIFORMS UNLIMITED INC.	\$181.31	BRIAN TAUZELL
03/11/2015	03/12/2015	FASTSIGNS OF MAPLEWOOD	\$804.73	JAMES TAYLOR
03/13/2015	03/16/2015	KEEPRS INC 2	\$343.32	PAUL THIENES
03/13/2015	03/16/2015	PAYPAL *MN-IAFN	\$50.00	TAMMY WYLIE
03/10/2015	03/11/2015	WAL-MART #3498	\$32.05	SUSAN ZWIEG
03/11/2015	03/12/2015	USPS POSTAL ST66100207	\$99.85	SUSAN ZWIEG
03/11/2015	03/12/2015	DALCO ENTERPRISES, INC	\$103.47	SUSAN ZWIEG
03/16/2015	03/18/2015	MINN FIRE SVC CERT BOARD	\$420.00	SUSAN ZWIEG
			\$31,694.18	

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>
	03/27/15	ABRAMS, MARYLEE	430.99
	03/27/15	CARDINAL, ROBERT	430.99
	03/27/15	JUENEMANN, KATHLEEN	430.99
	03/27/15	KOPPEN, MARVIN	430.99
	03/27/15	SLAWIK, NORA	489.68
	03/27/15	COLEMAN, MELINDA	5,425.56
	03/27/15	FUNK, MICHAEL	4,651.80
	03/27/15	KNUTSON, LOIS	2,397.06
	03/27/15	CHRISTENSON, SCOTT	2,017.97
	03/27/15	JAHN, DAVID	2,199.26
	03/27/15	BURLINGAME, SARAH	2,377.65
	03/27/15	RAMEAUX, THERESE	3,192.50
	03/27/15	BAUMAN, GAYLE	4,852.91
	03/27/15	OSWALD, BRENDA	1,905.03
	03/27/15	ANDERSON, CAROLE	941.46
	03/27/15	DEBILZAN, JUDY	2,214.78
	03/27/15	JACKSON, MARY	2,216.99
	03/27/15	RUEB, JOSEPH	2,999.40
	03/27/15	ARNOLD, AJLA	1,831.10
	03/27/15	BEGGS, REGAN	852.40
	03/27/15	HAAG, KAREN	4,542.41
	03/27/15	SCHMIDT, DEBORAH	3,158.62
	03/27/15	SPANGLER, EDNA	1,382.06
	03/27/15	CRAWFORD, LEIGH	1,852.37
	03/27/15	LARSON, MICHELLE	1,981.99
	03/27/15	MECHELKE, SHERRIE	1,189.20
	03/27/15	MOY, PAMELA	1,585.58
	03/27/15	OSTER, ANDREA	1,988.64
	03/27/15	RICHTER, CHARLENE	1,291.34
	03/27/15	VITT, SANDRA	1,030.78
	03/27/15	WEAVER, KRISTINE	2,457.17
	03/27/15	CORCORAN, THERESA	1,984.19
	03/27/15	KVAM, DAVID	4,390.71
	03/27/15	PALANK, MARY	1,988.62
	03/27/15	SCHNELL, PAUL	5,033.64
	03/27/15	SHORTREED, MICHAEL	4,266.70
	03/27/15	THOMFORDE, FAITH	1,717.97
	03/27/15	WYLIE, TAMMY	1,658.77
	03/27/15	ZAPPA, ANDREW	2,025.12
	03/27/15	ABEL, CLINT	3,290.61
	03/27/15	ALDRIDGE, MARK	3,671.69
	03/27/15	BAKKE, LONN	3,318.30
	03/27/15	BARTZ, PAUL	3,287.93

03/27/15	BELDE, STANLEY	3,381.06
03/27/15	BENJAMIN, MARKESE	3,402.90
03/27/15	BIERDEMAN, BRIAN	4,706.79
03/27/15	BUSACK, DANIEL	5,339.31
03/27/15	CARNES, JOHN	2,914.85
03/27/15	CROTTY, KERRY	3,908.01
03/27/15	DEMULLING, JOSEPH	3,335.28
03/27/15	DUGAS, MICHAEL	5,657.05
03/27/15	ERICKSON, VIRGINIA	3,315.98
03/27/15	FISHER, CASSANDRA	1,568.90
03/27/15	FORSYTHE, MARCUS	3,158.82
03/27/15	FRITZE, DEREK	3,109.27
03/27/15	GABRIEL, ANTHONY	3,833.47
03/27/15	HAWKINSON JR, TIMOTHY	4,135.50
03/27/15	HER, PHENG	3,267.30
03/27/15	HIEBERT, STEVEN	3,120.51
03/27/15	HOEMKE, MICHAEL	2,731.00
03/27/15	HOFMEISTER, TIMOTHY	496.00
03/27/15	JASKOWIAK, AMANDA	360.00
03/27/15	JOHNSON, KEVIN	5,979.71
03/27/15	KONG, TOMMY	3,107.01
03/27/15	KREKELER, NICHOLAS	961.79
03/27/15	KROLL, BRETT	3,361.49
03/27/15	LANGNER, SCOTT	3,003.03
03/27/15	LANGNER, TODD	3,658.54
03/27/15	LYNCH, KATHERINE	3,109.27
03/27/15	MARINO, JASON	3,516.81
03/27/15	MCCARTY, GLEN	3,231.82
03/27/15	METRY, ALESIA	3,231.82
03/27/15	MICHELETTI, BRIAN	2,280.97
03/27/15	MULVIHILL, MARIA	2,280.97
03/27/15	NYE, MICHAEL	4,474.66
03/27/15	OLDING, PARKER	2,280.97
03/27/15	OLSON, JULIE	3,064.41
03/27/15	PARKER, JAMES	2,941.86
03/27/15	REZNY, BRADLEY	4,084.90
03/27/15	SCHOEN, ZACHARY	2,280.97
03/27/15	SLATER, BENJAMIN	2,845.95
03/27/15	STEINER, JOSEPH	3,003.03
03/27/15	SYPNIEWSKI, WILLIAM	3,280.01
03/27/15	TAUZELL, BRIAN	3,538.50
03/27/15	THEISEN, PAUL	3,170.45
03/27/15	THIENES, PAUL	5,358.00
03/27/15	VANG, PAM	2,001.94
03/27/15	WENZEL, JAY	3,290.61
03/27/15	XIONG, KAO	3,120.96
03/27/15	ANDERSON, BRIAN	510.72
03/27/15	BAHL, DAVID	338.34
03/27/15	BASSETT, BRENT	416.16
03/27/15	BAUMAN, ANDREW	2,774.09
03/27/15	CAPISTRANT, JACOB	353.08
03/27/15	CAPISTRANT, JOHN	562.70
03/27/15	COREY, ROBERT	567.47
03/27/15	CRAWFORD - JR, RAYMOND	4,289.48

03/27/15	CRUMMY, CHARLES	397.23
03/27/15	DABRUZZI, THOMAS	2,492.60
03/27/15	DAWSON, RICHARD	5,507.62
03/27/15	EVERSON, PAUL	3,168.38
03/27/15	HAGEN, MICHAEL	643.13
03/27/15	HALE, JOSEPH	452.35
03/27/15	HALWEG, JODI	3,082.09
03/27/15	HAWTHORNE, ROCHELLE	3,811.63
03/27/15	HUTCHINSON, JAMES	709.77
03/27/15	IMM, TRACY	315.26
03/27/15	JANSEN, CHAD	113.50
03/27/15	JUREK, GREGORY	261.66
03/27/15	KANE, ROBERT	764.93
03/27/15	KARRAS, JAMIE	583.24
03/27/15	KERSKA, JOSEPH	643.11
03/27/15	KONDER, RONALD	293.20
03/27/15	KUBAT, ERIC	3,248.57
03/27/15	LINDER, TIMOTHY	4,680.65
03/27/15	LOCHEN, MICHAEL	869.96
03/27/15	MERKATORIS, BRETT	431.90
03/27/15	MILLER, LADD	632.55
03/27/15	MILLER, NICHOLAS	299.50
03/27/15	MONDOR, MICHAEL	3,731.87
03/27/15	MONSON, PETER	293.20
03/27/15	MORGAN, JEFFERY	327.84
03/27/15	NEILY, STEVEN	778.69
03/27/15	NIELSEN, KENNETH	742.87
03/27/15	NOVAK, JEROME	3,070.53
03/27/15	NOWICKI, PAUL	337.32
03/27/15	OLSON, JAMES	4,103.99
03/27/15	OPHEIM, JOHN	393.50
03/27/15	PACHECO, ALPHONSE	696.72
03/27/15	PETERSON, MARK	632.54
03/27/15	PETERSON, ROBERT	3,458.30
03/27/15	POWERS, KENNETH	605.32
03/27/15	RAINEY, JAMES	991.52
03/27/15	RANGEL, DERRICK	453.97
03/27/15	RANK, PAUL	1,026.20
03/27/15	RICE, CHRISTOPHER	907.94
03/27/15	RODDY, BRETT	504.42
03/27/15	RODRIGUEZ, ROBERTO	302.64
03/27/15	SEDLACEK, JEFFREY	3,221.44
03/27/15	STREFF, MICHAEL	2,933.45
03/27/15	SVENDSEN, RONALD	3,482.98
03/27/15	TROXEL, REID	819.66
03/27/15	GERVAIS-JR, CLARENCE	4,157.26
03/27/15	LUKIN, STEVEN	4,815.66
03/27/15	ZWIEG, SUSAN	1,186.96
03/27/15	CORTESI, LUANNE	1,981.98
03/27/15	SINDT, ANDREA	2,603.40
03/27/15	BRINK, TROY	2,457.17
03/27/15	BUCKLEY, BRENT	2,253.77
03/27/15	DEBILZAN, THOMAS	2,240.99
03/27/15	EDGE, DOUGLAS	2,266.60

03/27/15	JONES, DONALD	2,288.99
03/27/15	MEISSNER, BRENT	2,195.57
03/27/15	NAGEL, BRYAN	3,702.80
03/27/15	OSWALD, ERICK	2,628.22
03/27/15	RUIZ, RICARDO	1,849.17
03/27/15	RUNNING, ROBERT	2,621.09
03/27/15	TEVLIN, TODD	2,238.77
03/27/15	BURLINGAME, NATHAN	2,415.20
03/27/15	DUCHARME, JOHN	2,859.02
03/27/15	ENGSTROM, ANDREW	2,852.37
03/27/15	JAROSCH, JONATHAN	3,132.37
03/27/15	LINDBLOM, RANDAL	2,859.02
03/27/15	LOVE, STEVEN	3,852.46
03/27/15	THOMPSON, MICHAEL	4,783.38
03/27/15	ZIEMAN, SCOTT	280.00
03/27/15	JANASZAK, MEGHAN	1,933.65
03/27/15	KONEWKO, DUWAYNE	4,603.18
03/27/15	HAMRE, MILES	1,816.00
03/27/15	HAYS, TAMARA	1,849.17
03/27/15	HINNENKAMP, GARY	2,461.60
03/27/15	NAUGHTON, JOHN	2,239.85
03/27/15	NORDQUIST, RICHARD	2,243.20
03/27/15	ORE, JORDAN	1,849.18
03/27/15	BIESANZ, OAKLEY	1,762.97
03/27/15	DEAVER, CHARLES	540.00
03/27/15	GERNES, CAROLE	358.76
03/27/15	HAYMAN, JANET	1,182.22
03/27/15	HUTCHINSON, ANN	2,762.97
03/27/15	SOUTTER, CHRISTINE	625.64
03/27/15	WACHAL, KAREN	1,004.21
03/27/15	GAYNOR, VIRGINIA	3,383.30
03/27/15	KROLL, LISA	2,202.82
03/27/15	YOUNG, TAMELA	1,724.85
03/27/15	FINWALL, SHANN	3,369.17
03/27/15	MARTIN, MICHAEL	2,937.17
03/27/15	BRASH, JASON	2,773.98
03/27/15	CARVER, NICHOLAS	3,888.72
03/27/15	SWAN, DAVID	2,882.77
03/27/15	SWANSON, CHRIS	1,860.69
03/27/15	WEIDNER, JAMES	1,600.00
03/27/15	WELLENS, MOLLY	1,799.57
03/27/15	ABRAHAMSON, AMANDA	66.75
03/27/15	BJORK, BRANDON	132.00
03/27/15	BRENEMAN, NEIL	2,483.78
03/27/15	CLINE, ABBY	336.00
03/27/15	DIAZ, JACQUEZ	36.00
03/27/15	DIEZ, ANTONIO	32.00
03/27/15	FORTIER, JESSICA	79.63
03/27/15	KONG, KATELYNE	86.63
03/27/15	KUSTERMAN, KEVIN	66.75
03/27/15	LARSON, TRISTA	56.00
03/27/15	MOUA, CHEE	101.25
03/27/15	PIEPER, THEODORE	54.00
03/27/15	ROBBINS, AUDRA	3,473.33

03/27/15	ROBBINS, CAMDEN	471.50
03/27/15	RUSS, KAYLA	419.63
03/27/15	SCHOUVIELLER, ABIGAIL	24.00
03/27/15	TAYLOR, JAMES	3,307.30
03/27/15	THIELMAN, RICHARD	48.75
03/27/15	VUKICH, CANDACE	427.63
03/27/15	ADAMS, DAVID	2,100.00
03/27/15	HAAG, MARK	2,566.45
03/27/15	SCHULTZ, SCOTT	3,626.97
03/27/15	WILBER, JEFFREY	1,763.57
03/27/15	EVANS, CHRISTINE	2,009.66
03/27/15	HOFMEISTER, MARY	1,053.16
03/27/15	KELLEY, CAITLIN	1,426.61
03/27/15	KULHANEK-DIONNE, ANN	656.26
03/27/15	MILLER, KAREN	215.00
03/27/15	PELOQUIN, PENNYE	349.70
03/27/15	RUZICHKA, JANICE	327.50
03/27/15	SKRYPEK, JOSHUA	674.25
03/27/15	SMITH, CORTNEY	258.88
03/27/15	ST SAUVER, CRAIG	256.50
03/27/15	WISTL, MOLLY	459.14
03/27/15	ANDERSON, JOSHUA	784.00
03/27/15	BAETZOLD, CLAIRE	68.40
03/27/15	BAUDE, JANE	90.20
03/27/15	BAUDE, SARAH	14.06
03/27/15	BEAR, AMANDA	73.50
03/27/15	BERGLUND, ERIK	69.70
03/27/15	BESTER, MICHAEL	104.64
03/27/15	BUCKLEY, BRITTANY	608.82
03/27/15	BUTLER, ANGELA	63.88
03/27/15	CLARK, PAMELA	74.25
03/27/15	CRANDALL, ALYSSA	48.69
03/27/15	CRANDALL, KRISTA	158.54
03/27/15	DEMPSEY, BETH	140.26
03/27/15	DRECHSEL, HEIDI	15.23
03/27/15	EKSTRAND, DANIEL	122.00
03/27/15	EKSTRAND, TAMERA	185.50
03/27/15	EPLAND, PETER	160.00
03/27/15	ERICKSON-CLARK, CAROL	18.75
03/27/15	ERICSON, WESTIN	20.00
03/27/15	FARRELL, DANIEL	118.57
03/27/15	FONTAINE, KIM	850.50
03/27/15	FREDRICKS, MARTHA	36.00
03/27/15	GRAY, SOPHIE	60.91
03/27/15	GRUENHAGEN, LINDA	352.70
03/27/15	GUSTAFSON, BRENDA	115.00
03/27/15	HAASCH, ANGELA	118.75
03/27/15	HAGSTROM, EMILY	83.75
03/27/15	HANSEN, HANNAH	103.06
03/27/15	HOLMBERG, LADONNA	174.25
03/27/15	HORWATH, RONALD	3,149.54
03/27/15	IACARELLA-FUDALI, BARBARA	127.50
03/27/15	JOHNSON, BARBARA	477.90
03/27/15	JOHNSON, MICHELLE	51.06

03/27/15	KEMP, MAYA	54.69
03/27/15	KOHLER, ROCHELLE	28.12
03/27/15	KOLLER, NINA	106.00
03/27/15	LAMEYER, BRENT	75.60
03/27/15	LAMSON, ELIANA	27.38
03/27/15	LORENTZEN, CHRISTINE	84.25
03/27/15	MASON, AMY	72.90
03/27/15	MCCOMAS, LEAH	315.00
03/27/15	MCCORMACK, HANNAH	20.13
03/27/15	MCKILLOP, AMANDA	141.39
03/27/15	MILLER, MELISSA	190.50
03/27/15	MUSKAT, JULIE	161.46
03/27/15	NITZ, CARA	555.06
03/27/15	OHS, CYNTHIA	186.00
03/27/15	PROESCH, ANDY	465.50
03/27/15	RANEY, COURTNEY	828.27
03/27/15	REHLING-ANDERSON, LORIE	258.00
03/27/15	RENSTROM, KEVIN	201.75
03/27/15	RESENDIZ, LORI	2,597.77
03/27/15	RICHTER, DANIEL	114.90
03/27/15	ROETTGER, MOLLY	24.00
03/27/15	ROLLERSON, TERRANCE	60.76
03/27/15	ROMERO, JENNIFER	47.00
03/27/15	ROSAND, WALKER	40.00
03/27/15	SCHERER, KATHLENE	126.26
03/27/15	SCHMIDT, VICTORIA	92.00
03/27/15	SCHREIER, ROSEMARIE	247.90
03/27/15	SMITH, ANN	124.80
03/27/15	SMITH, JEROME	203.75
03/27/15	SMITLEY, SHARON	228.81
03/27/15	SYME, ABBEY	220.22
03/27/15	SYME, LAUREN	147.20
03/27/15	TREPANIER, TODD	261.58
03/27/15	TRUONG, CHAU	136.00
03/27/15	TUPY, MARCUS	96.00
03/27/15	WAGNER, JODY	270.00
03/27/15	WALLNER, KRISTIN	63.00
03/27/15	WHITE, DANICA	184.05
03/27/15	YANG, JUDY	110.00
03/27/15	BILJAN, MERANDA	25.50
03/27/15	BOSLEY, CAROL	139.50
03/27/15	BUTLER-MILLER, JADE	76.50
03/27/15	FRANZMEIER, EILEEN	233.75
03/27/15	LANGER, CHELSEA	54.00
03/27/15	LANGER, KAYLYN	142.51
03/27/15	AUSTIN, CATHERINE	96.00
03/27/15	BOWMAN, CHRIS	160.00
03/27/15	CRAWFORD, SHAWN	500.00
03/27/15	DOUGLASS, TOM	2,339.87
03/27/15	HEINTZ, JOSHUA	80.00
03/27/15	KRECH, ELAINE	658.38
03/27/15	LOONEY, RAYJEANIA	192.00
03/27/15	MAIDMENT, COLIN	669.00
03/27/15	MALONEY, SHAUNA	141.00

	03/27/15	NESVACIL, BRENNAN	144.00
	03/27/15	PRINS, KELLY	1,932.61
	03/27/15	REILLY, MICHAEL	2,020.19
	03/27/15	STEFFEN, MICHAEL	102.00
	03/27/15	PRIEM, STEVEN	2,560.94
	03/27/15	WOEHRLE, MATTHEW	2,499.55
	03/27/15	XIONG, BOON	1,626.14
	03/27/15	BERGO, CHAD	2,824.09
	03/27/15	FOWLDS, MYCHAL	3,989.58
	03/27/15	FRANZEN, NICHOLAS	2,988.47
	03/27/15	KREGER, JASON	2,575.34
9994491	03/27/15	MARTIN, JERROLD	421.57
9994492	03/27/15	BONKO, NICHOLAS	112.00
9994493	03/27/15	TARR-JR, GUS	60.00
9994494	03/27/15	KRECH, TRAVIS	280.50
9994495	03/27/15	BOOK, PETER	81.00
9994496	03/27/15	EKSTRAND, RYAN	84.57
9994497	03/27/15	FLEMING, KENNETH	70.00
9994498	03/27/15	MADSEN, JEFFREY	37.50
9994499	03/27/15	O'BRIEN, ELIZABETH	81.23
			524,049.79

MEMORANDUM

TO: Melinda Coleman, City Manager

FROM: Mychal Fowlds, IT Director

DATE: April 6, 2015

SUBJECT: Approval of Resolution for Final Payment and Acceptance of Project, Police Department Expansion Project – Phase 3

Introduction

The contractor, Jorgenson Construction, has completed the project improvements for the Police Department Expansion Project – Phase 3. The council will consider approving the attached resolution approving final payment to the contractor and for acceptance of the project.

Background

On October 22, 2013 the council awarded Jorgenson Construction, Inc. a construction contract for the build out of new locker rooms, a garage addition and modification of existing areas at 1830 County Road B East in the amount of \$2,185,000. The following change orders were approved by the city council:

Change Order #1:	\$39,290.00	Approved	3/10/2014
Change Order #2:	\$17,741.00	Approved	6/09/2014
Change Order #3:	\$(11,481.00)	Approved	5/12/2014
Change Order #4:	\$63,296.00	Approved	6/22/2014
Change Order #5:	\$0.00	Approved	7/28/2014
Change Order #6:	\$24,377.00	Approved	8/25/2014
<u>Change Order #7:</u>	<u>\$(184.00)</u>	<u>Approved</u>	<u>10/28/2014</u>
Total:	\$133,039.00		

The revised construction contract total as approved is \$2,318,039. Jorgenson Construction, Inc. provided the Consent of Surety to Final Payment, Contractor's Withholding Affidavits (IC 134s), and Affidavits of Release of Liens.

