

***A reception for incoming council members Robert Cardinal and Marvin Koppen will be held at city hall before the council meeting beginning at 6:30 p.m. The public is invited to attend.***

**AGENDA**  
**MAPLEWOOD CITY COUNCIL**  
7:00 P.M. Monday, January 9, 2012  
City Hall, Council Chambers  
Meeting No. 01-12

**A. CALL TO ORDER**

**B. PLEDGE OF ALLEGIANCE**

1. *Acknowledgement of Maplewood Residents Serving the Country.*

**C. ROLL CALL**

Mayor's Address on Protocol:

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

**D. APPROVAL OF AGENDA**

**E. APPROVAL OF MINUTES**

1. Approval of December 5, 2011 City Council Meeting Minutes
2. Approval of December 12, 2011 City Council Workshop Minutes
3. Approval of December 12, 2011 City Council Meeting Minutes

**F. APPOINTMENTS AND PRESENTATIONS**

1. Administration of the Oath of Office – Marvin Koppen
2. Administration of the Oath of Office – Robert Cardinal

**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 Annual Renewal of Club, Off-Sale, On-Sale and Wine Liquor Licenses
3. Approval of Currency Exchange Annual Renewal for EZ Cash
4. Authorization to Make Payment for Eden Systems Yearly Support Contract
5. Approval of 2012 Youth Service Bureau Service Agreement
6. Approval of Resolution Directing Modification of Existing Construction Contract, Change Order No. 4, Hills and Dales Area Street Improvement, City Project 09-15
7. Approval of Resolution Reducing Retainage on Existing Construction Contract, Hills and Dales Area Street Improvements, City Project 09-15
8. Approval of 2012 Gas and Diesel Fuel Contracts with Yocum Oil
9. Approval of Designation of Depositories for Investments
10. Approval of 2011 Payment to Firefighters Pension Fund

**H. PUBLIC HEARINGS**

**I. UNFINISHED BUSINESS**

**J. NEW BUSINESS**

1. Approval of Rules and Procedures for City Council and Council Meetings
2. Approval of 2012 Public Hearing Policies and Procedures
3. Consideration of 2012 City Council Appointments
4. Resolution Ordering Preparation of Feasibility Study, Rice Street Improvements, City Project 11-28

**K. VISITOR PRESENTATIONS**

**L. AWARD OF BIDS**

**M. ADMINISTRATIVE PRESENTATIONS**

**N. COUNCIL PRESENTATIONS**

**O. ADJOURNMENT**

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

**RULES OF CIVILITY FOR OUR COMMUNITY**

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



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

1. The following amounts of taxes be levied for 2011, payable in 2012, upon the net tax capacity in said City of Maplewood, for the following purposes:

|                              |                     |
|------------------------------|---------------------|
| General Fund                 | \$12,265,420        |
| Ambulance Service            | 350,000             |
| Community Center             | 460,000             |
| Recreation Programs          | 175,000             |
| Capital Improvement Projects | 145,000             |
| Fire Truck Replacement       | 50,000              |
| Public Safety Expansion      | 200,000             |
| Debt Service                 | 3,521,933           |
| <b>TOTAL LEVY</b>            | <b>\$17,167,353</b> |

2. In addition, there is a \$686,170 market value based referendum levy for 2011 payable in 2012 to finance the debt service on the 2002 Open Space Refunding Bonds and the 2004 Fire Safety Refunding Bonds. This results in a total certified levy of \$17,853,523.
3. The net tax capacity based levy of \$3,521,933 for Debt Service and the market value based referendum levy of \$686,170 total \$4,208,103. This is a net decrease of \$1,689,827.91 in the scheduled levy of \$5,897,930.91. The breakdown by Debt Service Fund is attached.

Seconded by Councilmember Juenemann                      Ayes – All

The motion passed.

Councilmember Nephew moved to approve the Resolution Adopting a Budget for 2012.