Budget Impact

The current expenses incurred to date fall within the allocated budget.

Recommendation

It is recommended that the city council approve the attached resolution approving the final payment and acceptance of project, Police Department Expansion Project – Phase 3.

Attachments

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

2. Final Payment Application

RESOLUTION
APPROVING FINAL PAYMENT AND ACCEPTANCE OF PROJECT
POLICE DEPARTMENT EXPANSION PROJECT – PHASE 3

WHEREAS, the City Council of Maplewood, Minnesota has heretofore ordered Police Department Expansion Project – Phase 3, and has let a construction contract pursuant to Minnesota Statutes, Chapter 475.521, and

WHEREAS, the IT Director for the City of Maplewood has determined that the Police Department Expansion Project – Phase 3, is complete and recommends acceptance of the project.

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

1. Police Department Expansion Project – Phase 3 is complete and the final construction cost is \$2,318,039. Final payment to Jorgenson Construction, Inc., and the release of any retainage or escrow is hereby authorized.

Approved this 13th day of April 2015.

APPLICATION AND CERTIFICATE FOR PAYMENT (AIA DOCUMENT G702)

CUST: CITY OF MAPLEWOOD
1830 COUNTY ROAD B
MAPLEWOOD, MN 55109

JOB: MAPLEWOOD POLICE DEPT.
1830 COUNTY ROAD B EAST
MAPLEWOOD, MN 55109

APPLICATION NO: 9
PERIOD ENDING: 02/03/15

Page: 1

FROM: JORGENSEN CONSTRUCTION INC.
9255 EAST RIVER ROAD NW
COON RAPIDS, MN 55433-5722

ARCHITECT: SHORT ELLIOTT HENDRICKSON, INC
3535 VADNAIS CENTER DRIVE
ST. PAUL MN 55110-5196

CONTRACT NO:
CONTRACT DATE: 11/07/13

JOB DESCRIPTION: EXPANSION PROJECT PHASE #3

CHANGE ORDERS			
	ADDITIONS	DEDUCTIONS	
PREVIOUS TOTAL	144,704.00	11,665.00	ORIGINAL CONTRACT AMOUNT..... \$ 2,185,000.00
-----CURRENT-----			TOTAL CHANGE ORDER AMOUNT..... \$ 133,039.00
Number	Date		TOTAL CONTRACT INCLUDING CHANGE ORDERS..... \$ 2,318,039.00
			AMOUNT COMPLETED & STORED TO DATE..... \$ 2,318,039.00
			RETAINAGE - .00% OF WORK COMPLETED..... \$.00
			.00% OF STORED MATERIAL
			COMPLETED TO DATE LESS RETAINAGE..... \$ 2,318,039.00
			PREVIOUS AMOUNT BILLED..... \$ 2,260,087.96
			CURRENT AMOUNT DUE..... \$ 57,951.04
			BALANCE TO FINISH, INCLUDING RETAINAGE..... \$.00
TOTALS TO DATE	144,704.00	11,665.00	
NET AMOUNT		133,039.00	

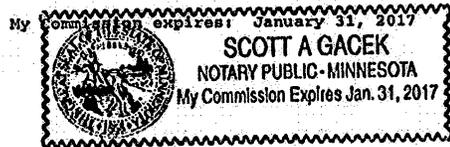
The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by the Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: JORGENSEN CONSTRUCTION INC.

BY: Dwayne Kanne DATE: 02/03/15

State of: Minnesota County of: Anoka
Subscribed and sworn to before me this 3rd day
of February, 2015.

Notary Public: Scott A Gacek



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED..... \$ 57,951.04
(Attach explanation if amount certified differs from the amount applied for)

ARCHITECT: Scott A. Bluff
BY: Scott A. Bluff DATE: 2/11/15

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

OWNER: _____ DATE: _____

MEMORANDUM

TO: Melinda Coleman, City Manager
FROM: Mychal Fowlids, IT Director
DATE: April 6, 2015
SUBJECT: Approval to Purchase Additional Security System Hardware

Introduction

The City of Maplewood utilizes a card access system for building security. The current system is over 10 years old and is no longer supported. The migration to our new S2 system began during the various building construction projects over the past 2 years. Council previously approved the migration for all City buildings to S2. This item is an addition to that project.

Background

As stated above, the City utilizes a card access system for building security. We utilize our card access system to secure not only our exterior doors but also many internal areas. Our current system, which has been in place for over 10 years has started to fail over the past 2-3 years. The equipment and readers are proprietary so there are little options for us when the equipment fails and replacements are costly. Staff has budgeted for replacement of the current system, replacing it with a similar system in function but one that uses an open standard for hardware which will allow for flexibility in years to come.

All of City Hall, the Police Department, all Fire Stations, MCC and 1902 have now been setup on the new system. This item includes adding an additional door at Fire Station 2 and adding 3 panic buttons at 1902.

Budget Impact

The purchase of the proposed security system additions in an amount not to exceed \$5,000 has been planned for and will be funded from the IT Fund.

Recommendation

Staff recommends that the Council give approval to enter into an agreement with ElectroWatchman to complete the requested additions.

Attachments

1. Electrowatchman quotes



Prepared For:

City of Maplewood Public Works
1902 E County Road B
Maplewood, MN 55109

Mychal Fowlds
651-249-2923
mychal.fowlds@ci.maplewood.mn.us

Prepared By:

Shannon Dawson
Senior Account Representative
651-310-1265
Shannon@electrowatchman.com

Project Scope:

ADD PANIC BUTTONS TO PUBLIC WORKS AND PARKS AREA. CONNECT TO VOICE MODULE, S2 AND AES FOR REPORTING. INSTALL THREE SPEAKERS FOR AUDIBLE DISPATCH - ONE IN PARKS, ONE IN COMMON HALLWAY, ONE IN PW ADMIN AREA.

Qty	Description	Unit Price	Ext. Price
3	HONEYWELL PANIC BUTTON	\$21.70	\$65.10
3	ELK SPEAKERS	\$27.90	\$83.70
1	EVOXCON 8 CHANNEL VOICE MODULE	\$120.90	\$120.90
1	ALTRONIX 4AMP POWER SUPPLY	\$219.98	\$219.98
1	12VOLT BATTERY	\$24.80	\$24.80
6	WIRE	\$46.50	\$279.00
12	LABOR	\$100.00	\$1,200.00

Grand Total	\$1,993.48
Deposit Required	\$0.00

*Pricing does not include any applicable sales tax or permit fees.
Customer to supply any required 110 volt power and/or network infrastructure.
EWI requires a 50% down payment.*



Prepared For:

Maplewood Fire Station
Maplewood, MN

Mychal Fowlds

mychal.fowlds@ci.maplewood.mn.us

Prepared By:

Shannon Dawson
Senior Account Representative
651-310-1265
Shannon@electrowatchman.com

Project Scope:

INSTALL CARD ACCESS ON MICHAEL MONDOR'S DOOR, RUN WIRES TO CONTROLLER, PROGRAM, TEST.

Qty	Description	Unit Price	Ext. Price
1	APTIQ READER	\$209.25	\$209.25
1	SDC ELECTRIFIED LOCKSET	\$372.00	\$372.00
1	SDC POWER TRANSFER HINGE	\$159.65	\$159.65
1	WIRE	\$124.00	\$124.00
1	ALTRONIX POWER SUPPLY	\$133.30	\$133.30
11	LABOR	\$100.00	\$1,100.00

Grand Total	\$2,098.20
Deposit Required	\$1,049.10

*Pricing does not include any applicable sales tax or permit fees.
Customer to supply any required 110 volt power and/or network infrastructure.
EWI requires a 50% down payment.*

MEMORANDUM

TO: Melinda Coleman, City Manager
FROM: Mychal Fowlds, IT Director
DATE: April 6, 2015
SUBJECT: Approval to Purchase Council Chambers Camera System

Introduction

We utilize a camera system to broadcast City meetings from the Council Chambers. The existing system is roughly 9 years old and needs replacing.

Background

As stated above, the existing camera system was installed in 2006. While it has worked well over the years we are now seeing consistent issues with the equipment not functioning as expected. Cameras flickering off and on and freezing from time to time make capturing our public meetings a challenge. Replacing the equipment with the proposed Sony cameras will ensure that we have a reliable camera system for broadcasting those public meetings. This specific camera also has the benefit of including the capability to broadcast in HD when we take that leap effectively future proofing this purchase.

The camera replacement is the first step in making technology improvements in the Council Chambers. Microphone replacements will occur in April but is a lower ticket item and will not need Council approval. From there we'll take on adding additional A/V capabilities for presenters and improving on the viewing options for visitors.

Budget Impact

The item listed above has been pre-approved by the Ramsey/Washington Suburban Cable Commission for reimbursement according to their Equipment Replacement Plan. The purchase, not to exceed \$45,000, will be made from the IT Fund and then be submitted to the RWSCC for reimbursement.

Recommendation

It is recommended that approval be given to purchase the new Council Chambers camera system.

Attachments

1. Requisition



REQUISITION CITY OF MAPLEWOOD, MINNESOTA

(This is NOT a Purchase Order)

G4 Attachment 1
Names of Bidders

Quantity	Description	Tierney Bros.		Alpha Video	
		Unit Price	Amount	Unit Price	Amount
1	4 Sony BRC-H900 cameras & controller	48,877.60	48,877.60	40,085.00	40,085.00
Freight					
Subtotal			\$ 48,877.60		\$ 40,085.00
Sales Tax @ .06875			\$		\$
Total			\$ 48,877.60		\$ 40,085.00

Is purchase subject to sales tax? **No**

If low bidder is not recommended or only a single bid has been obtained, include a full explanation of reasons.

Deliver to

Name and address of recommended bidder

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

Alpha Video
7711 Computer Avenue
Edina, MN 55435

Check one

Mail Purchase Order? Yes No

Fax Purchase Order? Yes No

Fax # _____

(If needed)

Purchase Order No. _____

(Assigned by Finance Dept.)

Requested by:

Signed _____ Date _____

City Mgr. or his/her designee Approval:

Signed _____ Date _____

Approved by City Council:

Date _____

Finance Department Approval:

Signed _____ Date _____

FUND	PROGRAM	ACTIVITY	ACCOUNT	AMOUNT
703	118	000	4165	40,085.00
TOTAL				40,085.00

FOR ACCOUNTING USE ONLY: VENDOR NUMBER



Alpha Video and Audio Inc.

7711 Computer Ave, Edina MN 55435

Phone: 952-896-9898 - Fax 952-896-9899 - Visit us at www.alphavideo.com

Quotation

Date	Quote #	Cust #
03/16/15	AAAQ31139	MAP004

We are an equal opportunity employer

Prepared For:	Sales Representative:
Mychal Fowlds City of Maplewood 1830 East County Road B Maplewood, MN 55109 USA Phone: (651)249-2923 Fax: Terms: NET 30 Ship via: Best Way	Mike Pouh Sales Executive 952-841-3365 mike.pouh@alphavideo.com

ID #	Item	Description	Qty	Unit Price	Ext. Price
1	BRCH900	Sony HD 1/2 type 3CMOSs P/T/Z Color Video Camera	4	\$8,215.00	\$32,860.00
2	BRBKIP10	Sony BRC Camera IP Control Interface Card for BRC-H900	4	\$1,390.00	\$5,560.00
3	RMIP10	Sony IP Remote Controller for the BRC-H900, BRC-Z700	1	\$1,665.00	\$1,665.00
SubTotal					\$40,085.00
4	BRCZ700	Sony HD 1/4 3CMOSs P/T/Z Color Video Camera	4	\$5,665.00	\$22,660.00
5	BRBKIP7Z	Sony BRC Camera IP Control Interface Card for the BRC-Z700 Camera.	4	\$1,565.00	\$6,260.00
6	RMIP10	Sony IP Remote Controller for the BRC-H900, BRC-Z700	1	\$1,665.00	\$1,665.00
SubTotal					\$30,585.00

Shipping charges are not included and will be billed at actual cost.
 Sales tax is not included and will be billed at actual.
 A 3% convenience will be added for credit card payments.

Sub Total	\$70,670.00
Sales Tax	\$0.00
Shipping	\$0.00
Total	\$70,670.00

Accepted by: _____ Date: _____ PO: _____

All information contained within this quote is valid for the next 30 days. Thereafter, all prices and applicable charges are subject to change.
 MINIMUM 15% RESTOCKING FEE WITH ORIGINAL PACKAGING.



Quote

Illinois | Indiana | Iowa | Michigan | Minnesota | Ohio | Wisconsin
 Remit To: 3300 University Avenue SE, Minneapolis, MN 55414-3326
 (612) 331-5500 | (800) 933-7337 | Fax (612) 331-3424
 www.tierneybrothers.com

Quote #	Date
48744	4/6/2015

Bill To

Mychal Fowlds
 City of Maplewood
 1830 County Rd B East
 Maplewood MN 55109

Ship To

Mychal Fowlds
 City of Maplewood
 1830 County Rd B East
 Maplewood MN 55109

___ Initial if correct or revise accordingly

___ Initial if correct or revise accordingly

Expires	Sales Rep	Contract	Memo
7/5/2015	209 Heidi Harvey	MNS 21594	C - BRH900U Camera Option (SC)

Qty	Item	Description	Price	Ext. Price
4	Integration Item	Sony BRC-H900 Camera Option 999-6897-000 Wallview CCU H900 PTZ Camera w/ CCU * This quotation is for product and services included on the Minnesota State Contract only. * Additional components not available on Contract may be needed for the system to function as designed. * Installation and non contract items provided on separate quotation. The services on this page must be purchased in conjunction with the Integration services on the Contract Release portion of this proposal. * Cabling is a combination of pre-terminated product and bulk cable requiring termination with a specific compression tool. * Manufacturer's warranties only apply to product purchased on State Contract portion of this proposal. * Tierney Brothers, Inc. will assist in any vendor communications to obtain replacements or return product as specified in the Contract.	12,219.40	48,877.60

To accept this quotation, complete the proposal summary page at the end of this document. Please review the terms, conditions and client responsibilities of this proposal in full.

The information contained within this proposal is supplied to you on a confidential basis and is not for disclosure to any organization without written consent of Tierney Brothers, Inc.

Subtotal	48,877.60
Shipping Cost (UPS Ground)	0.00
Tax (MN_EGEE 7.125%)	3,482.53
Total	\$52,360.13

MEMORANDUM

TO: Melinda Coleman, City Manager
FROM: Michael Martin, AICP, Planner
DATE: April 8, 2015
SUBJECT: Approval of a Conditional Use Permit Review, T-Mobile Cellular Telephone Tower and Greenhouse at Harmony Learning Center, 1961 County Road C East

Introduction

The conditional use permit (CUP) for the telecommunications monopole at 1961 County Road C East is due for review. The CUP is to operate a monopole on the site with ground equipment. (See the maps and the city council minutes attached to this report.) Also up for review is the greenhouse that was approved by a CUP for this site in 2013.

Background

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

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

On July 8, 2013, the city council approved a CUP amendment to allow a greenhouse on this site.

On December 13, 2010, November 28, 2011, December 10, 2012, April 29, 2013 and April 14, 2014, the city council reviewed the CUP and agreed to review it again in the future.

Discussion

During the summers of 2011 and 2012, staff had inspected the site and routinely found the required vegetation either dead or not healthy. The applicant was quick to respond and replace dead vegetation and repair the screening fence as required. There have been no issues identified over the last year with either the existing cell tower or the greenhouse on site. Staff recommends reviewing the permit for the cell tower and greenhouse again only if a problem arises or a major change is proposed.

Budget Impact

None.

Recommendation

Review the conditional use permit for the monopole and greenhouse at 1961 County Road C East again only if a problem arises or a major change is proposed.

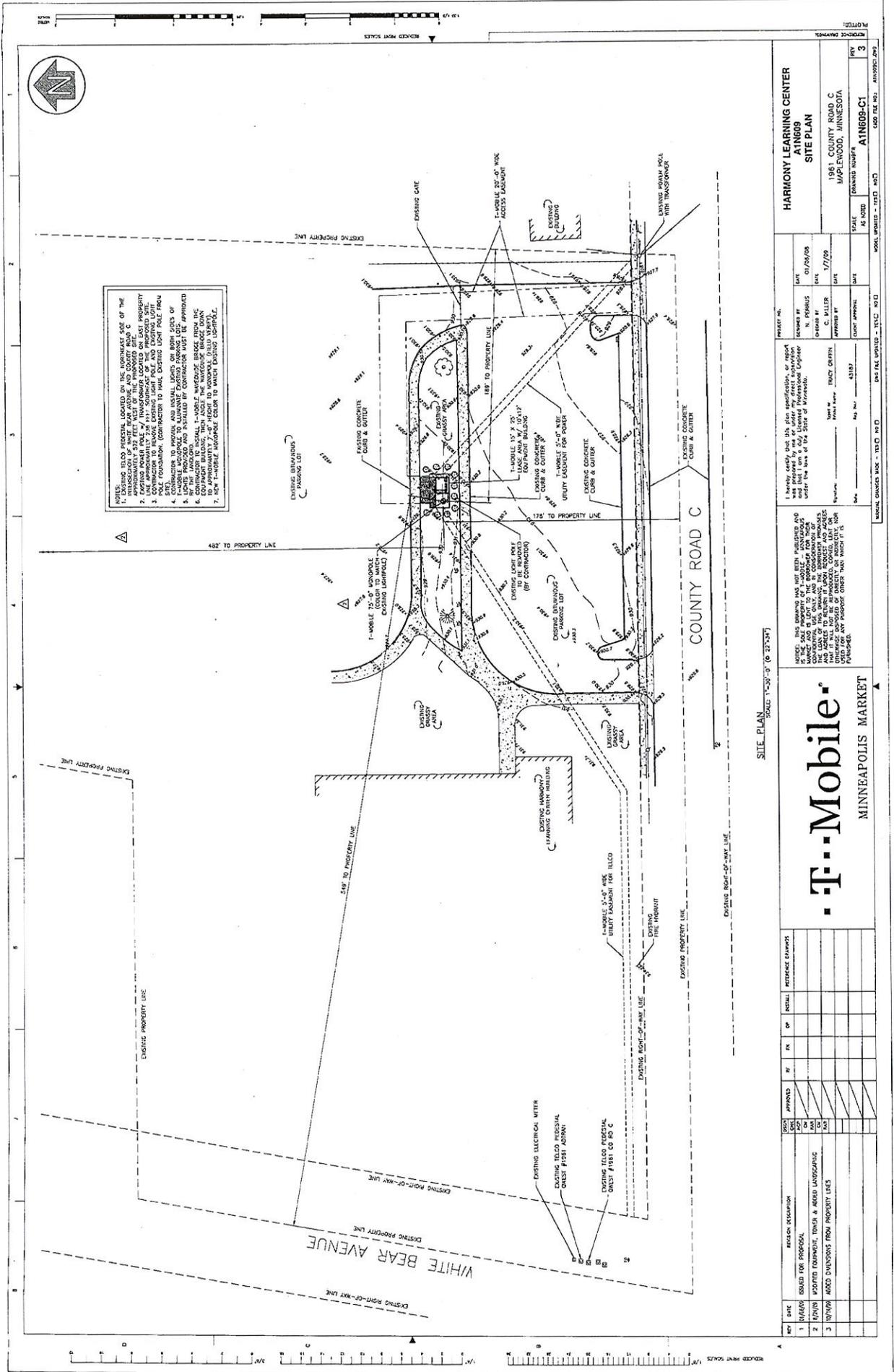
Attachments

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

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



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



- NOTES:**
1. ALL MOBILE UNITS LOCATED ON THE WESTERN SIDE OF THE PARCEL SHALL BE MOVED TO THE EASTERN SIDE OF THE PARCEL.
 2. EXISTING CONCRETE CURB & GUTTER SHALL BE MAINTAINED AND REPAIRED AS NECESSARY.
 3. EXISTING CONCRETE CURB & GUTTER SHALL BE MAINTAINED AND REPAIRED AS NECESSARY.
 4. CONTRACTOR TO IMPROVE AND INSTALL LIGHTS ON BOTH SIDES OF THE PARCEL.
 5. CONTRACTOR TO INSTALL 15'-0" WIDE CONCRETE CURB TO MATCH EXISTING CURB & GUTTER.
 6. CONTRACTOR TO INSTALL 15'-0" WIDE UTILITY EASEMENT FROM THE EXISTING UTILITY EASEMENT TO THE EASTERN PROPERTY LINE.
 7. NEW 15'-0" WIDE UTILITY EASEMENT TO MATCH EXISTING UTILITY EASEMENT.

SITE PLAN
SCALE: 1"=30'-0" @ 27.5347'

HARMONY LEARNING CENTER	
ATINGOS	
SITE PLAN	
PROJECT NO.	ATINGOS-C1
DATE	07/24/09
DESIGNED BY	N. PERHUIS
CHECKED BY	C. MILLER
DATE	1/7/09
PROJECT NAME	TRACY CENTER
ADDRESS	1961 COUNTY ROAD C MAPLEWOOD, MINNESOTA
SCALE	AS SHOWN
DATE	07/24/09
REV	3

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

DATE: 07/24/09
 PROJECT NO.: ATINGOS-C1
 DRAWING NUMBER: ATINGOS-C1

MINN. CHARTERED MAP - 1932-D NO. 10
 MAPLEWOOD, MINN. - 1932-D NO. 10

NOTED: THIS DRAWING HAS NOT BEEN PUBLISHED AND IS NOT TO BE USED FOR ANY OTHER PROJECT. ANY REVISIONS TO THIS DRAWING SHALL BE MADE BY THE ORIGINAL DESIGNER AND ALL REVISIONS SHALL BE APPROVED BY THE ORIGINAL DESIGNER. ANY REVISIONS SHALL BE APPROVED BY THE ORIGINAL DESIGNER.

T-Mobile
MINNEAPOLIS MARKET

REV	DATE	REVISION DESCRIPTION	DESIGNER	CHECKED	IN CHARGE	DATE	SCALE
1	10/16/09	ISSUED FOR PERMITTING					
2	11/16/09	MODIFIED EQUIPMENT, TOWER & MOBILE LANDSCAPING					
3	10/16/09	MOVED DIVISIONS FROM PROPERTY LINES					

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

L. NEW BUSINESS

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

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

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

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

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

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

CONDITIONAL USE PERMIT REVISION RESOLUTION 09-12-303

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

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

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

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

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

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

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

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

Approval is subject to the following conditions:

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

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

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

Seconded by Mayor Longrie.

Ayes – Mayor Longrie,
Councilmember

Nephew

Nay – Councilmember

Juenemann

Councilmember Nephew accepted the friendly amendment.

Councilmember Rossbach had recused himself from the agenda item.

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

The motion passed.

FOR THE ARCHITECT'S RECORD
GOPHER STATE ONE CALL
 1-800-455-5115
 1-800-455-5115

PLANT SCHEDULE

CODE	BY	COMMON NAME	SIZE	ROOT	REMARKS
A	10	AMERICAN ARBORVITAE	4'	BAB	STRAPPLANT LEADER
-	-	-	-	-	-
-	-	-	-	-	-
-	-	-	-	-	-

LANDSCAPE NOTES

1. REFER TO SITE PLAN FOR DIMENSIONS AND SEE DATA.

GENERAL NOTES

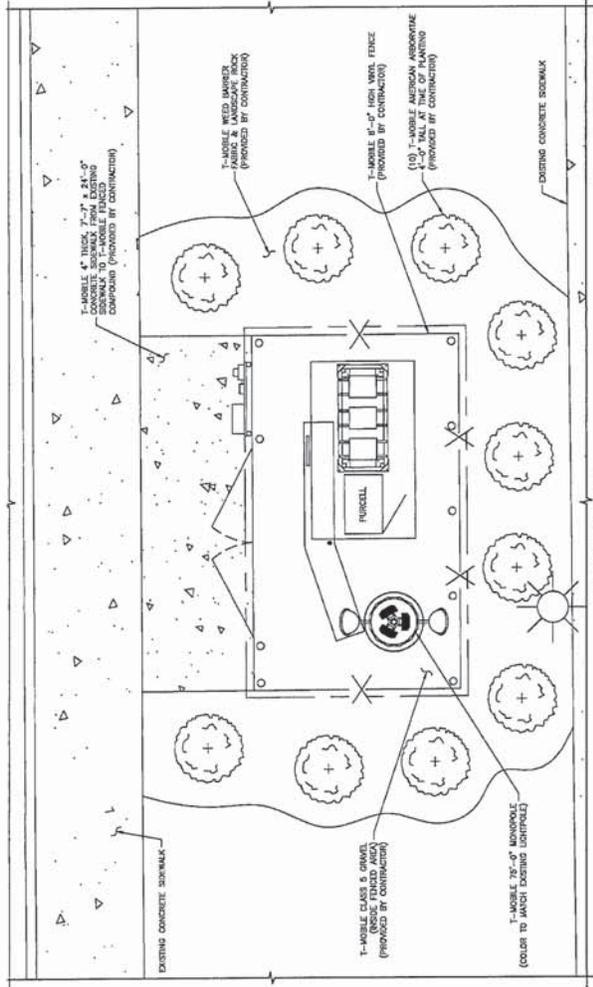
- LANDSCAPE CONTRACTOR TO VERIFY ALL UTILITY LOCATIONS ON PROPERTY WITH THE GENERAL CONTRACTOR AND BY CALLING Gopher State One Call (811-454-0000) PRIOR TO STARTING PLANT LOCATIONS.
- COORDINATE THE PHASES OF CONSTRUCTION AND PLANTING INSTALLATION WITH OTHER CONTRACTORS WORKING ON SITE.
- WHERE EXISTING TREES AND/OR SIGNIFICANT SHRUBS ARE FOUND ON SITE, WHETHER SHOWN ON THE DRAWING OR NOT, THEY SHALL BE PRESERVED AND PROTECTED. ANY REMOVAL SHALL BE APPROVED AND/OR SET IN AN ADDITIONAL ATTACHMENT TO THE LANDSCAPE ARCHITECT PRIOR TO REMOVAL.
- ALL EXISTING TREES TO REMAIN TO BE FERTILIZED AND PRUNED TO REMOVE DEAD WOOD AND DAMAGED OR RUBBER BRANCHED.
- SB TREES AND SHRUBS ARE BALLED AND BURLAPPED.
- NO PLANT MATERIAL SUBSTITUTIONS WILL BE ACCEPTED UNLESS APPROVAL IS REQUESTED BY THE LANDSCAPE ARCHITECT PRIOR TO CONSTRUCTION.
- ALL PLANT MATERIAL SHALL COMPLY WITH THE LATEST EDITION OF THE AMERICAN STANDARDS FOR NURSERY STOCK, AMERICAN ASSOCIATION OF NURSERYMEN.
- CONTRACTOR IS RESPONSIBLE FOR ON-GOING MAINTENANCE OF ALL NEWLY INSTALLED MATERIALS UNTIL TIME OF OWNER ACCEPTANCE BY THE CONTRACTOR.
- CONTRACTOR SHALL PROVIDE A WRITTEN REQUEST FOR THE OWNER ACCEPTANCE NOTIFICATION.
- WHENEVER FOR LANDSCAPE MATERIALS SHALL BEGAIN ON THE DATE OF ACCEPTANCE BY THE LANDSCAPE ARCHITECT AFTER THE COMPLETION OF PLANTING OF ALL LANDSCAPE MATERIALS, NO PARTIAL ACCEPTANCE WILL BE CONSIDERED.
- CONTRACTOR SHALL GUARANTEE NEW PLANT MATERIAL THROUGH ONE CALENDAR YEAR FROM THE DATE OF OWNER ACCEPTANCE WITH ALL REPLACEMENTS TO BE PROVIDED AT NO ADDITIONAL COST TO THE OWNER.
- AREA OF DISTURBANCE FOR SEEDING SHALL BE FIELD VERIFIED AT CONCLUSION OF CONSTRUCTION.
- SEED SHALL BE APPLIED AT 1.5#/1000 SF, AND IMPREGNATED INTO THE SOIL, AND COVERED WITH A STRAW MULCH.

PLANTING SPECIFICATIONS

- PLANTING AND PREPARATION OF ALL PLANTING BEDS SHALL BE TO A MINIMUM DEPTH OF 10", AND DIMENSIONS SHALL BE APPLIED AFTER CULTIVATION.
- BACKFILL SOIL USE SOIL EXCAVATED FROM PLANTING HOLES AND PROVIDE AMENDMENTS, REMOVE ALL DEBRIS INCLUDING ROCKS LARGER THAN 3" DIAMETER.
- APPROVED MULCH SHALL BE USED FOR THE PLANTING BEDS FOR THE MANUFACTURED SUBSTRATES.
- MULCH MATERIALS AS SPECIFIED ON THE LANDSCAPE PLANS SHALL BE PLANTED WITH 1" DEPTH OF MULCH WITH BARRIER FABRIC ALL OUTSTANDING AND OUTSTANDING TRIMMS TO RETAIN 8" DEPTH SHARDED HANDBOOK MULCH WITH NO MULCH IN CONTACT WITH TREE TRUNK.
- SEE DRAWING: IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO SPACE AND/OR GET THE TREES ACCORDING TO THE SHEDS IN AN UPRIGHT AND PLUMB POSITION AT ALL TIMES UNTIL THE END OF THE PLANT GUARANTEE PERIOD. Specially irrigate vegetation, soil, or wind conditions are a practical.
- THE CONTRACTOR SHALL PROVIDE PROTECTION FOR ALL EXISTING TREES PLANTED IN THE FALL PRIOR TO 12-1 AND REMOVE ALL WOODPILES AFTER 8-1.
- ROOT PROTECTION: PROVIDE ON ALL TREES, EXCEPT SPRUCE UNLESS OTHERWISE SPECIFIED.
- PLANTING PLAN: ALL PROPOSED PLANTS SHALL BE LOCATED CAREFULLY AS SHOWN ON THE PLANS. PLANT MARKS OTHER THAN STEEL SHALL BE INSTALLED UNLESS OTHERWISE SPECIFIED IN QUANTITIES LISTED. SPECIFICATIONS TAKE PRECEDENCE OVER ANY OTHER SPECIFICATIONS THAT MAY BE IN CONFLICT WITH THESE SPECIFICATIONS.

PLANTING NOTES

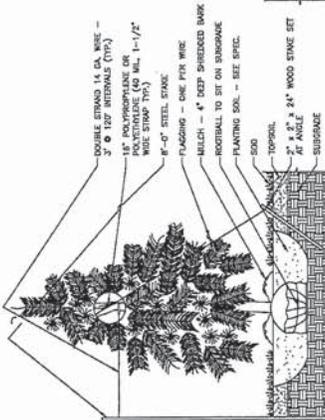
- NO PLANTING TO BE INSTALLED UNTIL SHEDS AND CONSTRUCTION HAS BEEN COMPLETED IN THE INDICATED AREA.
- ALL PLANT MATERIAL LOCATIONS MUST BE REVIEWED AND APPROVED BY THE LANDSCAPE ARCHITECT PRIOR TO ANY AND ALL ORDERING.
- THE LANDSCAPE CONTRACTOR SHALL VERIFY ALL UTILITY LOCATIONS WITH THE ELECTRICAL CONTRACTOR. THE CONTRACTOR SHALL VERIFY ALL UTILITY LOCATIONS WITH THE MECHANICAL CONTRACTOR. THE CONTRACTOR SHALL VERIFY ALL UTILITY LOCATIONS WITH THE PLUMBING CONTRACTOR. THE CONTRACTOR SHALL VERIFY ALL UTILITY LOCATIONS WITH THE ROOFING CONTRACTOR. THE CONTRACTOR SHALL VERIFY ALL UTILITY LOCATIONS WITH THE OTHER CONTRACTORS PRIOR TO ANY AND ALL ORDERING.
- ADJUSTMENTS IN LOCATION OF PROPOSED PLANT MATERIALS MAY BE NEEDED IN FIELD. SHOULD AN ADJUSTMENT BE NEEDED, THE LANDSCAPE ARCHITECT MUST BE NOTIFIED.
- ALL PLANTS TO BE INSTALLED AS PER PLANTING DETAILS.
- ONE SHURB PER TYPE AND SIZE IN EACH PLANTING BED AND EVERY TREE SHALL BE CLEARLY IDENTIFIED (COMMON OR LATIN Nomenclature) WITH A PLASTIC TAG WHICH SHALL NOT BE REMOVED PRIOR TO OWNER ACCEPTANCE.
- REMOVE ALL DAMAGE TO PROPERTY FROM PLANTING OPERATIONS AT NO COST TO THE OWNER.



LANDSCAPING PLAN
 SCALE: 1/8"=1'-0" @ 23/24"

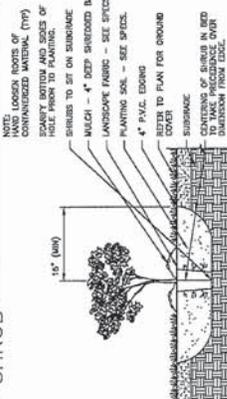
CONIFEROUS TREES

- NOTE: TWO ALTERNATE METHODS OF TREE SPACING ARE ILLUSTRATED. IF IS CONTRACTOR'S OPTION TO SPACE TREES, HOWEVER, THE CONTRACTOR IS RESPONSIBLE FOR MAINTAINING TREES IN A PLUMB POSITION THROUGHOUT THE GUARANTEE PERIOD.
- NOTE: TWO ALTERNATE METHODS OF TREE SPACING ARE ILLUSTRATED. IF IS THE CONTRACTOR'S OPTION TO SPACE TREES, HOWEVER, THE CONTRACTOR IS RESPONSIBLE FOR MAINTAINING TREES IN A PLUMB POSITION THROUGHOUT THE GUARANTEE PERIOD.



NOTE: CONTRACTOR TO INSTALL 6\"/>

SHRUB



PROJECT NO.	HARMONY LEARNING CENTER A11609
DESIGN BY	DATE
DESIGNED BY	DATE
APPROVED BY	DATE
CHECKED BY	DATE
SCALE	DRAWING NUMBER
LANDSCAPING PLAN	
1981 COUNTY ROAD C MAPLEWOOD, MINNESOTA	

I hereby certify that I am a duly Licensed Professional Engineer and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Signature: *Kevin J. Hoff*
 Title: Project Engineer

Date: 2/19/10

NOTES: THE DRAWING HAS NOT BEEN REVISIONED AND IS THE PROPERTY OF T-Mobile. UNLESS OTHERWISE SPECIFIED, ALL MATERIALS SHALL BE IN ACCORDANCE WITH THE LATEST EDITION OF THE AMERICAN STANDARDS FOR NURSERY STOCK AND APPLICABLE TO THE STATE OF MINNESOTA. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM ALL APPLICABLE AGENCIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM ALL APPLICABLE AGENCIES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM ALL APPLICABLE AGENCIES.

NO.	DATE	APPROVED BY	IN	OF	REVISIONS
1	2/19/10	KEVIN J. HOFF	PROJECT ENGINEER		



MEMORANDUM

TO: Melinda Coleman, City Manager

FROM: Michael Thompson, Public Works Director/City Engineer
Bryan P. Nagel, Street Superintendent

DATE: March 25, 2015

SUBJECT: Approval of Purchase for 2015/16 Road Salt

Introduction

Each year the street maintenance division purchases de-icing salt under a state cooperative purchasing agreement. The council should consider approval of this purchase.

Background

In order to be included in this program, the state requires the city to submit estimated salt needs for the 2015/2016 season in April. This year the state will have two separate contracts, one for regular road salt and one for treated road salt. Both contracts will have the 80/120 rule which requires the city to purchase at least 80% of the estimated order quantity and the vendor guarantees to supply 120% of the city's estimated order quantity at the locked price.

Early orders are required to be included in the cooperative purchasing contract. Based on usage and carry over from this past season, we estimate regular road salt needs of 575 tons (estimated at \$69.20/ton) and treated road salt needs of 400 tons (estimated at \$83.53/ton).

Budget Impact

It is anticipated regular road salt would cost about \$39,790.00 with treated road salt at \$33,412.00 for a total of about \$73,202.00. The current status of budget allocation for salt in 2015 is \$74,500 available for expenditure. No additional allocations are needed as this amount is included in the approved 2015 operating budget for maintenance materials within the snow and ice program.

Recommendation

It is recommended that the City Council authorize the purchase of de-icing salt under state contract in an amount estimated at \$74,500.

Attachments

None

MEMORANDUM

TO: Melinda Coleman, City Manager
FROM: Karen Haag, Citizen Services
DATE: April 6, 2015
SUBJECT: Approval of Consulting Contract with Carey Communications

Introduction

The City uses numerous venues to communicate with our constituents and is in a contractual agreement with Carey Communications (Heidi Carey) to assist us with our Marketing and Advertising projects.

Background

One of our main communication tools is the Maplewood Monthly which is mailed to every household and business within our community. The Monthly includes current events, neighborhood projects, seasonal reminders, etc. and is one of our most visual tools to keep residents informed.

Along with nine issues of the Maplewood Monthly annually, Ms. Carey assists with the following annual projects:

- Nine issues of the Maplewood Monthly; and
- Four issues of the Seasons newsletter (4 pages each); and
- Conducting interviews and writing articles for the Maplewood Monthly as directed
- Work with Government Television Network (GTN) to create 6 twenty-five minute programs annually highlighting city events, businesses, etc. These programs will also feature the Mayor, City Council and city staff as directed by the City Manager and Citizen Services Director City Event Assistance, (including, but not limited to, securing sponsors, working with vendors and designing ads) ; and
- Design City PSA Clear Channel Billboard ads; and
- Securing ads for publications (Maplewood Monthly and Recreation Booklets) with a required minimum of \$2,700.00 each quarter in ads for the Maplewood Monthly,
- Additional projects as required or requested. E.g. Miscellaneous brochures, banners, posters, etc. These projects will be submitted to the City Manager or the Citizen Services Director for approval and then forwarded to the Consultant.

Ms. Carey is compensated an annual flat fee of \$48,000 for the above on a pro-rata basis of \$4,000 per month contingent upon securing a minimum of \$2,700 in advertising sales each quarter. In the event that Ms. Carey does not meet the sales criteria in any given quarter then the payment for the next month would be reduced on a dollar for dollar basis for each dollar under the minimum for the quarter. Additionally, if Ms. Carey secures over \$3,600 of advertising revenue in a quarter, the City shall pay her an additional commission on those sales as follows:

First \$100 - \$498 over \$3,600	20%
Next \$499 - \$1,500 over \$3,600	25%
Next \$1,501 over \$3,600	30%

The complete contract is attached for your review.

Budget Impact

The Contract is budgeted for in the 2015 budget and the revenues are monitored quarterly.

Recommendation

It is recommended that the council approve the Consulting Contract for Marketing and Advertising with Carey Communications through December 2016 and authorizes the City Manager and Director of Citizens Services to sign the same.

Attachments

1. Independent Contractor Consulting Contract

**CITY OF MAPLEWOOD INDEPENDENT CONTRACTOR
CONSULTING CONTRACT**

This agreement is entered into on April 13, 2015 by and between the City of the Maplewood (hereinafter "City" or "Employer" and/or "we" or "us" or "our") and **Heidi Carey** (hereinafter "Consultant" and/or "you" or "your"). This agreement sets forth all terms and conditions concerning the contract appointment of Heidi Carey to the position of Marketing and Advertising Consultant.

A. TERM OF APPOINTMENT

This contract shall begin on April 13, 2015 and continue on a weekly basis at the discretion of the City and Consultant, terminating on December 31, 2016, unless terminated earlier by the City of Maplewood or by the Consultant pursuant to this Agreement. The contract will terminate automatically on the termination date unless the appointment is extended in writing prior to the termination date. If the contract is extended, it will terminate automatically upon the new expiration date, unless terminated earlier pursuant to this Agreement.

B. DUTIES AND RESPONSIBILITIES

Consultant shall consult with the City Manager and Citizens Services Director in the performance of all their duties with regard to marketing and advertising for the City of Maplewood. The Consultant's duties and responsibilities shall be conducted in accordance with this Agreement and in accordance with all applicable laws and the City's policies, procedures, and rules as established by management. The Consultant agrees that she will be performing all the duties set forth in this job description as an independent contractor and assumes all responsibility for payment of any and all employment taxes arising out of the City's payments to Consultant hereunder. Consultant shall furnish her own equipment and home office and determine her own schedule with regards to completing the deliverables. City will provide access to City servers to allow Consultant to email out newsletters. Consultant hereby indemnifies the City of Maplewood for any employment taxes arising out of the City's payments to Consultant hereunder.

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C. DELIVERABLES AND COMPENSATION

Deliverables

Consultant shall deliver the following work (hereafter "Work" or "Deliverables") in a timely efficient and professional manner:

- Nine issues of the Maplewood Monthly; and
- Four issues of the Seasons newsletter (4 pages each); and
- Conducting interviews and writing articles for the Maplewood Monthly as directed
- Work with Government Television Network (GTN) to create 6 twenty-five minute programs annually highlighting city events, businesses, etc. These programs will also feature the Mayor, City Council and city staff as directed by the Citizen Services Director
- City Event Assistance,(including, but not limited to, securing sponsors, working with vendors and designing ads) ; and
- Design City PSA Clear Channel Billboard ads; and
- Securing ads for publications (Maplewood Monthly and Recreation Booklets) with a required minimum of \$2,700.00 each quarter in ads for the Maplewood Monthly,
- Additional projects as required or requested. E.g. Miscellaneous brochures, banners, posters, etc. These projects will be submitted to the City Manager or the Citizen Services Director for approval and then forwarded to the Consultant.

Each of the above-stated publication deliverables includes two (2) proofs to City staff, delivery to the printer, and any final editing for the printer and printer proof. *Maplewood Monthly* page numbers shall be as determined by Karen Haag. Consultant shall also deliver an annual schedule that lists when articles are due, when each council member is to write their articles, and how many pages are included for each issue. Consultant shall send the Citizen Services Director and/or his or her designee, monthly advertising invoices that will be billed to each advertiser and the invoice for such advertising shall come directly from the City (in the same manner as they are currently sent). Consultant shall also email a copy of each publication to each of the advertisers to prove that their ads ran in the publication. The City reserves the right to decrease these stated deliverables upon 30 day written notice to Consultant, and any such reduction shall result in a pro rata reduction in compensation to Consultant upon implementation of such reduction.