RESOLUTION 11-12-658  
ADOPTING A BUDGET FOR 2012

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, MINNESOTA that a budget for 2012 is hereby adopted as outlined in the following summary:

|                                    | OPERATING<br>BUDGET | CAPITAL<br>IMPROVEMENTS<br>BUDGET | DEBT<br>SERVICE<br>BUDGET | TOTAL          |
|------------------------------------|---------------------|-----------------------------------|---------------------------|----------------|
| Revenues                           | \$32,505,390        | \$1,851,430                       | \$6,910,900               | \$41,267,720   |
| Net other increases<br>(decreased) | (1,576,490)         | 586,830                           | 989,660                   | \$0            |
| Expenditures                       | (32,079,330)        | (1,218,610)                       | (9,743,150)               | (\$43,041,090) |
| Net change in fund<br>balance      | (\$1,150,430)       | \$1,219,650                       | (\$1,842,590)             | (\$1,773,370)  |

BE IT FURTHER RESOLVED that the department appropriations totaling \$32,079,330 as listed in the budget booklet are hereby approved for the 2012 Operating Budget.

BE IT FURTHER RESOLVED that the following appropriations are hereby approved for the 2012 Capital Improvements Budget:

|  |             |
|--|-------------|
| CAPITAL IMPROVEMENT PROJECTS                     | \$100,010   |
| FIRE TRUCK REPLACEMENT FUND                      | 1,200       |
| LEGACY VILLAGE TAX ABATEMENT DISTRICT            | 3,750       |
| OPEN SPACE                                       | 30,030      |
| PARK DEVELOPMENT                                 | 705,230     |
| PUBLIC SAFETY EXPANSION                          | 200,000     |
| RIGHT-OF-WAY                                     | 200         |
| TAX INCREMENT HOUSING DISTRICT #1-1              | 500         |
| TAX INCREMENT HOUSING DISTRICT #1-2              | 500         |
| TAX INCREMENT HOUSING DISTRICT #1-3              | 500         |
| TAX INCREMENT HOUSING DISTRICT #1-4              | 600         |
| TAX INCREMENT HOUSING DISTRICT #1-5              | 600         |
| TAX INCREMENT HOUSING DISTRICT #1-6              | 78,720      |
| TAX INCREMENT HOUSING DISTRICT #1-7              | 21,040      |
| TAX INCREMENT HOUSING DISTRICT #1-8              | 72,020      |
| WATER AVAILABILITY CHARGE – N. ST. PAUL          | 1,550       |
| WATER AVAILABILITY CHARGE – ST. PAUL             | 2,160       |
|  | \$1,218,610 |
| TOTAL CAPITAL IMPROVEMENTS BUDGET APPROPRIATIONS |             |

BE IT FURTHER RESOLVED that the Finance Manager shall establish a budget for each public improvement project when the Council orders the project and that the budget amounts shall be recorded at amounts specified in the feasibility study for the project.

BE IT FURTHER RESOLVED that the following appropriations are hereby approved for the 2012 Debt Service Budget:

|             |  |
|-------------|--|
| \$6,825,000 | Principal                                |
| 2,898,430   | Interest                                 |
| 7,310       | Paying Agent Fees                        |
| 8,670       | Fees for Service                         |
| 3,740       | Investment Management Fees               |
| \$9,743,150 | TOTAL DEBT SERVICE BUDGET APPROPRIATIONS |

BE IT FURTHER RESOLVED that the above budgets for Governmental Funds are hereby adopted for financial reporting and management control.

BE IT FURTHER RESOLVED that the above budgets for all other funds are hereby adopted for management purposes only.

BE IT FURTHER RESOLVED that the transfer of appropriations among the various accounts, within a fund, shall only require the approval of the Manager or his designee. However, City Council approval is required for transfers from contingency accounts.