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Compensation

The City will pay Consultant an annual flat fee of Forty Eight Thousand Dollars (\$48,000.00) for the above deliverables on a pro-rata basis of Four Thousand Dollars (\$4,000.00) per month. Such payments shall be paid on the first day of each month following completion of the pro rata deliverables for the previous month. Such payment is not only contingent upon maintaining completion of the deliverables on a pro-rata basis each month; it is also contingent upon meeting the \$2,700.00 minimum advertising requirement each quarter. If Consultant fails to meet these deliverable requirements (except for the advertising minimum) in any given quarter, then the payment for the next month shall be reduced by pro-rata amount for the deliverables not completed. If the Consultant fails to meet the advertising minimum of \$2,700.00 per quarter, then the payment for the next month shall be reduced on a dollar for dollar basis for each dollar under the minimum for the quarter. Additionally, if Consultant brings in over \$3,600.00 of advertising revenue in a quarter, the City shall pay Consultant an additional commission on such sales as follows:

<u>Additional Ad Revenue per Quarter:</u>	<u>Commission Percentage</u>
First \$100 - \$498 over \$3,600	20%
Next \$499 - \$1,500 over \$3,600	25%
Next \$1,501 over \$3,600	30%

Additional Work

Additionally, Consultant shall be available to perform "Additional Work" at an hourly rate of \$70.00 per hour. Such "Additional Work" must be authorized in writing, in advance, by either the Assistant City Manager, the citizens Services Director or the Parks and Recreation Director. Optional projects that may qualify for such "Additional Work" include Media Blasts, Media Placement, Marketing Plans, Press Releases, Sponsorship Sales for MCC, Recreation Events, marketing Campaigns and other design projects for programs and/or events.

As an independent contractor, the Consultant will not receive overtime compensation or compensatory time off or additional compensation beyond the established pay for the position pursuant to the agreement.

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D. WORK FOR HIRE

Consultant agrees that with regard to all Work completed pursuant to this Agreement, i.e. marketing services, editorial services, design services, etc.:

1. To deliver to us no later than the end of each month, the pro rata Work to be performed that month, or to meet whatever other deadline has been determined for other specific Work, (i.e. Additional Work) in a manner and form satisfactory to us.
2. Upon acceptance of the Work, we agree to pay you Four Thousand Dollars per month and/or other payments of \$70.00 per hour for Additional Work for all rights in the Work. You will not receive any further payment from us.
3. You expressly acknowledge that the material contributed by you hereunder, and your services hereunder, are being specially ordered and commissioned by us for use in connection with marketing, advertising and publishing for the City of Maplewood. The Work contributed by you hereunder shall be considered a "work made for hire" as defined by the copyright laws of the United States. We shall be the sole and exclusive owner and copyright proprietor of all rights and title in and to the results and proceeds of your services hereunder in whatever stage of completion. If for any reason the results and proceeds of your services hereunder are determined at any time not to be a "work made for hire", you hereby irrevocably transfer and assign to us all right, title and interest therein, including all copyrights, as well as all renewals and extensions thereto.
4. You agree that we may make any changes or additions to the Work prepared by you, which we, in our sole discretion, may consider necessary, and may engage others to do any or all of the foregoing, with or without attribution to you. You further agree to waive any so-called moral rights in the Work.
5. You represent that, except with respect to material furnished to you by us, you are the sole author of the Work and all of your services are original and not copied in whole or in part from any other work; that your Work is not libelous or obscene, or knowingly violates the right of privacy or publicity, or any other rights of any person, firm or entity.

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E. BREACH

If either party fails at any time to meet any deadlines required herein, or otherwise fails to meet the professional standards required, or otherwise by their actions or inactions provides just cause to terminate this Agreement, then the non-breaching party shall provide the breaching party with written notice of such breach and the breaching party shall have thirty (30) days from receipt of such notice to cure said breach to the satisfaction of the non-breaching party. Any failure to cure said breach upon expiration of the 30 day cure period shall be grounds for immediate termination of the Agreement upon written notice of termination for failure to cure.

Notice, if to the City shall be delivered to:

City of Maplewood Attention:
Karen Haag, Director Citizen Services
1830 County Road B East
Maplewood, MN 55109
Fax (651) 249-2059
Email: karen.Haag@ci.maplewood.mn.us

And if to Consultant shall be delivered to:

Heidi Carey
10599 108th Avenue N.E.
Hanover, Minnesota 55341

All written notices to be delivered by mail, shall be delivered by Certified U.S. Mail, Return receipt requested, and shall be deemed delivered three (3) business days after the date the notice was sent. Email and facsimiles shall be deemed delivered the next business day after they are sent.

F. FORCE MAJEURE

Neither party shall be liable for any failure or delay in performance under this Agreement, to the extent such delay or failure is proximately caused by conditions beyond its control, including, but

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not limited to, war, strikes, floods, tornados or other natural disasters or Acts of God or any other cause beyond the reasonable control of the affected party.

G. GENERAL PROVISIONS

This contract constitutes the entire agreement between the parties and supersedes any other agreement either oral or written. The terms of this agreement may be modified only by subsequent written agreement signed by both parties. In the event that any part of this agreement is declared or rendered invalid by court decision or statute, the remaining provisions of the agreement shall remain in full force and effect. Minnesota law shall govern the interpretation and construction of this agreement.

CONSULTANT SIGNATURE:

Heidi Carey

Date: _____

SIGNATURES FOR THE CITY OF MAPLEWOOD:

Melinda Coleman, City Manager

Date: _____

Karen Haag, City Clerk

Date: _____

MEMORANDUM

TO: Melinda Coleman, City Manager

FROM: Michael Martin, AICP, Planner

DATE: April 8, 2015

SUBJECT: Approval of a Resolution Identifying the Support for CDBG Funding and Authorizing an Application for Grant Funds – Gladstone Improvements – Phase 2

Introduction

City staff is requesting the city council adopt the attached resolution. This resolution is required by Ramsey County as part of the city's application for a grant through the Community Development Block Grant (CDBG) Program, which is administered by Ramsey County.

Discussion

Ramsey County has available CDBG grants funds for 2015 for communities seeking funding for development or redevelopment projects, which includes funding of public improvements that support development projects. The cost of the Gladstone Improvements – Phase 2 is approximately \$3.5 million. The city is seeking \$250,000 in CDBG funds to assist with the funding of these public improvements. This is in addition to the \$900,000 grant the city received from the Met Council for the same project. As part of the CDBG grant process, Ramsey County requires that a resolution be adopted by the city council in support of the grant application.

Budget Impact

Adopting the attached resolution will have no impact on the city's budget. The grant application has the potential of providing the city with additional funds to put towards the Gladstone Improvements – Phase 2

Recommendation

Adopt the resolution of support for the city's application for grant funding through Ramsey County's CDBG program.

Attachments

1. Resolution of Support

RESOLUTION NO. _____
CITY OF MAPLEWOOD, MINNESOTA

**RESOLUTION IDENTIFYING THE SUPPORT FOR
COMMUNITY DEVELOPMENT BLOCK GRANT
FUNDING AND AUTHORIZING AN APPLICATION FOR GRANT FUNDS**

WHEREAS the City of Maplewood is a municipality within Ramsey County, and is therefore eligible to apply to the County's community development block grant (CDBG) program; and

WHEREAS the City has identified a proposed project within the City that meets the CDBG's purposes and criteria and is consistent with and promotes the purposes of the policies of Ramey County's Community and Economic Development; and

WHEREAS the City has the institutional, managerial and financial capability to ensure adequate project administration; and

WHEREAS the City certifies that it will comply with all applicable laws and regulations as stated in the grant agreement; and

WHEREAS the City agrees to act as legal sponsor for the project contained in the grant application; and

NOW THEREFORE BE IT RESOLVED that, after appropriate examination and due consideration, the governing body of the City:

1. Finds that it is in the best interests of the City's development goals and priorities for the proposed project to occur at this particular site and at this particular time.
2. Authorizes its city staff to submit on behalf of the City an application for community development block grant funds for the project components identified in the application, and to execute such agreements as may be necessary to implement the project on behalf of the City.

The Maplewood City Council _____ this resolution on April 13, 2015

MEMORANDUM

TO: Melinda Coleman, City Manager

FROM: Michael Martin, AICP, Planner

DATE: April 7, 2015

SUBJECT: Approval of Design Review, Villages at Frost-English, 1955 English Street North

- A. Approval of a Resolution for a Conditional Use Permit for a Four-Story Residential Building
- B. Approval of a Lot Division
- C. Design Review

Introduction*Project Description*

Sherman Associates is proposing to redevelop the 5.5 acre former Maplewood Bowl site (1955 English) into a three-phased, mixed-use project to be called The Villages at Frost-English. The first phase will be a four-story, multi-family building with 50 units. Phase two will be an 80-unit multi-family building rented exclusively to seniors and phase three will be a 6,500 commercial retail building near Frost Avenue and English Street. Both underground and surface parking will be provided for the residential buildings.

Requests

To build this development, the applicants are requesting that the city council approve the following:

1. A conditional use permit for a four-story building
2. Lot division
3. Design review

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 is being used for public infrastructure improvements along Frost Avenue and has assisted the developer with the purchase of the Maplewood Bowl site.

Discussion

Gladstone Neighborhood Redevelopment Plan

The Gladstone Neighborhood Redevelopment Plan (pertinent pages attached to this report) outlines nine guiding principles to redevelopment in the area as follows:

1. Design the future of Gladstone as a village.
2. Transform regional trails into celebrated village corridors.
3. Make Gladstone a compelling quality of life choice.
4. Weave natural systems and ecological function into the built and recreational environment.
5. Allow Gladstone's future to whisper the story of its past.
6. Make walkability the standard.
7. Think of Gladstone as a neighborhood for all stages of life.
8. Make the Gladstone redevelopment plan a model for others to follow.
9. Make multi-modal links between Gladstone and areas beyond.

The Gladstone Neighborhood Redevelopment Plan further outlines development strategies for Frost Avenue North, which includes the former Maplewood Bowl site, as follows:

- Achieving a mix of neighborhood retail services fronting on Frost Avenue and English Street
- Incorporation of rainwater gardens, alternative pavement strategies, shared parking and other techniques to minimize surface water runoff and provide for treatment of runoff.
- Incorporation of recycled building materials, roof top gardens, solar energy systems and other sustainable building techniques that contribute to the educational and interpretive vision of the Gladstone Savanna.
- Flexibility to accommodate the bowling alley use and other local neighborhood retail businesses that desire to stay in the neighborhood.
- Redevelopment of the Frost Avenue North area has important financial relationships with the remainder of the Gladstone Neighborhood. Actual implementation efforts should explore ways that this project can provide financial resources to other parts of the master plan, particularly the improvement of Flicek Park and Frost Avenue.
- Development may orient toward the regional trails rather than back up to them.
- Building heights should be "stepped back" from the street as they grow in height.

2030 Comprehensive Plan and Density

The city council adopted the 2030 Comprehensive Plan on January 25, 2010. The 2030 Comprehensive Plan incorporated the land uses and densities established by the Gladstone Neighborhood Redevelopment Plan. The 2030 Comprehensive Plan guides this site as mixed use. Mixed use has a density range of 6 to 31 units per net acre. A total of 130 units will eventual be built on the residential sites, 4.6 acres of land, providing a density of 28.3 units per net acre.

Zoning

The site is currently zoned as mixed use (mu). This zoning district allows for a mixed use multi-family and commercial retail development.

Conditional Use Permit for a Four-Story Building

The mixed use district requires a conditional use permit for any residential buildings more than three-stories or 35 feet in height. The proposed phase one multi-family building will be a four-story building and approximately 43 feet in height as measure from grade to the mid-point of the roof. The Gladstone Master plan encourages buildings along Frost Avenue and English Street to be three or four-stories tall. The planning commission recommended the applicant revise the Frost Avenue elevation to step back the fourth floor from the rest of the building. The applicant is agreeable to this request and submitted a revised building elevation which staff is recommending approval of.

The multi-family senior building proposed to be built in phase two, is tentatively planned to be four-stories as well and will need to get city council approval for a conditional use permit. There are two buildings in Maplewood that currently have four-stories. The first one is the Parkview Court Apartments, a multi-family housing development in Gladstone, which is located just to the west of the Shores at Lake Phalen development. Parkview Court Apartments were constructed with four floors in 1965, prior to the city's requirement that all multi-family housing be limited to three stories without a conditional use permit. The city council did approve a four-story senior housing building, called the Regents, which is part of the Legacy Village planned unit development.

Design Review

Site Plan

The phase one building will be constructed on the southwest corner of the site. The main entry will face Frost Avenue and be just east of the building. The overall parking lot and access drive lane will also provide a connection off of English Avenue. The two access drives will be located where there are currently curb cuts to access the site. This drive aisle is at least 24 feet in width at all points. Phase two, 80-unit multi-family senior building, is proposed to be located on the north side of the site and phase three, 6,500 commercial retail building, will be located near the intersection of Frost Avenue and English Street.

The city's mixed use district requires a front yard setback for multiple dwelling buildings to be no more than 20 feet, with a minimum of zero feet. Because there is a single-family home to the west of the site, the home is also zoned mixed use, a 10-foot side yard setback is required. A rear yard setback is not applicable to phase one. The phase one, 50-unit multi-family building, meets all the zoning ordinances required setbacks. The applicant will be required to apply and go through the city's land use and design review processes for phases two and three to ensure all setbacks are either met or the applicant will be required to apply for a variance as needed.

Building Elevations

Exterior building walls adjacent to or visible from a public right-of-way or public open space may not exceed 40 feet in width. New buildings of more than 40 feet in width are allowed if the building wall is divided into smaller increments, between 20 and 40 feet in width, through articulation of the façade. Exterior-building materials shall be classified primary, secondary or accent material. Primary materials shall cover at least 60 percent of all façades of a building. Secondary materials may cover no more than 30 percent of all façades of a building. Accent materials may include door and window frames, lintels, cornices and other minor elements, and may cover no more than ten percent of all façades of a building. The community design review board may consider exceptions to the above-mentioned design standards if they uphold the integrity of the guidelines and result in an attractive, cohesive development design as intended by ordinance.

The primary materials for proposed 50-unit multi-family building are brick and cement fiber board siding – each being utilized with two different tones of color. Cement fiber board textured panels will be used in isolated spaces throughout the building. The roof will be covered with architectural asphalt shingles. Windows and balconies are generously located throughout the building.

During the planning commission's review regarding the conditional use permit required for a four-story building the commission recommended the application revise the Frost Avenue elevation to step back the fourth floor from the rest of the building. The applicant was agreeable to this recommendation and submitted a revised elevation for the community design review board to review at its meeting. The board recommended approval of this revised elevation. Phases two and three will be required to come back for design review but ordinance will require them to use compatible materials and colors as the building in phase one.

Tree Preservation

The tree inventory plan shows 45 significant trees on the site, equaling 678 diameter inches. Redevelopment of the site will result in the removal of 14 significant trees (equaling 177 diameter inches). Four of the 14 trees removed are located in the Frost Avenue right-of-way and are being removed as part of the City's Gladstone Area Phase 2 street improvements. Two of the 14 trees removed are located in the English Street right-of-way to accommodate the new driveway into the site.

Because the applicant is able to preserve two specimen trees and many significant trees located on the north and west side of the site, the City's tree mitigation calculation for redevelopment of this site only requires the replacement of 16 caliper inches (8 – 2" caliper trees). The landscape plan shows 43 new trees planted on the site, equaling 90 caliper inches of replacement trees. In addition, the City will be installing five trees along the Frost Avenue right-of-way as part of the Gladstone Phase 2 street improvements. The applicant meets the City's tree replacement requirements.

Landscaping

All areas of land not occupied by buildings, parking, driveways, sidewalks or other hard surface are required to be sodded or mulched and landscaped with approved ground cover, flowers, shrubbery and trees. Hard-surfaced areas, including sidewalks and patios, must include amenities such as benches, planters and bike racks.

For parking lots consisting of 20 or more spaces, interior landscape islands are required. Interior landscape islands shall be at a rate of one landscape island for every ten parking spaces. Landscape islands shall be a minimum of 144 square feet in area and shall be a minimum of eight feet in width, as measured from back of curb to back of curb.

Perimeter landscape or pedestrian walls are required for all parking lots and shall be established along the road and edges of the parking lot. The landscape treatment or pedestrian wall shall run the full length of the parking lot and be located between the property line and the edge of the parking lot.

The applicant shall submit to staff for approval a revised landscape plan showing the following details:

- a. Addition of at least two trees to be installed by the applicant in or near the English Street right-of-way to replace the two trees removed with the construction of the driveway.
- b. Landscape requirements per the Mixed-Use Zoning District including:
 1. Landscape Islands:
 - a) One overstory tree with a trunk size a minimum of two-and-one-half inches in caliper shall be provided for every landscape island.
 - b) A minimum of 50 percent of every landscape island shall be planted with an approved ground cover in the appropriate density to achieve complete cover within two years. Mulch may only be used around the base of the plant material to retain moisture.
 2. Perimeter Parking Lot Landscaping:
 - a) The primary plant materials used in perimeter parking lot landscaping adjacent the road shall be over story trees. Ornamental trees, shrubs, hedges and other plant materials may be used to supplement the over story trees, but shall not be the sole contribution to such landscaping.
 3. Over story trees are required at regular intervals along the road to help define the road edge, to buffer pedestrians from vehicles and to provide shade. The over story trees shall be located in a planting strip at least five feet wide between curb and sidewalk, or in a planting structure of design acceptable to the city.

Lighting

The lighting plan shows 7 freestanding lights throughout the parking lot. City ordinance requires that illumination from outdoor lighting be limited to .4 foot candles at all property lines and that freestanding lights maintain a maximum height of 16 feet. In addition, since the Villages at Frost-English is a signature redevelopment project in the Gladstone neighborhood, the city should ensure that the outdoor lighting proposed on this site is compatible to the street lighting proposed for the Phase 2 public improvements along Frost Avenue and English Street.

The photometric plan submitted does not state the height of the poles and exceed the illumination maximums at the shared property lines with the existing liquor store property. To ensure compliance with city ordinance and compatibility with the Phase 2 Gladstone public improvements, city staff recommends that a revised lighting and photometric plan be submitted to staff for approval.

Trash Enclosure

All trash and recycling will be maintained within the building, for pick up through the underground garage. Because of the size of this development and number of residents, staff also recommends that there be trash and recycling receptacles located throughout the site to ensure residents, visitors, and employees have access to these containers when walking the trails.

Unit Sizes

Ordinance requires minimum unit sizes of 580 square feet per efficiency or one-bedroom units. The 11 one-bedroom units will be 807 square feet in size, which meets ordinance requirements. Ordinance requires two-bedroom units to have a minimum unit size of 740 square feet. The 22 two-bedroom units will be 994 square feet in size, also meeting ordinance requirements. Ordinance requires three-bedroom units to have a minimum unit size of 860 square feet. The 17 three-bedroom units will be 1,365 square feet in size, also meeting ordinance requirements.

Parking

Ordinance requires a minimum parking standard of two parking spaces per unit, with at least one space being covered. The 50-unit building would require a least 100 spaces. Fifty spaces are being provided in an underground garage. The proposed site plan shows 144 surface spaces. Phase one parking requirements are being met.

In anticipating the parking needs for phases two and three, the 80-unit senior building would require 80 covered and 80 surface spaces and the commercial building would require approximately 33 spaces – depending on the actual user(s). The 80-unit senior building will have at least 80 underground parking spaces. After phase one there will be 94 surface spaces available for use. By ordinance phase two would need 80 surface spaces and the commercial building would require at least 33 spaces, meaning a deficit of 19 spaces. The applicant will likely seek approval of a parking waiver and a shared parking agreement between the three phases once it applies for phases two and three. The senior building will be a likely candidate to waive some of the parking requirements as every unit will have an underground space.

Lot Division

The applicant is requesting that the property be divided in three parcels to reflect the three phases. This will be done to assist with the financing of each individual building but will also clean up the existing conditions of the former Maplewood Bowl property where 12 parcels currently make up the site. Approval of the lot division should be conditioned on the developer dedicating any needed access, pedestrian, drainage, and utility easements along the entire property lines adjacent to Frost Avenue and English Street, as required by the city engineer.

Department Comments

Police Chief Paul Schnell, Maplewood Police Department: No concerns.

Nick Carver, Building Official: Must meet the current International Building Ordinance requirements.

Butch Gervais, Fire Marshal: Shall install all fire protection systems according to state and local ordinances. Must also have minimum 20-foot access road for fire department.

Jon Jarosch, Engineering Review: Please see attached report.

Shann Finwall, Environmental Review: Please see attached report.

Commission Actions

Planning Commission

On March 17, 2015, the planning commission held a public hearing and recommended approval of the condition use permit and lot division. The planning commission did add a recommendation relating to the stepping back of the fourth floor of the building on the Frost Avenue elevation.

Community Design Review Board

On March 24, 2015 the community design review board reviewed the design plans for this project and recommended approval. The board added two conditions requiring the screening of the supports of the deck along Frost Avenue and recommending approval of the revised Frost Avenue building elevation which was submitted at its meeting.

Budget Impact

None.

Recommendations

1. Approve the conditional use permit resolution attached. This resolution approves the conditional use permit for a four-story multi-family residential building. 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 February 26, 2015 review.
 - b. All construction shall follow the plans date-stamped February 23, 2015, 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. This approval is for the phase one, 50-unit multi-family building only. Any future phases with buildings taller than 35-feet or three stories must seek separate approval for a conditional use permit.
 - d. 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.
 - e. The Frost Avenue building elevation shall follow the plan submitted at the March 24, 2015 CDRB meeting, which steps the fourth floor back from the rest of the building.
 - f. The city council shall review this permit in one year.
2. Approve the lot division request to subdivide the 5.5 acre property located at 1955 English Street, which currently consist of 12, into three parcels. This lot division approval is subject to the following conditions:
 - a. Satisfy the requirements set forth in the staff report authored by staff engineer Jon Jarosch, dated February 26, 2015.
 - b. Prior to issuance of a grading or building permit for development on the new lots the following must be submitted to staff for approval:
 1. Proof that Ramsey County has recorded the lot division.
 2. A signed certificate of survey showing the location of all property lines.
3. Approve the design plans for the 50-unit multi-family building and the site plan for the Villages at Frost-English, date stamped February 23, 2015, for the redevelopment project located at 1955 English Avenue. Approval is subject to the applicant doing the following:

- a. Repeat this review in two years if the city has not issued a building permit for this project.
- b. Satisfy the requirements set forth in the staff report authored by staff engineer Jon Jarosch, dated February 26, 2015.
- c. Satisfy the requirements set forth in the staff report authored by environmental planner Shann Finwall, dated March 2, 2015.
- d. Prior to issuance of a grading or building permit, the applicant must submit to staff for approval the following items:
 1. Verification of The Villages at Frost-English lot division has been recorded.
 2. Have the city engineer approve final construction and engineering plans. These plans shall comply with all requirements as specified in the city engineering department's February 26, 2015 review.
 3. The applicant shall submit to staff for approval a revised landscape plan showing the following details:
 - a. Addition of at least two trees to be installed by the applicant in or near the English Street right-of-way to replace the two trees removed with the construction of the driveway.
 - b. Landscape requirements per the Mixed-Use Zoning District including:
 - i. Landscape Islands:
 1. One overstory tree with a trunk size a minimum of two-and-one-half inches in caliper shall be provided for every landscape island.
 2. A minimum of 50 percent of every landscape island shall be planted with an approved ground cover in the appropriate density to achieve complete cover within two years. Mulch may only be used around the base of the plant material to retain moisture.
 - ii. Perimeter Parking Lot Landscaping:
 1. The primary plant materials used in perimeter parking lot landscaping adjacent the road shall be over story trees. Ornamental trees, shrubs, hedges and other plant materials may be used to supplement the over story trees, but shall not be the sole contribution to such landscaping.

- iii. Over story trees are required at regular intervals along the road to help define the road edge, to buffer pedestrians from vehicles and to provide shade. The over story trees shall be located in a planting strip at least five feet wide between curb and sidewalk, or in a planting structure of design acceptable to the city.
 - 4. Enter into a developer's agreement with the city which will cover the installation of all public improvements surrounding and within the property.
 - 5. Sign a maintenance agreement for the ongoing maintenance of all required rainwater gardens and infiltration basins.
 - 6. A cash escrow or an irrevocable letter of credit for all required exterior improvements. The amount shall be 150 percent of the cost of the work.
 - 7. An executed cross access agreement must be submitted to the city between the Villages at Frost-English development and the existing liquor store at 1281 Frost Avenue.
 - 8. Revise the photometric plan showing code compliance and height of all light fixtures.
- e. The applicant shall complete the following before occupying the building:
 - 1. Replace any property irons removed because of this construction.
 - 2. Provide continuous concrete curb and gutter around the parking lot and driveways.
 - 3. Install all required landscaping and an in-ground lawn irrigation system for all landscaped areas.
 - 4. Install all required outdoor lighting.
 - 5. Install all required sidewalks and trails.
- f. If any required work is not done, the city may allow temporary occupancy if:
 - 1. The city determines that the work is not essential to the public health, safety or welfare.
 - 2. The above-required letter of credit or cash escrow is held by the City of Maplewood for all required exterior improvements. The owner or contractor shall complete any unfinished exterior improvements by June 1 of the following year if occupancy of the building is in the fall or winter or within six weeks of occupancy of the building if occupancy is in the spring or summer.

- g. The buildings for Phases Two and Three of the Villages at Frost-English development are required to be reviewed for design review by the community design review board.
- h. All work shall follow the approved plans. City staff may approve minor changes.
- i. Approving the Frost Avenue building elevation submitted at the March 24, 2015 CDRB meeting that is date-stamped March 24, 2015.
- j. The supports of the decks along Frost Avenue shall be screened by a masonry wall.

Citizen Comments

Staff surveyed the 62 property owners within 500 feet of this site for their comments. There were 3 written replies. None were in favor, two were against the project and one had no comment.

Against

1. Both my husband and I do not agree with the phase 1 due to the kind of people the bowling alley attracted. We are afraid that these would be the same kind that would rent. Growing up poor myself, I know how wild unsupervised kids can get and a lot of these households the parents are drug users. If we wanted to live in that kind of neighborhood we would have bought a house somewhere else. We love how quiet and peaceful the neighborhood is and we know all our neighbors. With the increase in drug, theft and domestic violence and not to mention vandalism, how will it improve out property value? (Hedin, 1997 English Street)
2. I'm not too eager about having a four story, 50-unit multi-family home being built because a four-story building is too tall and I feel that it will increase the noise level in the neighborhood. I'm fine with the senior housing building as long as it isn't taller than two stories. (Lee, 1236 Ryan Avenue East)

No Comment

1. No Comment (Ramsey County Regional Rail Authority, 1870 English Street)

Reference Information

Site Description

Site Size: 5.5 Acres
Existing Land Use: Vacant – former bowling alley

Surrounding Land Uses

North: Gateway Trail
South: Liquor store, Frost Avenue and Gladstone Savannah

East: English Street and Moose Lodge
 West: Atlantic Street, a vacant lot, a single-family home and a commercial building

Planning

Existing Land Use: Mixed Use
 Existing Zoning: Mixed Use (mu)

Criteria for Approval

Criteria for Conditional Use Permit Approval

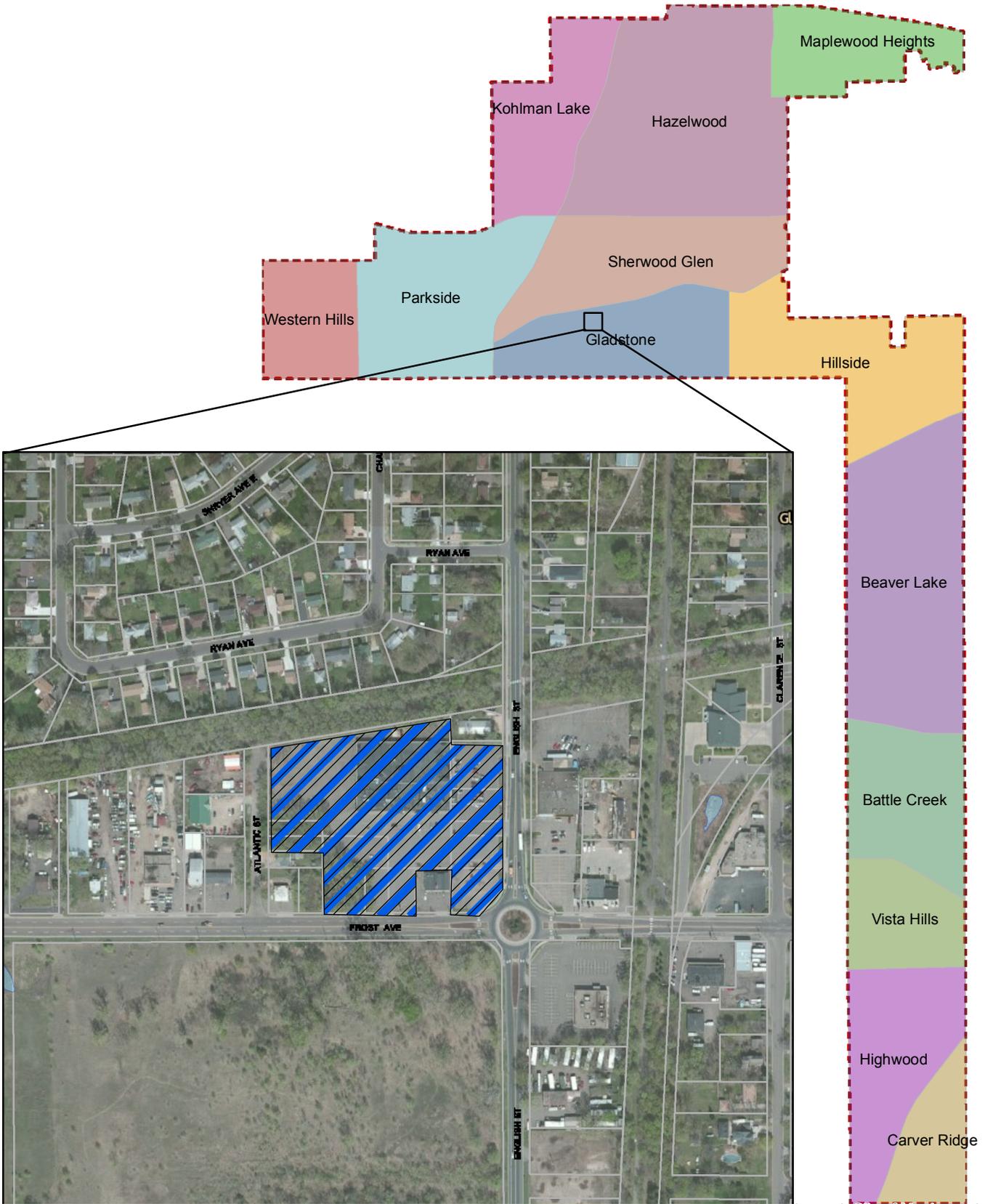
Article V, Sections 44-1091 through 44-1105 states that the city council may grant a CUP subject to the nine standards for approval noted in the conditional use permit resolution attached.

Application Date

The city received complete applications for a conditional use permit, lot division and site and design plans approval on February 23, 2015. The 60-day review deadline for a decision is April 24, 2015. As stated in Minnesota State Statute 15.99, the city is allowed to take an additional 60 days if necessary in order to complete the review of the application.

Attachments

1. Location Map
2. Land Use Map
3. Zoning Map
4. Gladstone Neighborhood Redevelopment Plan – Guiding Principles
5. Gladstone Neighborhood Redevelopment Plan – Development Strategies for Frost Avenue
6. Applicant Narrative
7. Site Plan
8. Landscape Plan
9. Photometric Plan
10. Building Elevations
11. Revised Frost Avenue Elevation
12. Staff Engineer Jon Jarosch's comments, February 26, 2015
13. Environmental Planner Shann Finwall's comments, March 2, 2015
14. Planning Commission Minutes, March 17, 2015
15. Community Design Review Board Minutes, March 24, 2015
16. Conditional Use Permit Resolution
17. Applicant's plans (separate attachment)



1955 English Street - Villages at Frost and English

Former Maplewood Bowl site - Overview Map

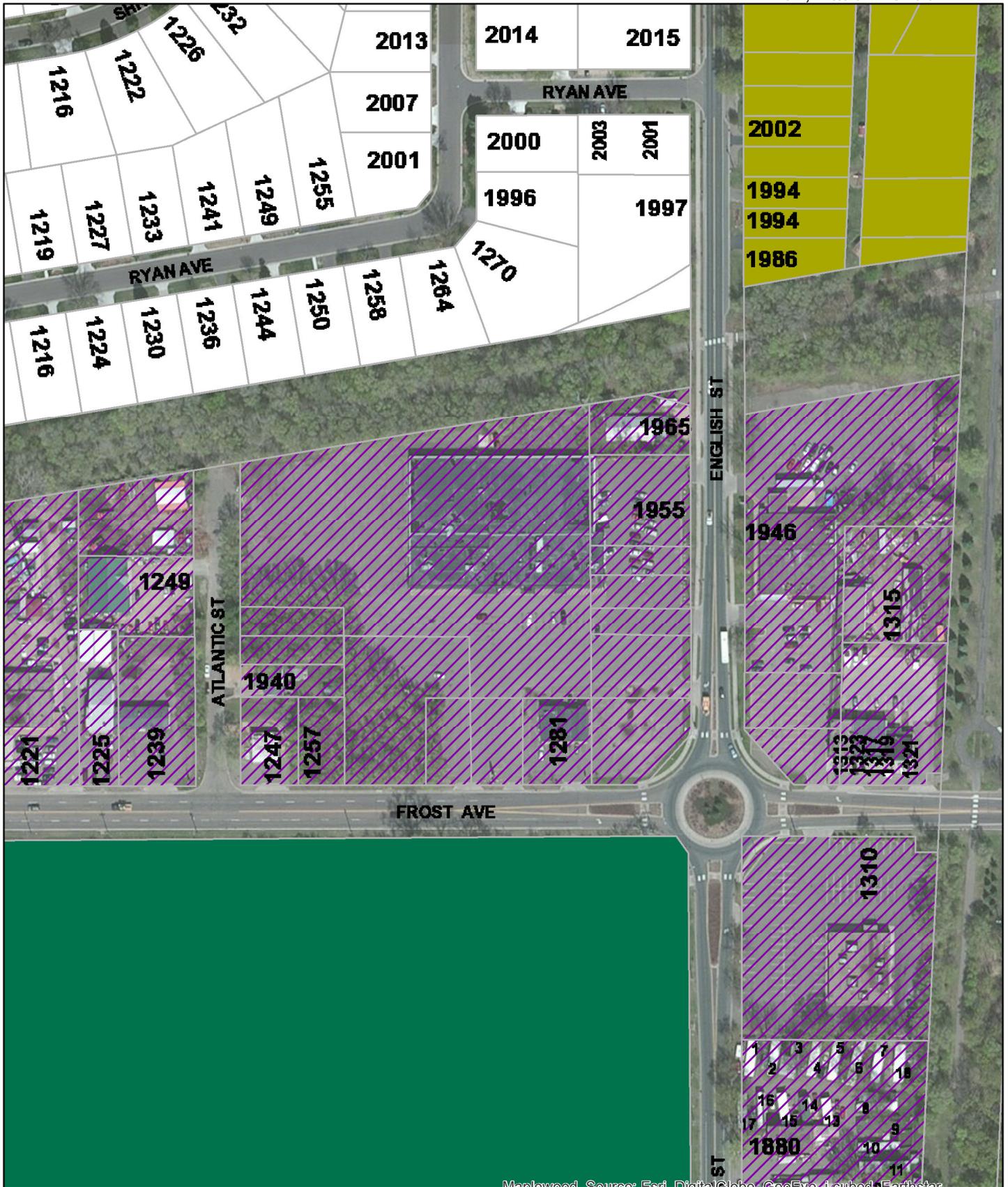


1955 English Street - Villages at Frost and English

Former Maplewood Bowl site - Land Use Map

Legend

- Low Density Residential
- Open Space
- Mixed Use



1955 English Street - Villages at Frost and English

Former Maplewood Bowl site - Zoning Map

Legend

- Mixed Use (mu)
- Single Dwelling (r1)
- Open Space/Park
- Double Dwelling (r2)

Vision and Guiding Principles

Vision and Guiding Principles

The Gladstone Master Plan will take years and in some cases decades to accomplish. With that kind of timeframe, it will be easy to lose sight of the “whys” of the various plan recommendations. A chapter of particular importance when wrestling with challenging decisions is the Vision and Guiding Principles chapter. There, one can always come back to the fundamental principles that will help guide sound decision-making.

Vision

According to an old story, two stonemasons were asked what they were doing. The first said, “I’m cutting this stone into blocks.” The second replied, “I’m on a team that is building a cathedral.”

This story describes the role of a vision in guiding growth and change in a neighborhood. Without a vision, redevelopment management works much like the first stonemason. New pieces are added or modified without a clear picture of what is being built. The vision provides the picture of the “cathedral” that the Gladstone Neighborhood seeks to become. Each development and redevelopment project must help to build the future, not just fit cleanly with the next “stone block”.

The vision is an overarching statement about the Gladstone Neighborhood in the future. It should be a statement about what this place aspires to be and should capture the essence of the future Gladstone Neighborhood. Guiding Principles represent the basic goals of the plan and reflect the expressed needs and desires of the people of the Gladstone

Neighborhood and Maplewood Community. The guiding principles are used to represent the community’s values and with the master plan should be used as a tool for guiding improvements and future development, evaluating proposals and furthering the Gladstone vision.

Gladstone Vision Statement

The vision for Gladstone is to be an inspiring, vital and stable neighborhood always striving to protect and portray its history, its sense of open space and ecological presence, and its qualities as a great neighborhood to live, play and work in.

Guiding Principles

Planning is a dynamic process, and as thorough and complete as the master plan may be, future development will not always mirror what is reflected in the master plan. The ultimate measure of the compatibility of a development proposal comes back to the guiding principles. The following principles were established:

- i Design the future of Gladstone as a “village”:** villages are marked by their organic building patterns, mixed & in-

i This chapter represents a set of fundamental principles that will help guide sound decision-making.



The master plan will take years and in some cases decades to accomplish. Planning must consider current and future populations.





J2, Attachment 4

tegrated land uses, intimate human-scale spaces and the presence of people.

ii Transform regional trails into celebrated village corridors: Gladstone is blessed with two relatively new regional trail corridors – over time, the village pattern can adjust to celebrate them rather than relegate them.

vii Make “walkability”

THE standard: design and maintenance for pedestrian connectivity, comfort and safety should be a top priority for all public and private spaces.



iv Make Gladstone a

compelling “quality of life” choice:

Gladstone should be a live/work/play environment that accentuates its inherent qualities with great design and lasting maintenance.



viii Think of Gladstone as a

neighborhood for all stages of life: Gladstone should accommodate all stages in life with life-cycle housing options, business and employment opportunities, transit accommodations and recreational alternatives.



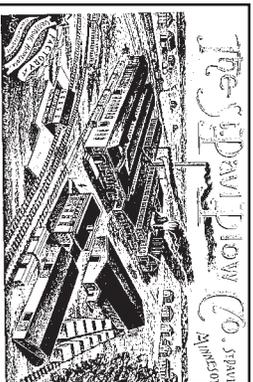
v Weave natural systems and ecological function into the built and recreational fabric: all village development should have the infrastructure to support its core functions as well as facilitate habitat value, rainwater infiltration, and resource cycling.



vi Allow Gladstone’s

future to whisper the story of its past:

Gladstone has a rich story to tell—designs for the future can function as an interpreter of the past.



ix Make the Gladstone master

plan a model for others to follow: Gladstone is the first redevelopment project of this magnitude for Maplewood and should provide a success story for future projects.

x Make multi-modal

links between Gladstone and areas beyond: Gladstone should embrace the transportation choices it has.



- Development should take advantage of views of the Savannah and should present a high quality design.
- Access to the development should be off of Edward Street.
- Buildings adjacent to Frost should front onto Frost Avenue.
- Buildings adjacent to park and open space areas should front on to the open space areas.



This area is anticipated to redevelop with predominantly attached townhome or rowhouse development patterns. Roughly 45 to 57 units are anticipated.

Frost Avenue North

This redevelopment site is located immediately north of the Savannah. It is bound by Frost Avenue, English Street, Gateway Trail and Hlcek Park. This represents the “core” area with the most intensity of all development in the master plan area. Commercial uses should be a focus in this area and should include opportunities for neighborhood retail services. Vertically mixed use structures are encouraged with residential over street level

commercial. Active store fronts/retail uses are desired to front along English Street and Frost Avenue to create a sense of activity and pedestrian friendliness. Frontage along English Street and Frost Avenue should be dominated by buildings or public plazas/spaces and not surface parking lots or excessive driveways. Market forces may challenge the ability to fill new retail spaces at the onset of redevelopment; however, the ability to convert office or residential uses at street level to future retail uses should be preserved. This is often referred to as “flexible architecture.” A challenge with this site is the integration of a bowling alley: The nature of a bowling alley use is inconsistent with the desired character of development in that its most typical form is a single story use with limited windows and architectural character. However, a successful bowling alley use can serve as a good anchor tenant that supports a critical mass necessary for a commercial presence. The master plan concept incorporates a concept of putting the bowling alley underground. This is feasible if other portions of the development can generate revenues to support a complicated construction process. Opportunity also exists for the bowling alley to remain on the site and allow new development to fill in around the bowling alley adjacent to Frost Avenue and English Street. Parking in the Frost Avenue North area will be served by a combination of underground parking, surface parking and on street parking along Frost and English.

Residential densities at the core area should be 20 to 30 units per acre with a range of building heights being 2 to 4 stories. Design features should be incorporated into 3rd and 4th floors that steps the building back to reduce the impact of multiple stories and be less imposing from the street view. The upper level units can be penthouse or urban lofts.