BE IT FURTHER RESOLVED that all appropriations which are not encumbered or expended at the end of the fiscal year shall lapse and shall become part of the unencumbered fund balance which may be appropriated for the next fiscal year except appropriations for capital improvement projects which shall not lapse until the project is completed or canceled by the City Council.

Seconded by Councilmember Koppen      Ayes – All

The motion passed.

**F. UNFINISHED BUSINESS**

None.

**G. NEW BUSINESS**

None.

**H. ADJOURNMENT**

Mayor Rossbach adjourned the meeting at 7:34 p.m.

DRAFT



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

**A. CALL TO ORDER**

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

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

|                                   |         |
|-----------------------------------|---------|
| Will Rossbach, Mayor              | Present |
| Kathleen Juenemann, Councilmember | Present |
| Marvin Koppen, Councilmember      | Present |
| James Llanas, Councilmember       | Present |
| John Nephew, Councilmember        | Present |

**D. APPROVAL OF AGENDA**

Councilmember Juenemann added M1 Appreciation to Council Presentations.  
 City Manager Antonen added F4 Fish Creek Presentation to Appointments and Presentations.  
 Mayor Rossbach added M2 Last Word to Council Presentations.

Councilmember Llanas moved to approve the agenda as amended.

Seconded by Councilmember Koppen                      Ayes – All

The motion passed.

**E. APPROVAL OF MINUTES****1. Approval of November 28, 2011 City Council Meeting Minutes**

Councilmember Juenemann moved to approve the November 28, 2011 City Council Meeting Minutes as submitted.

Seconded by Councilmember Llanas                      Ayes – All

The motion passed.

**F. APPOINTMENTS AND PRESENTATIONS****1. Presentation Of Plaque to Outgoing Councilmember Nephew From Ramsey County League Of Local Government and Presentation of Appreciation of Service from the Maplewood City Council (No Report)**

Mayor Rossbach gave an appreciation speech and presented a Certificate of Appreciation plaque from the Ramsey County League of Local Governments. Councilmember Nephew was also

presented with a clock from the City of Maplewood, city council and city staff in appreciation of his service.

**2. Bryan Nagel (Maplewood Street/Storm Superintendent), Superintendent of the Year Award, Presented by Minnesota Public Works Association**

Deputy Public Works Director Thompson presented the staff report. Mark Hansen and Judd Genereaux presented Bryan Nagel with the Minnesota Public Works Association Superintendent of the Year Award. Public Works Street/Storm Superintendent Nagel accepted the Award and gave a speech of appreciation.

**3. Commissioner Appointments**  
**a. Business & Economic Development Commission**  
**b. Planning Commission**

Assistant City Manager Ahl presented the staff report.

Councilmember Nephew moved to approve the Resolution appointing Gary A. Kloncz to the Business & Economic Development Commission and Gary A. Pearson to the Planning Commission.

RESOLUTION 11-12-659

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

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

Business & Economic Development Commission

- Gary A. Kloncz, term expires September 30, 2014

Planning Commission

- Gary A. Pearson, term expires December 31, 2014

Seconded by Councilmember Koppen                      Ayes – All

The motion passed.

**4. Fish Creek Presentation**

Ron Cockriel addressed the council and gave a presentation and presented a fish plaque to the City of Maplewood and a string of toy fish to Councilmember Nephew.

**G. CONSENT AGENDA**

Councilmember Llanas moved to highlight consent agenda item G12 Resolution Accepting Donation from East St. Paul Parks Lions.

Councilmember Nephew asked for some addition information on consent agenda item G2 Approval of 2012 SCORE Funding Grant Application.

Councilmember Nephew moved to approve agenda items.

Seconded by Councilmember Juenemann                      Ayes – All

The motion passed.

**1. Approval of Claims**

Councilmember Nephew moved to approve the Approval of Claims.

ACCOUNTS PAYABLE:

|                 |   |
|-----------------|---|
| \$ 219,639.40   | Disbursements via debits to checking account dated 11/21/11 thru 11/25/11 |
| \$ 382,331.61   | Checks # 85877 thru # 85987 dated 11/28/11 thru 12/6/11                   |
| \$ 453,630.74   | Disbursements via debits to checking account dated 11/28/11 thru 12/2/11  |
| <hr/>           |   |
| \$ 1,055,601.75 | Total Accounts Payable  |

PAYROLL:

|                        |   |
|------------------------|---|
| \$ 511,124.96          | Payroll Checks and Direct Deposits dated 11/25/11               |
| \$ 2,375.01            | Payroll Deduction check # 9985563 thru # 9985565 dated 11/25/11 |
| <hr/>                  |   |
| \$ 513,499.97          | Total Payroll   |
| <hr/>                  |   |
| <u>\$ 1,569,101.72</u> | <u>GRAND TOTAL</u>  |

Seconded by Councilmember Juenemann                      Ayes – All

The motion passed.

**2. Approval of 2012 SCORE Funding Grant Application**

Environmental Planner Finwall presented the staff report and answered questions of the council.

Councilmember Nephew moved to approve the 2012 SCORE Funding Grant Application in the amount of \$78,753.

Seconded by Councilmember Juenemann                      Ayes – All

The motion passed.

**3. Approval of Transfers to Close Funds for Capital Improvement Projects for 2011**

Councilmember Nephew moved to approve the Transfers to Close Funds for Capital Improvement Projects for 2011 listed in the staff report.

Seconded by Councilmember Juenemann                      Ayes – All

The motion passed.

**4. Approval of Transfers for 2011**

Councilmember Nephew moved to approve the Transfers for 2011 listed in the staff report.

Seconded by Councilmember Juenemann                      Ayes – All

The motion passed.

**5. Approval of Fire Department to Purchase a Used Vehicle**

Councilmember Nephew moved approve the Expenditure of up to \$30,000 for the Fire Department to Purchase a Used Vehicle.

Seconded by Councilmember Juenemann                      Ayes – All

The motion passed.

**6. Approval to Purchase of Survey Truck and 1½ ton Truck**

Councilmember Nephew moved to approve to Enter into Contract with the Vendors Listed in the Staff Report for the Purchase of a Survey Truck and 1½ ton Truck.

Seconded by Councilmember Juenemann                      Ayes – All

The motion passed.

**7. Approval of Amendment No. 8 to Saint Paul Regional Water Service Agreement**

Councilmember Nephew moved to approve Amendment No. 8 to the Agreement between the St. Paul Board of Water Commissioners and the City of Maplewood; and Authorize the Mayor and City Manager to Sign Amendment No. 8.

Seconded by Councilmember Juenemann                      Ayes – All

The motion passed.

**8. Approval of Resolution Directing Schedule Extension, Change Order Number 1, Gladstone Phase I Improvements, City Project 04-21**

Councilmember Nephew moved to approve the Resolution Approving the Extension of the Project Schedule for the Gladstone Area Phase I Improvements, City Project 04-21, and Authorize the Mayor and City Manager to Sign Change Order 1.

RESOLUTION 11-12-660  
DIRECTING MODIFICATION OF EXISTING CONSTRUCTION CONTRACT  
PROJECT 04-21, CHANGE ORDER NO. 1 – SCHEDULE EXTENSION

WHEREAS, the City Council of Maplewood, Minnesota has heretofore ordered made Improvements Project 04-21, Gladstone Area Phase I Improvements, and has let a construction contract pursuant to Minnesota Statutes, Chapter 429, and

WHEREAS, it is now necessary and expedient that said contract be modified and designated as Improvement Project 04-21, Change Order No. 1.

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

1. The mayor and city manager are hereby authorized and directed to modify the existing contract by executing said Change Order No. 1 which is an extension of the project schedule from November 25, 2011 to June 30, 2012.