Key factors to consider in shaping redevelopment in this area include:

- Achieving a mix of neighborhood retail services fronting on Frost Avenue and English Street
- Incorporation of rainwater gardens, alternative pavement strategies, shared parking and other techniques to minimize surface water runoff and provide for treatment of runoff.
- Incorporation of recycled building materials, roof top gardens, solar energy systems and other sustainable building techniques that contribute to the educational and interpretive vision of the Gladstone Savanna.
- Flexibility to accommodate the bowling alley use and other local neighborhood retail businesses that desire to stay in the neighborhood.
- Redevelopment of the Frost Avenue North area has important financial relationships with the remainder of the Gladstone Neighborhood. Actual implementation efforts should explore ways that this project can provide financial resources to other parts of the master plan, particularly the improvement of Flicek Park and Frost Avenue.
- Development may orient toward the regional trails rather than back up to them.
- Building heights should be “stepped back” from the street as they grow in height.



Frost Avenue North is the area with the greatest intensity of development and the most critical mass of retail uses. It is anticipated that 205 to 292 units could develop in this area. The desired pattern of development is for building heights to step-back away from Frost and English, with taller structures on the interior of the blocks. Roughly 50,000 square feet of neighborhood retail could be accommodated here. The bowling alley is illustrated underground as an option and would be an additional 40,000 to 50,000 square feet.

The Villages at Frost-English – Description of Project

The Villages at Frost-English is a proposed 3-phase New Construction development located at the northwest corner of the intersection of English St and Frost Ave. The current use of the site is an abandoned bowling alley and parking lot.

The first phase will be a 4-story building with 50 units of 1, 2, and 3-bedroom layout options. Forty of the building's 50 units will be affordable and serve households at or below 60% of the Area Median Income, and 10 units will be available at Market Rate rent levels. Solid Ground (formerly East Metro Women's Council) will provide tailored resident services that will be funded through the project operating budget. The product design has taken into consideration the surrounding areas and neighborhoods into which it will blend seamlessly. The Villages will be built with high-quality materials and reflect energy-saving / green materials committed to within the Green Communities Certification Workbook.

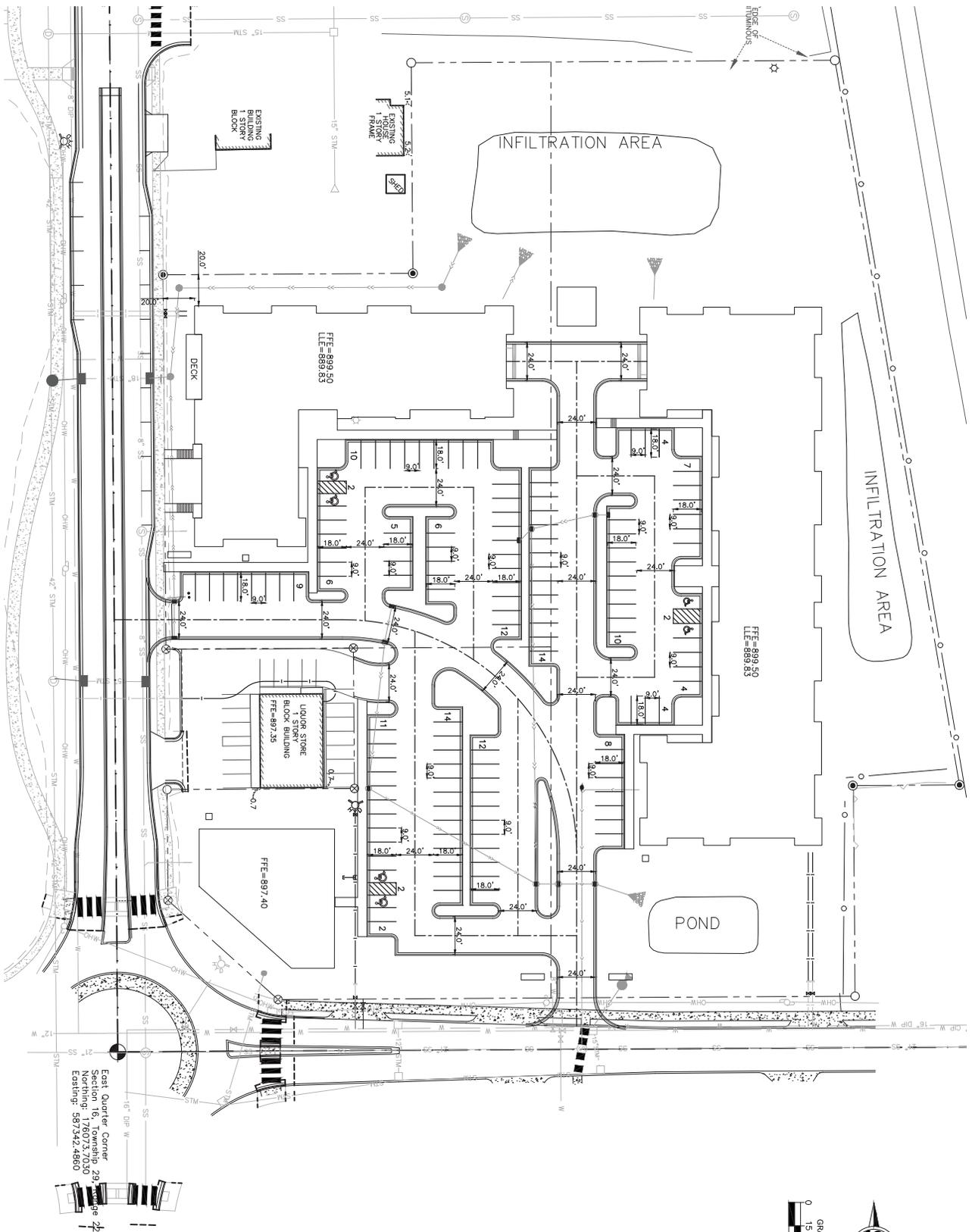
The apartments will include fully equipped kitchens (range/oven, refrigerator/freezer, dishwasher and microwave), ample natural light, durable flooring in the kitchens and bathrooms with carpet in the living rooms and bedrooms, balconies, and in-unit washer and dryers. The building will provide a community room with a TV lounge area, patio with grilling area, free common area Wi-Fi, a fitness center, and on-site management. The building will contain 50 units of underground parking and approximately 50 surface parking spaces.

Financing for Phase I includes an award of 9% housing tax credits from MHFA, a conventional loan, an LCDA grant, proposed TIF from the City of Maplewood, and HOME Funds from Ramsey County.

Phase II of the Villages will be an 80 unit multifamily building along the north portion of the property rented exclusively to seniors. The design of this building will be very comparable to the Phase I building and will include similar amenities and building components.

Phase III, which may be built at nearly the same time as Phase II, is an approximately 6,500 square foot commercial/retail building built on the very southeast corner of the site along the roundabout. A commercial/retail tenant(s) is/are yet to be finalized for this building.

We believe this development is in the City's best interest because it takes an unused/vacated parcel of land in a prominent location and breathes new life into it. The construction of three new buildings will bring approximately 130+ new residents to the area plus commercial space. Additionally, it helps activate the corridor along Frost Ave, the Gloster/Gladstone Park, and the Gateway State Trail. Furthermore, this new use would increase surrounding property values, maintain the character of the surrounding area, would not create excessive additional costs for public facilities, and would have minimal adverse environmental effects. The Villages is a an opportunity for a fresh start for this property and ensures the provision of quality rental housing for years to come.



C500
SITE PLAN

Rev. No.	Revision	Date

NOT FOR CONSTRUCTION

The Villages at Frost-English (Family)
 1955 English Street
 Maplewood, MN 55109
 Sherman Assoc. LLC
 233 Park Ave S
 Minneapolis, MN 55413
 (612) 332-3000
 www.sherman-associates.com

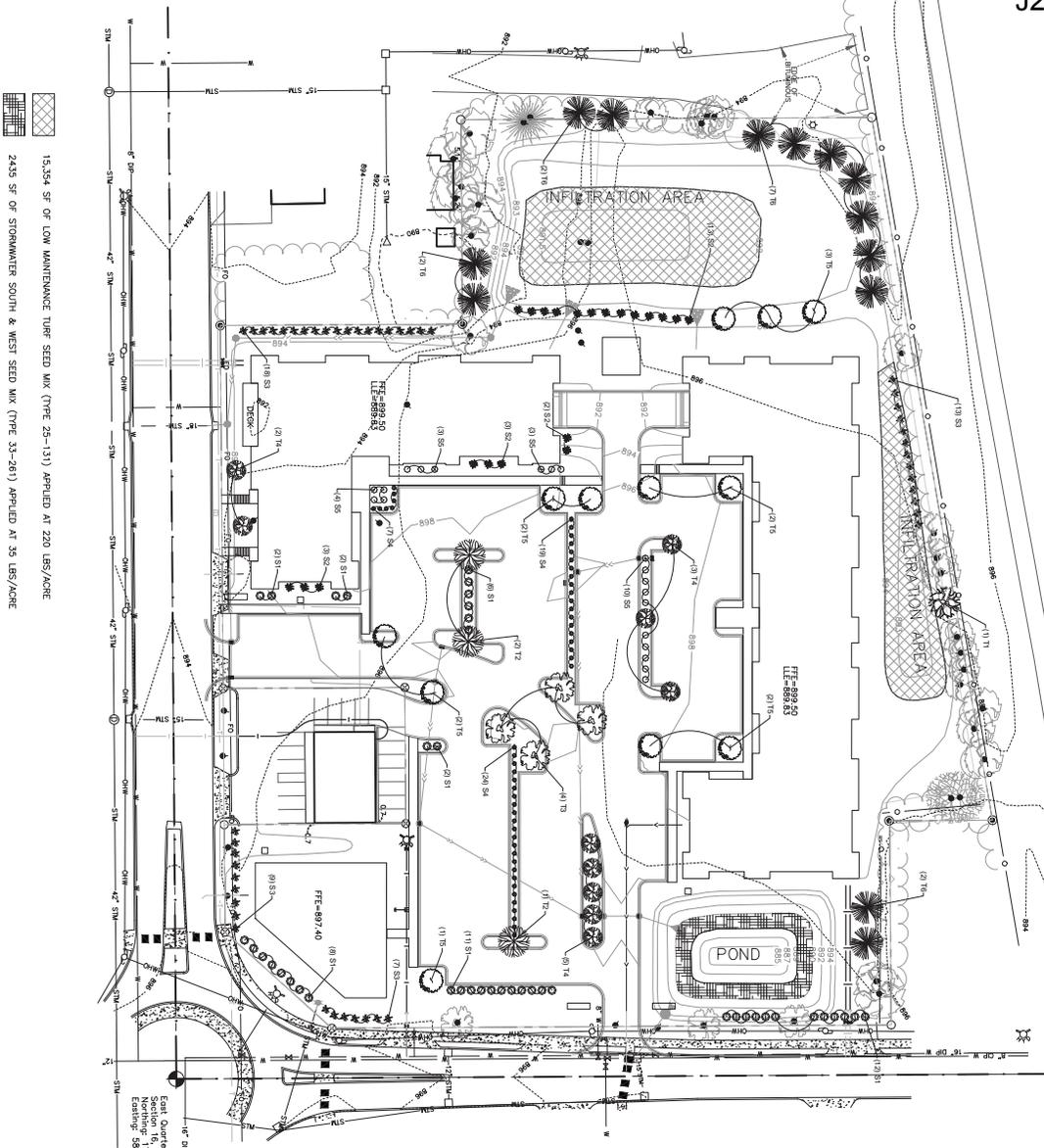
Project Number: 1444
 Drawn By: LMM
 Checked By: RMT

Electrical:
 Mechanical/Plumbing:
 Structural:

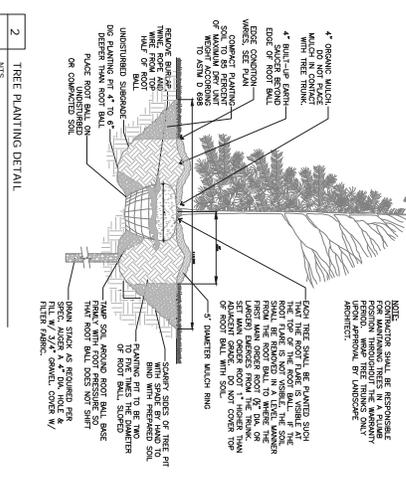
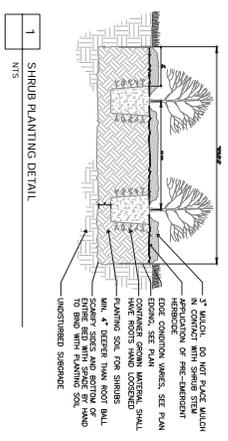


1301 American Blvd E, Suite 100
 Bloomington, MN 55425
 Tel: (612) 879-6000
 www.kaaswilson.com

Civil/landscape:
 Svalden Blue
 318 Cedar St
 St Paul, MN 55108
 Tel: (612) 792-0019
 svaldenblue.com



Quantity	ID	Common Name	Scientific Name	Size	Height	Width
43	S1	American Cornus Red Dogwood	<i>Cornus alba</i> Millberry 'Corynor'	8ft cont.	8'	8'
21	S2	Common American Yellowwood	<i>Xanthoxylum</i> Millberry 'Corynor'	8ft cont.	8'	8'
42	S3	Black Chokeberry	<i>Azoxia melanocarpa</i> Mill.	8ft cont.	8'	8'
50	S4	Chamaecyparis Fine Branch	<i>Chamaecyparis</i> 'Millberry'	8ft cont.	8'	8'
50	S5	Chamaecyparis Fine Branch	<i>Chamaecyparis</i> 'Millberry'	8ft cont.	8'	8'
TREES						
1	T1	Shawnee Yellow Oak	<i>Quercus bicolor</i>	2-2' Ball	50-60"	40"
4	T2	Shawnee Yellow Oak	<i>Quercus bicolor</i>	2-2' Ball	50-60"	40"
10	T3	Shawnee Yellow Oak	<i>Quercus bicolor</i>	2-2' Ball	50-60"	40"
10	T4	Shawnee Yellow Oak	<i>Quercus bicolor</i>	2-2' Ball	50-60"	40"
15	T5	Shawnee Yellow Oak	<i>Quercus bicolor</i>	2-2' Ball	50-60"	40"
15	T6	Shawnee Yellow Oak	<i>Quercus bicolor</i>	2-2' Ball	50-60"	40"



NOT FOR CONSTRUCTION

The Villages at Frost-English (Family)

1955 English Street
 Woodbury, MN 55109
 SHERRILL ASSOC. LLC
 233 PARK AVE S
 MINNEAPOLIS, MN 55413
 www.sherrill-assoc.com

Project Number: 1444
 Date: 01/20/2014
 Drawn By: LMM
 Checked By: BMT

1301 American Blvd E, Suite 100
 Bloomington, MN 55425
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 www.kaaswilson.com

Call/Landscape:
 508-888-8888
 51 Paul, MN 55101
 KIL (651) 294-0038
 solution@kaaswilson.com

Structural:
 508-888-8888

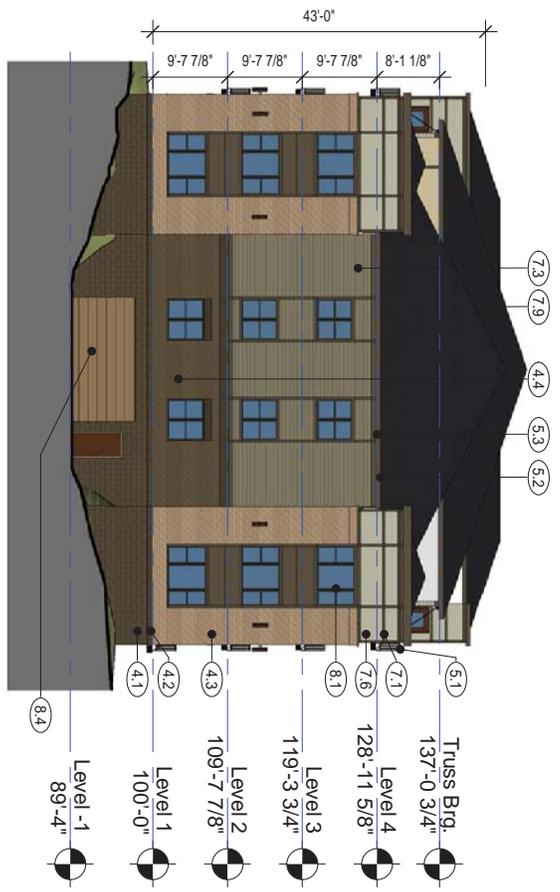
Mechanical/Plumbing:
 508-888-8888

Electrical:
 508-888-8888

Rev. No. Revision Date

L100
 LANDSCAPE PLAN

J2, Attachment 10



1 Mk - Elevation - NORTH 1
1/16" = 1'-0"



2 Mk - Elevation - NORTH 2
1/16" = 1'-0"

Exterior Material Tag Key

- (4.1) COLORED CMU BLOCK - ROCKFACE - COLOR 1
- (4.2) CMU SILL - COLOR: TBD
- (4.3) BRICK - UTILITY - COLOR 1
- (4.4) BRICK - UTILITY - COLOR 2
- (5.1) BALCONY - ALUMINUM RAIL
- (5.2) PREFINISHED ALUMINUM GUTTERS AND DOWNSPOUTS
- (5.3) PREFINISHED ALUMINUM SOFFIT AND FASCIA
- (7.1) SIDING - TRIM - COLOR 1
- (7.2) CFB LAP SIDING - COLOR 2
- (7.3) CFB LAP SIDING - COLOR 3
- (7.6) CFB TEXTURED PANEL - COLOR 2
- (7.9) ARCHITECTURAL ASPHALT SHINGELS
- (8.1) VINYL WINDOW - COLOR: WHITE
- (8.2) MAGIC PAK GRILL
- (8.4) GARAGE DOOR



The Villages at Frost-English (Family)

KORS
WILSON
ARCHITECTS
2704 AM AVENUE S. SUITE B
MINNEAPOLIS, MN 55425
TEL: (612) 879-6000
FAX: (612) 879-6666

Project Number: 1444
Issue Date: 02/02/2014
Revision Number:
Revision Date:

Elevation: A-07

J2 Attachment 10



1 MK - Elevation - EAST 1
1/16" = 1'-0"



2 MK - Elevation - EAST 2
1/16" = 1'-0"

NOTE: SEE SHEET A-07 FOR EXTERIOR MATERIALS TAG KEY.

KW
KOROS
WILSON
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2104 AM. AVENUE, S. SUITE B
MILWAUKEE, WI 53234
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The Villages at Frost-English (Family)

Project Number: 1444
Issue Date: 02/02/2014
Revision Number:
Revision Date:

Elevations
A-08

J2, Attachment 10



1 Mk - Elevation - SOUTH
1/16" = 1'-0"

NOTE: SEE SHEET A-07 FOR EXTERIOR MATERIALS TAG KEY.



2 Mk - Elevation - WEST
1/16" = 1'-0"

KW
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WILSON
ARCHITECTS
2104 4th Avenue S, Suite B
Atlanta, GA 30334
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Fax: (678) 879-6866

The Villages at Frost-English (Family)

Project Number: 1444
Issue Date: 02/02/2014
Revision Number:
Revision Date:

Elevation:
A-09d



Kaas
Wilson
architects

Villages of Frost-English - Phase 1
Maplewood, MN

View from Frost Avenue, facing Northwest
updated: 3/23/2015

Engineering Plan Review

PROJECT: Villages at Frost & English – 1955 English Street
PROJECT NO: 14-21

COMMENTS BY: Jon Jarosch, P.E. – Staff Engineer

DATE: 2-26-2015

PLAN SET: Engineering plans dated 1-2-2014
 Preliminary Plat dated 2-3-2015
 Site survey dated 10-15-2014

REPORTS: Storm Water Management Report – Dated 2-19-2015

The applicant is proposing to redevelop the Maplewood Bowl site via a three phase project. The applicant is requesting design approval for the site plan, along with plat approval.

As the amount of disturbance on this site is greater than 0.5 acre, the applicant is required to meet the City's stormwater quality, rate control, and other stormwater management requirements. There is a thirty-one percent reduction in impervious surfaces proposed on this site. The submitted stormwater management plan depicts the project meeting the City's requirements as it pertains to infiltration and rate control.

This review does not constitute a final review of the plans, as the applicant will need to submit construction documents for final review, along with ratified agreements, prior to issuing building and grading permits.

The following are engineering review comments on the design and act as conditions prior to issuing permits:

Drainage and Stormwater Management

- 1) The project shall be submitted to the Ramsey-Washington Metro Watershed District (RWMWD) for review. All conditions of RWMWD shall be met.
- 2) The applicant is proposing the use of infiltration to meet water quality requirements. As such, the applicant shall submit copies of geotechnical information (soil borings, infiltrations tests, etc.) to support the infiltration rates shown in the hydraulic calculations.
- 3) Construction details shall be provided for the infiltration areas.
- 4) The infiltration rate noted in the storm-water management report is 0.05 inches per hour and is inadequate to meet the 48-hour drawdown requirement. The applicant shall verify that the infiltration rate utilized is correct. It may be necessary to adjust the design to

ensure the infiltration basins draw down to surface level within a 48 hour timeframe. It should be noted that the maximum depth allowed for infiltration practices is 2-feet.