Adopted by the Maplewood City Council on this 12th day of December 2011.

Seconded by Councilmember Juenemann                      Ayes – All

The motion passed.

**9. Approval of Resolution Reducing Retainage on Existing Construction Contract, Western Hills Area Street Improvements, City Project 10-14**

Councilmember Nephew moved to approve the Resolution Directing the City Engineer to Reduce Retainage on the Existing Construction Contract for City Project 10-14 to 1%.

RESOLUTION 11-12-661  
DIRECTING REDUCTION OF RETAINAGE ON EXISTING CONSTRUCTION CONTRACT  
PROJECT 10-14

WHEREAS, the City Council of Maplewood, Minnesota has previously ordered Improvement Project 10-14, Western Hills Area Street Improvements, and has let a construction contract pursuant to Minnesota Statutes, Chapter 429, and

WHEREAS, the contractor, T.A. Schfisky and Sons, Inc., has requested, by written notice, a reduction in contract retainage,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MAPLEWOOD, MINNESOTA that the retainage within the construction contract is hereby authorized to be reduced, at the discretion of the City Engineer, from 5% to 1%.

Adopted by the council on this 12<sup>th</sup> day of December, 2011

Seconded by Councilmember Juenemann                      Ayes – All

The motion passed.

**10. Approval of Resolution for Implementation of Revenue Ruling 2004-55 Arrangement used with the Employee Long-Term Disability Plan and Amending Disability Plan and Summary Plan Documents**

Councilmember Nephew moved to approve the Resolution for Implementation of Revenue Ruling 2004-55 Arrangement used with the Employee Long Term Disability Plan, Amending Disability Plan and Summary Plan Documents, and the Summary Material Modification for Distribution to the Employees.

RESOLUTION 11-12-662

WHEREAS, the City of Maplewood (hereafter the "City") has an existing long-term disability (hereafter the "Plan") for the exclusive benefit of its employees as part of the City's employee benefits package, and

WHEREAS, the City now desires to designate the Plan as a Revenue Ruling 2004-55 Arrangement.

WHEREAS, this Ruling will provide employees the choice for tax certainty for any disability benefits that may be received from the Plan.

NOW THEREFORE BE IT RESOLVED THAT, effective the upcoming Plan year starting January 1, 2012 and all future Plan years, the Plan shall be and hereby is designated as a Revenue Ruling 2004-55 Arrangement such that it shall be operated and maintained in accordance with all requirements of such Revenue Ruling 2004-55;

FURTHER RESOLVED, that the Plan be amended in the form attached hereto, referred to as a Summary of Material Modification, as required to comply with the provisions of Revenue Ruling 2004-55;

FURTHER RESOLVED, that the designated person(s) for the City is authorized and directed to take any other action deemed necessary or helpful to implement this resolution including amending the Disability and Summary Plan documents;

FURTHER RESOLVED, that the City shall also provide the Summary of Material Modification document to all employees as part of their benefits package for the upcoming Plan year effective January 1, 2012 and all future Plan years.

Seconded by Councilmember Juenemann                      Ayes – All

The motion passed.

**11. Approval of Resolution for the Insurance Labor-Management Committee's Recommendations for Employee Insurance Benefits for 2012**

Councilmember Nephew moved to approve the Resolution for the Insurance Labor-Management Committee's Recommendation for Employee Insurance Benefits for 2012.

RESOLUTION 11-12-663

Be it resolved that the Maplewood City Council hereby affirms the recommendations of Insurance Labor Management Committee regarding 2012 employee insurance benefits for the City of Maplewood.

Approved this 12th day of December 2011.

Seconded by Councilmember Juenemann                      Ayes – All

The motion passed.

**12. Resolution Accepting Donation From East St. Paul Parks Lion**

Natural Resources Coordinator Gaynor presented the staff report and answered the questions of the Council.

Councilmember Nephew moved to approve the Resolution Accepting the Donation of Two Oak Trees Valued at \$500 to the Maplewood Nature Center from East St. Paul Park Lions.

RESOLUTION 11-12-664  
ACCEPTANCE OF DONATION

WHEREAS the City of Maplewood and the Parks and Recreation Department has received a donation of two large oak trees valued at \$500 to the Maplewood Nature Center.

NOW, THEREFORE, BE IT RESOLVED that the Maplewood City Council authorizes the City of Maplewood, Parks and Recreation to accept this donation.

Seconded by Councilmember Juenemann                      Ayes – All

The motion passed.

- 13. Governmental Accounting Standards Board (GASB) Statement 54 Implementation**
  - a. Adopt Fund Balance Policy**
  - b. Approve Resolution Committing Specific Revenue Sources in Special Revenue Funds**

Councilmember Nephew moved to Adopt the Fund Balance Policy and Approve the Resolution Committing Specific Revenue Sources in Special Revenue Funds.

RESOLUTION 11-12-665  
COMMITTING SPECIFIC REVENUE SOURCES  
IN SPECIAL REVENUE FUNDS

WHEREAS, the Governmental Accounting Standards Board's Statement #54 definition of special revenue funds states that special revenue funds are used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditures for specified purposes other than debt service or capital projects; and,

WHEREAS, the term "proceeds of specific revenue sources" establishes that one or more specific restricted or committed revenues should be the foundation for a special revenue fund and comprise a substantial portion of the fund's revenues; and,

WHEREAS, investment earnings and transfers from other funds do not meet the definition of a specific revenue source; and,

WHEREAS, council action is required to formalize the commitment of the specific revenue sources to specified purposes.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Maplewood that effective December 12, 2011, the specific revenue source of each special revenue fund and the specific purposes for which they are committed are as follows, less any amounts that are classified as nonspendable or restricted by their nature:

| Special Revenue Fund    | Specific Revenue Sources  | Committed For                    |
|-------------------------|---------------------------|----------------------------------|
| Charitable Gambling Tax | Charitable Gambling taxes | Charitable Gambling Tax requests |
| Recreation Programs     | 100% of fund balance      | Recreation programming           |
| Police Services         | 100% of fund balance      | Police activities                |
| Tree Preservation       | 100% of fund balance      | Tree preservation activities     |
| Taste of Maplewood      | 100% of fund balance      | Community activities             |

The Maplewood Area EDA and Federal Grants Funds are not listed above because they are subject to externally enforceable legal restrictions and are classified as restricted.

Seconded by Councilmember Juenemann                      Ayes – All

The motion passed.

- 14. Hazelwood Street and County Road D East Vacation of Excess Right-of-Way**
  - a. Approval of Agreement and Easements**
  - b. Authorization for Recording of Quit Claim Deeds**
  - c. Approval of Revised Vacation Resolution**

Councilmember Nephew moved to approve the Agreement and Easements, Authorize for Recording of Quit Claim Deeds and Approve the Revised Vacation Resolution.

RESOLUTION 11-12-666  
VACATION RESOLUTION

WHEREAS, the City applied for the vacation of the following:

All those parts of the easterly 33.00 feet of the Northwest Quarter of Section 3, Township 29, Range 22, Ramsey County, Minnesota, lying northerly of the southerly 2,075.00 feet of said Northwest Quarter of Section 3, and the right-of-way of Hazelwood Avenue (formerly Fisher Avenue), as dedicated by DORLE PARK, Ramsey County, Minnesota, according to the recorded plat thereof, and the right-of-way of Hazelwood Avenue, as dedicated by LEGACY VILLAGE OF MAPLEWOOD, Ramsey County, Minnesota, according to the recorded plat thereof, which lies southeasterly of "Line 1" and westerly of "Line 2". Said "Line 1" and "Line 2" are described as follows:

"Line 1" is parallel with and distant 60.00 feet southeasterly from the following described line:

Commencing at the northeast corner of said Northwest Quarter of Section 3; thence on an assumed bearing of North 89 degrees 46 minutes 45 seconds East, along the north line of the Northeast Quarter of said Section 3, a distance of 535.77 feet to the point of beginning of said line to be described; thence southwesterly a distance of 908.99 feet along a non-tangential curve concave to the southeast having a radius of 850.00 feet, a central angle of 61 degrees 16 minutes 20 seconds, and the chord of said curve bears South 59 degrees 08 minutes 34 seconds West and said line to be described there terminating.