- 5) The applicant shall provide storm sewer pipe sizing details for all onsite storm sewer.
- 6) The overall project site is shown to meet the City's rate control requirements. The applicant shall provide additional details ensuring that rate control is being met for the sub-drainage areas of the project. The applicant shall work with the City to meet the intent of the City's stormwater ordinance and standards.
- 7) The pond at the northeast corner of the development is in close proximity to the Phase II senior facility. As such, it is of great importance to ensure the hydraulics in this area are paid particularly close attention. In particular, it appears that the emergency overflow for the pond is at or above 896 feet in elevation. According to the City's standards, the lowest floor elevation of the building shall be a minimum of 1-foot above the emergency overflow. The applicant shall review the grading and hydraulics in this area. The applicant shall work with the City Engineer to meet the intent of the City's stormwater ordinance and standards.
- 8) The applicant shall provide information ensuring the Phase II senior facility is protected from the lateral movement of water through the soil due to the close proximity with the proposed pond.
- 9) Emergency overland overflows shall be identified on the plans for the pond and infiltration basins. Similarly, the high-water level (HWL) and normal water level (NWL) shall be noted on the plans.
- 10) The applicant shall provide further grading details depicting the area between the west infiltration basin and the underground parking entrance drives. The applicant shall ensure that the grading in this area prevents the infiltration basin from overflowing into the parking garages.
- 11) The applicant shall note whether the existing catch basin near the entrance off of English Street is proposed to be removed or reused in the final layout.
- 12) Sumped manholes (typically 3-foot deep sumps) or other pre-treatment devices shall be provided immediately upstream of the pond and infiltration basins to protect from sedimentation.

Grading and Erosion Control

- 13) All slopes shall be 3H:1V or flatter.

- 14) The proposed infiltration area shall be protected from sedimentation throughout construction.
- 15) Inlet protection devices shall be installed on all existing and proposed onsite storm sewer until all exposed soils onsite are stabilized. Additionally, storm sewer inlets along Atlantic Street, English Street, and Frost Avenue shall be protected throughout construction.
- 16) Atlantic Street, English Street, and Frost Avenue shall be swept as needed to keep the road clear of sediment and construction debris.
- 17) Perimeter control, such as silt-fence or bio-roll, shall be installed around the liquor store property to prevent construction related sediment or debris from entering the property. Any construction related materials that leave the construction site onto adjoining properties shall be removed by the contractor immediately.
- 18) All pedestrian facilities shall be ADA compliant.
- 19) A copy of the project SWPPP and NDPEs Permit shall be submitted prior to the issuance of a grading permit.
- 20) The SWPPP included in the plans currently notes the use of underground storage chambers under part "D." The SWPPP shall be reviewed and updated to ensure it is specific to this project.
- 21) A dedicated concrete washout area/method shall be provided per MPCA rules.
- 22) Stabilized construction entrances shall be placed at all entry/exit points to the site, including the access off of Atlantic Street.
- 23) The Applicant shall provide a phasing plan that details a schedule of the projects progression as it relates to stormwater pollution prevention. Temporary stabilization of exposed soils is likely necessary between the time the existing site infrastructure is removed and the various phases of the development are completed.

Sanitary Sewer and Water Service

- 24) Sanitary sewer service piping shall be schedule 40 PVC or SDR 35.
- 25) The proposed water service modifications are subject to the review and conditions of Saint Paul Regional Water Services (SPRWS). The applicant shall submit plans and specifications to SPRWS for review and meet all requirements they may have prior to the issuance of a grading permit by the City.

- 26) The applicant shall note whether or not the proposed water service and fire hydrant, shown north of the Phase III commercial building, is to be public or private. If public, a utility easement shall be provided.
- 27) The applicant shall be responsible for paying any SAC, WAC, or PAC charges related to the improvements proposed with this project. Appropriate fees shall be charged during the permitting process.

Other

- 28) The plans shall be signed by a professional engineer currently licensed in the State of Minnesota.
- 29) The applicant shall ensure the site is navigable and accessible by emergency service vehicles.
- 30) A 40-foot wide sanitary sewer easement (Document No. 1800344) is shown on the site survey but is not shown on the preliminary plat drawing. The plans shall be updated to show whether or not this easement is to be vacated.
- 31) The plat shall be updated to include standard 5-foot wide drainage and utility easements along lot lines adjoining other plats or properties. The plat shall also be updated to show 10-foot drainage, utility, and sidewalk easements along all lot lines adjoining public ways.
- 32) Agreements or easements between the three proposed lots are necessary to address the drainage, utilities, roads, and parking lots that cross lot lines within the proposed development. These agreements shall detail the shared usage and responsibilities of each lot as it pertains to these common amenities, including long-term maintenance. A copy of these agreements shall be provided to the City of Maplewood.
- 33) Two trees are shown to be removed along Frost Avenue in front of the liquor store property. The applicant shall review the need for these tree removals, and if found necessary, coordinate their removal with the property owner.
- 34) A monitoring well is noted at the front of the existing Maplewood Bowl building. The applicant shall provide information on this well, specifically whether or not it has been sealed per Minnesota Department of Health requirements.
- 35) A right-of way permit shall be submitted for any work within the public right-of-way.
- 36) The Owner shall sign a maintenance agreement, prepared by the City, for all storm water treatment devices (sumps, storm sewer, infiltration basins, ponds, etc.).

- 37) The applicant shall provide information regarding the restoration of the areas not proposed for seeding or planting beds. Are all other areas proposed to be sodded?

The following comments were provided by the City's Natural Resources Coordinator, Virginia Gaynor.

General Comments on Large Infiltration Basins

Large infiltration basins will ideally be planted with deep-rooted native plants. The city requires a portion of the basin to be *planted* rather than *seeded*; typically a minimum of 5000 square feet of plantings are required on large basins. Using plants rather than seeds hastens establishment and provides a better chance of successful establishment. Basin bottoms and lower elevations almost never establish successfully from seed since the seed is washed away when stormwater flows into the basin.

Contractors typically take one of three approaches to plant material for large basins:

1. Plant shrubs in the bottom of the basin and seed the slopes. A 10,000 square foot bottom would require about 275 shrubs planted 6' apart. Large shrubs such as highbush American cranberry can be planted at this spacing; most shorter shrub species require closer spacing. If shrubs are planted, they would be mulched with shredded hardwood mulch.
2. On sites that don't need immediate aesthetic appeal, a combination of seed and plugs is sometimes used. The basin is seeded with a native seed mix, then grasses, sedges, and flowers and are planted in the bottom of the basin 18" apart (about 2250 plants for 5000 sq ft). This spacing of plants does not provide full coverage, it just helps ensure establishment of native species in the basin bottom in case seed is washed away.
3. Plant portions of the basin slopes to better integrate the basin into the site design. This may include shrub beds, perennials (native or non-native), or a combination of trees, shrubs, and perennials. These beds would be mulched and maintained as landscaped areas. For the bottom, do a combination of seeding and planting as explained in #2 above.

Requirements:

1. The City would like to see a minimum of 5000 sq ft of planted areas for each of the two infiltration areas.
2. Provide a landscape drawing for each infiltration basin, including list of species, container size, spacing, and quantities.
3. If proposing seeding the bottom of the basins, provide explanation of measures that will be taken to ensure seed does not wash away.
4. For any area using a native seed mix (ex: pond slopes), provide information on maintenance for planting year, Year 2 and Year 3, addressing what maintenance activities will be required and what entity (developer, owner, etc.) will take on this responsibility. (See attached note regarding Native Seedings.)

If you have questions about plant selection for infiltration basins or about native seeding, please contact Ginny Gaynor at 651-249-2416.

A Note on Using Native Seed Mixes

Seeding and establishing vegetation from a native seed mix is very different from, and more difficult than, establishing turf. It is essential the applicant, owner, and groundskeeper understand what they are facing. Here are some important things to know about native seedings:

- a. The city signs off on native seedings when native species establish, not when the *cover crop* establishes. This is typically two to three years after seeding. Escrow to cover the vegetation establishment is typically not released until the prairie vegetation has established. Portions of the escrow may be released if the applicant is on track with maintenance of the prairie vegetation.
- b. For the first two or three years after seeding, a prairie or basin will have more weeds than native vegetation. It will look very weedy and the owner may need to educate people about the establishment process to make this weedy phase more acceptable.
- c. For native seedings, Maplewood strongly recommends that applicants contract with a company that specializes in native seedings, rather than a turf contractor or landscaper.
- d. Maplewood strongly recommends that applicants enter into a 2 or 3-year maintenance contract with their native seeding specialist to ensure successful establishment of the native vegetation.
- e. Native seedings require maintenance, especially the first few years after seeding. Every site responds differently, but maintenance typically includes:
 - i. Year of planting/Year 1: When weeds or cover crop reach 12"-15" high, cut vegetation with flail mower 5"- 6" high. Expect to mow about once per month if seeded in June.
 - ii. Year 2: Mow once or twice this year when weeds reach 12"-15". Monitor site for weeds and cut back weeds that threaten the success of the seeding (thistle, spotted knapweed, yellow and white sweet clovers, etc.). May need to spot spray selected weeds.
 - iii. Year 3: Selective weed management (cutting and/or spraying). In fall, evaluate establishment of natives and reseed if necessary.

- END COMMENTS -

Environmental Review

Project:	The Villages at Frost-English
Date of Plans:	January 2, 2014
Date of Review:	March 2, 2015
Location:	1955 English Street
Reviewers:	Shann Finwall, Environmental Planner (651) 249-2304, shann.finwall@ci.maplewood.mn.us

Background:

The project redevelops the Maplewood Bowl site at 1955 English Street into a mixed-use housing and commercial development. The site is located within the City's Gladstone Area Redevelopment Plan and Mixed-Use Zoning District. The project must comply with the City's tree preservation ordinance and landscape requirements as specified in the Mixed-Use Zoning District.

Tree Preservation Ordinance:

Maplewood's tree preservation ordinance describes a significant tree as a hardwood tree with a minimum of 6 inches in diameter, an evergreen tree with a minimum of 8 inches in diameter, and a softwood tree with a minimum of 12 inches in diameter. A specimen tree is any tree that is 28 inches in diameter or larger.

The ordinance requires any significant tree removed during redevelopment of the site to be replaced based on a tree mitigation calculation. The calculation takes into account the size of a tree removed versus overall significant trees situated on the property.

The ordinance encourages the preservation of specimen trees.

Tree Removal: The tree inventory plan shows 45 significant trees on the site, equaling 678 diameter inches. Redevelopment of the site will result in the removal of 14 significant trees (equaling 177 diameter inches). Four of the 14 trees removed are located in the Frost Avenue right-of-way and are being removed as part of the City's Gladstone Area Phase 2 street improvements. Two of the 14 trees removed are located in the English Street right-of-way to accommodate the new driveway into the site.

Tree Replacement: Because the applicant is able to preserve two specimen trees and many significant trees located on the north and west side of the site, the City's tree mitigation calculation for redevelopment of this site only requires the replacement of 16 caliper inches (8 – 2" caliper trees). The landscape plan shows 43 new trees planted on the site, equaling 90 caliper inches of replacement trees. In addition, the City will be installing five trees along the Frost Avenue right-of-way as part of the Gladstone Phase 2 street improvements. The applicant meets the City's tree replacement requirements, but should submit a revised landscape plan showing additional details as outlined below.

Mixed Use Zoning District Landscape Requirements:

1. All areas of land not occupied by buildings, parking, driveways, sidewalks or other hard surface shall be sodded or mulched and landscaped with approved ground cover, flowers, shrubbery and trees.
2. Hard-surfaced areas, including sidewalks and patios, must include amenities such as benches, planters and bike racks.
3. For parking lots consisting of 20 or more spaces, interior landscape islands are required. Interior landscape islands shall be at a rate of one landscape island for every ten parking spaces. Landscaping areas located along the perimeter of a parking lot beyond the curb or edge of pavement shall not be included toward satisfying this requirement. Landscape islands shall be a minimum of 144 square feet in area and shall be a minimum of eight feet in width, as measured from back of curb to back of curb. The landscape islands shall be improved as follows:
 - a. One overstory tree with a trunk size a minimum of two-and-one-half inches in caliper shall be provided for every landscape island.
 - b. A minimum of 50 percent of every landscape island shall be planted with an approved ground cover in the appropriate density to achieve complete cover within two years. Mulch may only be used around the base of the plant material to retain moisture.
4. Perimeter landscape or pedestrian walls are required for all parking lots and shall be established along the road and edges of the parking lot. The landscape treatment or pedestrian wall shall run the full length of the parking lot and be located between the property line and the edge of the parking lot as follows:
 - a. Perimeter parking lot landscaping adjacent the road shall be at least ten feet in width, as measured from the property line or edge of a private road to the back of curb.
 - b. The primary plant materials used in perimeter parking lot landscaping adjacent the road shall be over story trees. Ornamental trees, shrubs, hedges and other plant materials may be used to supplement the over story trees, but shall not be the sole contribution to such landscaping.
 - c. Perimeter parking lot landscaping along the rear and sides of a parking lot (not adjacent the road) shall be planted with a minimum of 50 percent ground cover approved by the city to achieve complete cover within two years. Mulch may only be used around the base of the plant material to retain moisture.
 - d. In lieu of, or in addition to, perimeter parking lot landscaping, a pedestrian wall along the perimeter of the parking lot may be constructed. The pedestrian wall is limited to four feet in height, must be at least 80 percent opaque and must be architecturally compatible to the principal building or development.

5. Over story trees are required at regular intervals along the road to help define the road edge, to buffer pedestrians from vehicles and to provide shade. The over story trees shall be located in a planting strip at least five feet wide between curb and sidewalk, or in a planting structure of design acceptable to the city.

Tree Preservation Recommendation:

1. Revised Landscape Plan - The applicant should submit a revised landscape plan showing the following details:
 - a. Sidewalk to be constructed along Frost Avenue.
 - b. Trees to be installed along Frost Avenue right-of-way as part of the Gladstone Phase 2 street improvements.
 - c. Addition of at least two trees to be installed by the applicant in or near the English Street right-of-way to replace the two trees removed with the construction of the driveway.
 - d. Landscape requirements per the Mixed-Use Zoning District including:
 - 1) Landscape Islands:
 - a) One overstory tree with a trunk size a minimum of two-and-one-half inches in caliper shall be provided for every landscape island.
 - b) A minimum of 50 percent of every landscape island shall be planted with an approved ground cover in the appropriate density to achieve complete cover within two years. Mulch may only be used around the base of the plant material to retain moisture.
 - 2) Perimeter Parking Lot Landscaping:
 - a) The primary plant materials used in perimeter parking lot landscaping adjacent the road shall be over story trees. Ornamental trees, shrubs, hedges and other plant materials may be used to supplement the over story trees, but shall not be the sole contribution to such landscaping.
 - 3) Over story trees are required at regular intervals along the road to help define the road edge, to buffer pedestrians from vehicles and to provide shade. The over story trees shall be located in a planting strip at least five feet wide between curb and sidewalk, or in a planting structure of design acceptable to the city.

DRAFT
MINUTES OF THE MAPLEWOOD PLANNING COMMISSION
1830 COUNTY ROAD B EAST, MAPLEWOOD, MINNESOTA
TUESDAY, MARCH 17, 2015

5. PUBLIC HEARING

b. 7:00 p.m. or later: Approval of a Conditional Use Permit and a Lot Division, Villages at Frost-English, 1955 English Street North

- i. Planner, Michael Martin gave the report on the Villages at Frost-English and answered questions of the commission.
- ii. Link Wilson, Kaas Wilson Architects, 2104 – 4th Ave S., Ste B, Minneapolis, addressed and answered questions of the commission.
- iii. Shane LaFave, Sherman Associates, LLC, 233 Park Ave S., Minneapolis, addressed and answered questions of the commission.

Acting Chairperson Arbuckle opened the public hearing.

1. Patrick Horan, 2034 Hazelwood St., Maplewood.
2. Sharon Jackelen, 2001 Chambers St., Maplewood.
3. Mike Herron, 1106 Ryan Ave E., Maplewood.
4. Ryan Besadny, 1270 Ryan Ave E., Maplewood.
5. Jan Sundgaard, 1865 Clarence St., Maplewood.
6. Nancy Embertson, 1996 Chambers St. N., Maplewood.

Acting Chairperson Arbuckle closed the public hearing.

Commissioner Tripler would like to recommend an amendment adding item f. to the staff conditions stating: *If possible the applicant shall step back the fourth floor on the building elevation facing Frost Avenue to be consistent with the goals and objectives of the Gladstone Neighborhood Master Plan.*

The commission was agreeable to adding condition f. to the staff recommendations.

Commissioner Tripler moved to approve the conditional use permit resolution attached. This resolution approves the conditional use permit for a four-story multi-family residential building. Approval is subject to the following conditions: **(changes or additions are in bold and underlined)**

- 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 February 26, 2015 review.
- b. All construction shall follow the plans date-stamped February 23, 2015, 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. This approval is for the phase one, 50-unit multi-family building only. Any future phases with buildings taller than 35-feet or three stories must seek separate approval for a conditional use permit.
- d. 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.
- e. The city council shall review this permit in one year.
- f. **If possible the applicant shall step back the fourth floor on the building elevation facing Frost Avenue to be consistent with the goals and objectives of the Gladstone Neighborhood Master Plan.**

Seconded by Commissioner Bierbaum.

Ayes – All

Commissioner Tripler moved to approve the lot division request to subdivide the 5.5 acre property located at 1955 English Street, which currently consist of 12, into three parcels. This lot division approval is subject to the following conditions:

- a. Satisfy the requirements set forth in the staff report authored by staff engineer Jon Jarosch, dated February 26, 2015.
- b. Prior to issuance of a grading or building permit for development on the new lots the following must be submitted to staff for approval:
 - 1) Proof that Ramsey County has recorded the lot division.
 - 2) A signed certificate of survey showing the location of all property lines.

Seconded by Commissioner Ige.

Ayes – All

The motion passed.

This item goes to the CDRB March 24, 2015 and to the City Council on April 13, 2015.

DRAFT
MINUTES OF THE MAPLEWOOD COMMUNITY DESIGN REVIEW BOARD
1830 COUNTY ROAD B EAST, MAPLEWOOD, MINNESOTA
TUESDAY, MARCH 24, 2015

6. DESIGN REVIEW

b. Approval of Design Review, Villages at Frost-English, 1955 English Street North

- i. Planner, Mike Martin gave the report on the Villages at Frost-English and answered questions of the board.
- ii. Shane LaFave, Sherman Associates, 233 Park Avenue South, Minneapolis, addressed the board.
- iii. Architect, Link Wilson, Kaas Wilson Architects, 1301 American Blvd. E., Ste. 100, Bloomington, gave a presentation for the proposal and answered question of the board.
- iv. Planning Commissioner, Dale Trippler addressed the board as a member of the Gladstone Neighborhood Task Force and the Planning Commission.

Boardmember Kempe moved to approve the design plans for the 50-unit multi-family building and the site plan for the Villages at Frost-English, date-stamped February 23, 2015, for the redevelopment project located at 1955 English Avenue. Approval is subject to the applicant doing the following: **(changes or additions are in bold and underlined)**.

- a. Repeat this review in two years if the city has not issued a building permit for this project.
- b. Satisfy the requirements set forth in the staff report authored by staff Engineer Jon Jarosch, dated February 26, 2015.
- c. Satisfy the requirements set forth in the staff report authored by Environmental Planner, Shann Finwall, dated March 2, 2015.
- d. Prior to issuance of a grading or building permit, the applicant must submit to staff for approval the following items:
 1. Verification of The Villages at Frost-English lot division has been recorded.
 2. Have the city engineer approve final construction and engineering plans. These plans shall comply with all requirements as specified in the city engineering department's February 26, 2015, review.
 3. The applicant shall submit to staff for approval a revised landscape plan showing the following details:
 - a. Addition of at least two trees to be installed by the applicant in or near the English Street right-of-way to replace the two trees removed with the construction of the driveway.
 - b. Landscape requirements per the Mixed-Use Zoning District including:

- i. Landscape Islands:
 - 1. One overstory tree with a trunk size a minimum of two-and-one-half inches in caliper shall be provided for every landscape island.
 - 2. A minimum of 50 percent of every landscape island shall be planted with an approved ground cover in the appropriate density to achieve complete cover within two years. Mulch may only be used around the base of the plant material to retain moisture.
- ii. Perimeter Parking Lot Landscaping:
 - 1. The primary plant materials used in perimeter parking lot landscaping adjacent the road shall be over story trees. Ornamental trees, shrubs, hedges and other plant materials may be used to supplement the over story trees, but shall not be the sole contribution to such landscaping.
- iii. Overstory trees are required at regular intervals along the road to help define the road edge, to buffer pedestrians from vehicles and to provide shade. The overstory trees shall be located in a planting strip at least five feet wide between curb and sidewalk, or in a planting structure of design acceptable to the city.
- 4. Enter into a developer's agreement with the city which will cover the installation of all public improvements surrounding and within the property.
 - 1. Sign a maintenance agreement for the ongoing maintenance of all required rainwater gardens and infiltration basins.
 - 6. A cash escrow or an irrevocable letter of credit for all required exterior improvements. The amount shall be 150 percent of the cost of the work.
 - 7. Revise the Frost Avenue building elevation stepping the fourth floor back from the rest of the building.
 - 8. Revise the photometric plan showing code compliance and height of all light fixtures.
- e. The applicant shall complete the following before occupying the building:
 - 1. Replace any property irons removed because of this construction.
 - 2. Provide continuous concrete curb and gutter around the parking lot and driveways.
 - 3. Install all required landscaping and in-ground lawn irrigation system for all landscaped areas.
 - 4. Install all required outdoor lighting.

- 5. Install all required sidewalks and trails.
- f. If any required work is not done, the city may allow temporary occupancy if:
 - 1) The city determines that the work is not essential to the public health, safety or welfare.
 - 2) The above-required letter of credit or cash escrow is held by the City of Maplewood for all required exterior improvements. The owner or contractor shall complete any unfinished exterior improvements by June 1 of the following year if occupancy of the building is in the fall or winter or within six weeks of occupancy of the building if occupancy is in the spring or summer.
- g. The buildings for Phases Two and Three of the Villages at Frost-English development are required to be reviewed for design review by the community design review board.
- h. All work shall follow the approved plans. City staff may approve minor changes.
- i. **Approving the Frost Avenue building elevation submitted at the March 24, 2015 CDRB meeting that are date-stamped March 24, 2015.**
- j. **The J supports of the decks along Frost Avenue shall be screened by a masonry wall.**

Seconded by Boardmember Kempe.

Ayes – Chairperson Ledvina,
& Boardmember

Kempe

Nay – Boardmember

Shankar

The motion passed.

Boardmember Shankar said he would like to express why he voted nay. Boardmember Shankar said he respects the hard work done by members of the Gladstone Task Force but he said he sees the 8 inches setback as tokenism and the original design reading as a four story building and the new design as a three story building so in that regard he doesn't want to compromise his principles on the setback here.

This item goes to the city council on April 13, 2015. Boardmember Kempe said he will be present representing the planning commission so he will also represent the CDRB as well.

CONDITIONAL USE PERMIT RESOLUTION

WHEREAS, Shane LaFave, of Sherman Associates, has applied for a conditional use permit for a four-story building in a MU (mixed use) district.

WHEREAS, Sections 44-681 of the city ordinances requires a conditional use permit for residential buildings taller than 35 feet or three stories in a MU (mixed use) zoning district.

WHEREAS, this permit applies to the property located at 1955 English Street. The property's legal description is:

Lots 4, 5, 6, 7, 8, 9, 10, 11, 14, 15, 16, 17, 18, 19, 20, 21 and 22, Block 1, together with the vacated alley adjacent thereto and the East half of vacated Chambers Street adjacent thereto, and Lots 23, 24 and 25, Block 1, except the East 80 feet thereof, together with the vacated East half of vacated Chambers Street adjacent thereto. And Lots 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15 and 16, Block 2, together with the vacated alley adjacent thereto and the West half of vacated Chamber Street adjacent thereto, all in Lincoln Park, according to the recorded plat thereof, Ramsey County, Minnesota.

Lots 1, 2 and 3, Block 1, together with the East half of the vacated alley adjacent thereto, all in Lincoln Park, according to the recorded plat thereof, Ramsey County, Minnesota; excepting therefrom that part of said Lots 1, 2 and 3, Block 1, Lincoln Park, conveyed to the City of Maplewood by Quit Claim Deed dated August 19, 2002, filed December 15, 2004, as Document No. 3815861, and described as follows:

Beginning at the Southeast corner of Lot 1, Block 1, said Lincoln Park, according to the recorded plat thereof; thence Westerly along the South line of said Lot 1, a distance of 64.00 feet; thence Northeasterly to a point on the East line of said Lot 2, distant 70.00 feet North of the Southeast corner of said Lot 1, as measured along the East line of said Lots 1 and 2; thence Southerly along said East line of Lots 1 and 2, a distance of 70.00 feet to the point of beginning.

Lots 1, 2, 3, 4 and 5, Block 1, Kuhl's Rearrangement of Lots 1, 2, 3, 20, 21 and 22, Block 2, Lincoln Park, together with the vacated alley adjacent thereto and together with the West half of vacated Chambers Street adjacent thereto, according to the recorded plat thereof, Ramsey County, Minnesota.

And

Lots 17 and 18, Block 2, together with the West half of the vacated alley adjacent thereto, all in Lincoln Park, according to the recorded plat thereof, Ramsey County, Minnesota.

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

1. On March 17, 2015, 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 April 13, 2015, 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. 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 February 26, 2015 review.

2. All construction shall follow the plans date-stamped February 23, 2015, 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.
3. This approval is for the phase one, 50-unit multi-family building only. Any future phases with buildings taller than 35-feet or three stories must seek separate approval for a conditional use permit.
4. 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.
5. The Frost Avenue building elevation shall follow the plan submitted at the March 24, 2015 CDRB meeting, which steps the fourth floor back from the rest of the building.
6. The city council shall review this permit in one year.

The Maplewood City Council _____ this resolution on April 13, 2015

MEMORANDUM

TO: Melinda Coleman, City Manager

FROM: Michael Thompson, Public Works Director/City Engineer
Steve Lukin, Fire Chief

DATE: April 2, 2015

SUBJECT: Approval to Proceed with Preliminary Design Work, Fire Stations Remodeling Improvements, City Project 15-05

Introduction

The City Council will consider authorizing preliminary schematic design work and detailed building conditions survey work to proceed utilizing the professional services of SEH, Inc. for the potential remodeling/expansion of the Hazelwood and Gladstone Fire Stations, termed Fire Stations Remodeling Improvements, City Project 15-05.

Background/Discussion

The fire chief has been closely working with the SEH, Inc. on the idea of possibly remodeling and/or expanding the Hazelwood and Gladstone fire stations in order to better accommodate current and future needs as part of the overall fire department long term planning efforts.

The next step is to complete a full schematic design for both facilities and obtain detailed conditions such as structural integrity, HVAC systems, ADA compliance, and site constraints for example.

This effort is comparable to a feasibility study and will allow for an understanding of the possibilities for remodeling and/or expanding both stations and also provide an estimate of probable costs.

Budget Impact

The proposed scope of services agreement is \$30,000 and would be funded by proceeds from the sale of the old fire stations.

Recommendation

It is recommended the City Council authorize proceeding with preliminary design work for the Fire Stations Remodeling Improvements, City Project 15-05 and utilize the services of SEH, Inc. as the project architect. It is further recommended to authorize the fire chief to sign the agreement with SEH, Inc. in the amount of \$30,000.

Attachments

1. SEH, Inc. Agreement



Building a Better World
for All of Us®

March 31, 2015

RE: Remodel and Expansion of
Fire Stations #2 (Gladstone) and
3 (Hazelwood)
City of Maplewood
Maplewood, Minnesota

Mr. Steve Lukin
Fire Chief
City of Maplewood
1955 Clarence Street
Maplewood, MN 55109

Dear Mr. Lukin:

This Supplemental Letter Agreement No. 117 is an extension of and in accordance with the Standard Agreement for Professional Engineering Services between the City of Maplewood (City) and Short Elliott Hendrickson Inc. (SEH®). This supplemental agreement pertains to professional services for the remodeling/expansion of the Fire Stations #2 (Gladstone) and # 3 (Hazelwood).

Project Understanding

1. **Project Description:** The project consists of finalization of the schematic design for remodeling/expansion of Fire Stations No. 2 (Gladstone) and Fire Station No. 3 (Hazelwood) to accommodate the needs of the Fire Department as identified in the City's Capital Improvement Plan (CIP).
2. **Project Phasing:** The first phase of the work will involve updating the floor plans completed in 2014 in conjunction with the Fire Station No. 1 design, and completing a full schematic design for both facilities. The object of this first phase will be to confirm the building program and develop accurate estimates of probable cost to facilitate the City's implementation of improvements.
3. **Work not included in contract:** Work not included as part of this agreement includes detailed design, construction documents, bidding and construction. These services will be addressed as a part of separate supplemental letter agreements as the project progresses.

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 3535 Vadnais Center Drive, St. Paul, MN 55110

SEH is 100% employee-owned | sehinc.com | 651.490.2000 | 800.325.2055 | 888.908.8166 fax

Mr. Steve Lukin
 March 31, 2015
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SCOPE OF WORK

Our architectural, engineering, and project management services include the following designated services. This chart defines the scope of service. Both Phase I Inventory/Assessment and Phase II Schematic Design will be completed for both fire stations as part of this proposal. Detailed Design, Construction Document, Bidding/Negotiations, and Construction Administration services will be defined and performed after the completion of Phase I and II work.

Scope Of Services	Responsibility			Remarks
	Arch/Eng.	Owner	Other	
Phase 1 - Inventory/Assessment of Existing Conditions				
Kickoff Meeting #1 – Review of Scope of Service and Current Floor Plans	X	X	X	May include Construction Manager (CM)
Measure Existing Facilities in Project Area	X			Completed as part of earlier work
Develop Drawings of Existing Facility	X			Completed as part of earlier work
Complete Existing Building Conditions Survey	X			Assessment/Conditions Report as deliverable document. Inventory/Assessment will utilize information from the City's recent Asset Management efforts, and will include more in-depth investigation of all building components as well as site issues.
Structural Integrity	X			
Regulatory Review	X			
Interior Finishes Integrity	X			
Mechanical Systems Integrity (HVAC, Plumbing)	X			
Electrical Systems (Power, Lighting,)	X			
Site Issues and Constraints	X			
Hazardous Materials		X	X	Owner is not aware of any haz mat conditions at time of proposal.
Phase 2 - Schematic Design				
Complete Interior Schematic Design	X			Interior Plan Layout refinements and Design Intent Narratives for each discipline as deliverable documents
Estimate of Probable Cost	X		X	May include CM
Estimate costs for subsequent phases of the work	X		X	May include CM
Meeting #2 – Review of Final Schematic Designs and estimates of probable cost	X	X	X	May include CM

Compensation

The estimated fee for the schematic design services listed above is \$30,000, including reimbursable expenses and sub consultant costs. Compensation shall be on an hourly basis, based on the actual hours worked for SEH personnel assigned to the project, plus reimbursable expenses and actual costs billed to

Mr. Steve Lukin
 March 31, 2015
 Page 3 of 6

SEH from sub consultants (as necessary). The cost estimate is based on the project scope and schedule identified herein. Should the scope of services or the project schedule change substantially, we would expect to be compensated for additional services. The total estimated fee will not be exceeded without prior authorization from the City.

Schedule

Scope of Work - Gladstone	Preliminary Schedule
Inventory/Assessment	April 2015
Complete Schematic	May 2015
City Staff Review	May 2015
Complete Detailed Design	May/June 2015
Prepare Gladstone Construction Documents	June 2015
City Staff, Council Review	July 2015
Council Approval to Advertise Bid	July 2015
Bidding	July/August 2015
Contract Processing	August 2015
Construction	September 2015 – December 2015

Shaded areas are future tasks.

Scope of Work - Hazlewood	Preliminary Schedule
Inventory/Assessment	May 2015
Complete Schematic	June 2015
City Staff Review	July 2015
Complete Detailed Design	August 2015
Prepare Gladstone Construction Documents	August/September 2015
City Staff, Council Review	September/October 2015
Council Approval to Advertise Bid	October 2015
Bidding	November/December 2015
Contract Processing	December/January 2015
Construction	March 2016 – October 2016

Shaded areas are future tasks.

Project Team

At SEH we are fortunate to have a broad range of professionals, with experts in many fields. The project team has a wealth of internal resources to draw upon as needed. Our project team is available to start on this project upon written approval of this proposal. We would like to meet with you at your earliest convenience to establish communication plans and discuss project issues.

The project team and roles are:

Mr. Steve Lukin
March 31, 2015
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Scott Blank, AIA, NCARB – Project Manager. Mr. Blank heads our Architectural Design Team in Minnesota. He will ensure that your project and service expectations are clearly understood and that the full resources of SEH are available to help the project team meet and exceed those expectations.

Justin Mankowski, LEED AP, CDT – Lead Designer. He will continue his facility design relationship with City staff to ensure that Maplewood Standards for design, material selection and scheduling are consistent across all projects within the City facilities.

Tom Honer, P.E., MEP - Tom will develop the mechanical and plumbing drawings and specifications, and fire protection design criteria related to both projects, as well as developing the electrical drawings and specifications related to power and lighting for each project.

Ben Wolf, P.E., Structural Engineer - Ben will provide all structural engineering drawings and specifications required for building modifications for both projects.

Professional Project Management (PPM) – PPM will assist in the preparation of estimates of probable cost for both projects.

Summary

This letter represents the entire understanding between you and SEH in respect to the project and may only be modified in writing, signed by both parties. We look forward to working with you on this project. If this letter proposal satisfactorily sets forth the conditions of our agreement, please sign in the space below and return one copy to our office. Thank you again for the opportunity to propose these services.

Sincerely,

SHORT ELLIOTT HENDRICKSON. INC.



Scott A. Blank, AIA, NCARB
Project Manager



Mark L. Lobermeier, PE
Client Service Manager

Accepted this _____ day of _____, 2015

City of Maplewood

By: _____

Title: _____

Mr. Steve Lukin
 March 31, 2015
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Future Services

	Responsibility			Remarks
	Arch/ Eng.	Owner	Other	
Detailed Design Phase				
Project Administration	X			
Kickoff Meeting #1 – Review of Basis of Design assumptions and Inventory/Assessment – Phase 1	X	X		SEH Team will review the discoveries following detailed inventory.
Architectural Systems Development	X			Includes exterior building shell development
Structural Systems Development	X			
Plumbing Systems Development	X			
HVAC Systems Development	X			
Electrical Systems Development	X			
Interior Systems Development	X			
Meeting #2 – Review of Design Development Documents	X	X		
Architectural Revisions and Development	X			
Structural Revisions and Development	X			
M/E/P Revisions and Development	X			
Materials Selection	X			
Outline Specifications	X			
Estimate of Probable Cost	X			
Meeting #3 - Final Owner Review	X	X		
Owner's authorization to proceed	X			
Construction Document Phase				
Project Administration	X	X		
Architectural Documents	X			
Structural Documents	X			
Plumbing Documents	X			
HVAC Documents	X			
Electrical Documents	X			
Interior Finishes Bidding Documents	X			
Schedules	X			
Materials Selection	X			
Specifications	X			
Updated Estimate of Probable Cost	X			
Meeting #4 - Owner Review of 50% Construction Documents	X	X		

Mr. Steve Lukin
 March 31, 2015
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	Responsibility			Remarks
	Arch/ Eng.	Owner	Other	
Development of Construction Documents	X			
Meeting #5 - Owner Review of 100% Construction Documents	X	X		
Regulatory Review/Approval	X			
Bidding & Negotiations Phase				
Coordination for S.A.C for Met Council Requirements			X	
Project Administration	X			If requested by Owner, hard copy plans distributed to plan houses will be considered a reimbursable expense.
Bidding Document Distribution to Plan Houses	X			Posted and/or published by SEH.
Invitations to Bid	X			Bidding documents will be digitally bid via posting on SEH website. Printed documents are available to contractor for a fee.
Advertisements For Bid Preparation	X			
Addenda	X			
Meeting #6 - Pre-Bid Meeting	X			SEH will host the pre-bid walk through for interested contractors.
Meeting #7 - Attend Bid Opening	X			
Bidding/Negotiations	X			
Analysis of Alternates/Substitutions	X			
Bid Evaluation/Recommendation	X			
Prepare Construction Contract Agreements				
Contract Administration Phase				
Pre-Construction Meeting	X			
Project Administration	X			
Shop Drawings Review/Approval	X			
Change Orders	X			
Payment Requests Review	X			
Meeting # 8 thru 20: Onsite Observations	X			
Meeting #21: Final Punch list Walkthrough.	X	X		
Project Closeout	X			
Coordination of Utility Data, Cable, Phone and Security		X		
Commissioning		X		

MEMORANDUM

TO: Melinda Coleman, City Manager
FROM: Paul Schnell, Chief of Police
DATE: April 2, 2015
SUBJECT: Approval of Resolution in Support of the Permanent Retirement of Maplewood Police Department Badge #357 Belonging to Sergeant Joseph Bergeron

Introduction

The Maplewood Police Department intends to permanently retire the badge of Sergeant Joseph Bergeron and seeks City Council support of this action.

Background

May 1, 2015, marks the 5-year anniversary of the line of duty death of Maplewood Police Sergeant Joseph Bergeron. As part of the police department's commitment to "never forget" Sergeant Joseph Bergeron's memory and sacrifice, we plan to permanently retire badge number 357 (along with the corresponding 57 series).

The department plans to present the retired badge to Sergeant Bergeron's wife, Gail, and two daughters, Samantha and Alexandra at an upcoming department meeting.

Budget Impact

No adverse budgetary impact.

Recommendation

It is recommended that the City Council resolve support for the permanent retirement of Maplewood Police Department Badge #357 belonging to Sergeant Joseph Bergeron.

Attachments

1. Resolution

**Resolution in Support of the Permanent Retirement of
Maplewood Police Department Badge #357
Belonging to Sergeant Joseph Bergeron**

WHEREAS, Sergeant Joseph Bergeron began his service as a Maplewood Police Officer on September 17, 1984 and was issued badge number 457; and

WHEREAS, based upon his qualification and the quality of his service, he was promoted to the rank of Police Sergeant in May of 1988, and

WHEREAS, upon his promotion his badge number was changed to 357 reflecting his elevation to the rank of Sergeant; and

WHEREAS, on May 1, 2010, Sergeant Bergeron was killed in the line of duty while searching for a robbery suspect; and

WHEREAS, May 1, 2015, will mark the 5-year anniversary of Sergeant Bergeron's death; and

WHEREAS, this anniversary calls us to rededicate our commitment to the memory of Sergeant Bergeron, his service, importantly his surviving family members; and

WHEREAS, the Maplewood Police Chief has directed that Badge 357 and the corresponding 57 series be permanently retired and assigned only to Sergeant Joseph A. Bergeron; and

WHEREAS, the Maplewood Police Department seeks a Resolution in Support of the permanent retirement of Badge #357 and the 57 series.

NOW, THEREFORE, BE IT RESOLVED, the Maplewood City Council lends full support for the permanent retirement of Maplewood Police Department Badge #357 belonging to Sergeant Joseph Bergeron and request entry of this action in the Maplewood Police Department Policy Manual for purposes of historical recordkeeping.

Adopted this 13th day of April, 2015,

Nora Slawik, Mayor

Attest:

Karen Haag, City Clerk

MEMORANDUM

TO: Melinda Coleman, City Manager
FROM: Karen Haag, Citizen Services Director
DATE: April 8, 2015
SUBJECT: Consideration of a Secondhand Dealer License for Better Used Thrift Store, 1990 County Road D East

Introduction

Hans Lindstrom, on behalf of Piercing Hearts Ministry, DBA Better Used Thrift Store has submitted an application for a Secondhand Dealer License; the business will be located at 1990 County Road D East.

Background

Secondhand dealer licenses are typically approved by city staff upon completion of the required license application and payment of and completion of a background investigation of the applicant.

Secondhand Dealer License is governed by Article XII – Pawnbrokers, Secondhand and Antique Dealers and Currency Exchange Businesses.

Section 14-740 of this code indicates the following:

Sec. 14-740. - Denial, suspension or revocation.

Any license under this article may be denied, suspended or revoked for one or more of the following reasons:

- (7) Violation within the preceding five years, of any law relating to theft, damage or trespass to property, sale of a controlled substance, or operation of a business.*

During the application process Mr. Lindstrom was very forthcoming that he has had past criminal convictions related to theft. During the background investigation it was noted that his last arrest and conviction dates back to 2004. Since that time there have been no further arrests.

As stated above, any violation within the preceding five years, of any law relating to theft would automatically disqualify Mr. Lindstrom from obtaining the license. Even though it has been much longer than five years, city staff is requesting that the applicant come before the city council for approval based on his past record and the type of license being applied for.

Recommendation

Consider approval of the Secondhand Dealer License for Hans Lindstrom to operate Piercing Hearts Ministry, (DBA Better Used Thrift Store) located at 1990 County Road D East.

City of Maplewood
City Council Meeting Sign-Up Sheet
For Agenda Items and Visitor Presentations

*By putting your name and address on this sheet, you are
indicating which agenda item you would like to discuss with
the City Council*

Date: April 13, 2015

	<u>Name - First & Last</u> <i>(please print clearly)</i>	<u>Address</u>	<u>Agenda Item</u>
1.	<u>Bob Zick</u>	<u>NSP</u>	<u>J2</u>
2.	<u>Bob Zick</u>	<u>NSP</u>	<u>L</u>
3.	<u>Mark Bradley</u>	<u>2164 Woodlawn Ave</u>	<u>J2</u>
4.	<u></u>	<u></u>	<u></u>
5.	<u></u>	<u></u>	<u></u>
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13.	<u></u>	<u></u>	<u></u>
14.	<u></u>	<u></u>	<u></u>
15.	<u></u>	<u></u>	<u></u>

MEMORANDUM

TO: City Council

FROM: Melinda Coleman, City Manager

DATE: April 7, 2015

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. April 27th
Workshop – Regional Council of Mayors Presentation given by Myles Shaver from the University of Minnesota and Peter Frosch from Greater MSP
2. May 4th , 4:00 pm
Workshop – Council Staff Retreat, Part 2
3. May 11th
Workshop – 2014 Audit Report; MCC Asset Management Plan; Discussion/Consideration of Council/Employee Solicitation Policy
4. May 26th
 Meeting date changed from May 25th for Memorial Day Holiday

Budget Impact

None.

Recommendation

No action required.

Attachments

None.