"Line 2" is described as follows:

Commencing at the northeast corner of said Northwest Quarter of Section 3; thence on an assumed bearing of South 01 degrees 06 minutes 59 seconds East, along the easterly line of said Northwest Quarter of Section 3, a distance of 612.53 feet; thence North 20 degrees 26 minutes 54 seconds East a distance of 62.57 feet; thence northerly and northwesterly a distance of 300.00 feet along a tangential curve concave to the west having a radius of 267.00 feet and a central angle of 64 degrees 22 minutes 38 seconds to the point of beginning of said "Line 2"; thence southeasterly and southerly, along the previously described curve, a distance of 300.00 feet; thence South 20 degrees 26 minutes 54 seconds West a distance of 104.74 feet; thence southerly a distance of 94.09 feet along a tangential curve concave to the east having a radius of 250.00 feet and central angle of 21 degrees 33 minutes 53 seconds to the northerly line of the southerly 2,075.00 feet of said Northwest Quarter of Section 3 and said "Line 2" there terminating.

WHEREAS, the history of this vacation is as follows:

1. On March 15, 2011, the planning commission held a public hearing. The city staff published a notice in the Maplewood Review. The planning commission gave everyone at the hearing a chance to speak and present written statements.

2. On April 11, 2011, the city council considered reports and recommendations from the city staff and planning commission.
3. On December 12, 2011 the city council considered vacation resolution revision to property description.

WHEREAS, after the city approves this vacation, public interest in the property will go to the following property, which is indicated by its property identification number:

PIN: 03-29-22-21-0004

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

It is in the public interest and;

1. The city is not using the right-of-way for a public street.
2. The right-of-way is not needed for street access purposes as the adjacent properties have street access on the realigned Hazelwood Street and County Road D East.

This vacation is subject to:

1. Comply with the requirements contained within Assistant City Engineer Steve Love's report dated March 22, 2011.

The Maplewood City Council approved this resolution on April 11, 2011.

Seconded by Councilmember Juenemann Ayes – All

The motion passed.

## H. PUBLIC HEARING

None.

## I. UNFINISHED BUSINESS

### 1. Trash Collection System Analysis – Adopt “Findings of Facts” about the City’s Trash Collection System Analysis and Implementation Schedule for Maplewood Trash Plan

Environmental Planner Finwall presented the staff report. City Attorney Kantrud answered questions of the council.

RESOLUTION 11-12-667  
CITY OF MAPLEWOOD  
COUNTY OF RAMSEY  
STATE OF MINNESOTA  
RESOLUTION OF FINDINGS OF FACT FOR  
MAPLEWOOD’S ORGANIZED TRASH COLLECTION PLAN

WHEREAS, Maplewood has an open trash collection system with nine residential trash haulers licensed in the city in 2011.

WHEREAS, Minnesota Statute, Section 115A.94, Subdivision 4(a) requires a city adopt a resolution of intent to organize trash collection before implementing an ordinance, franchise, license, contract or other means of organizing collection.

WHEREAS, Minnesota Statute, Section 115A.94, Subdivision 4(b) requires a city to hold a public hearing prior to adopting the resolution of intent to organize trash collection.

WHEREAS, on March 28, 2011, the Maplewood City Council held a public hearing to take testimony from interested persons, including persons licensed to operate solid waste collection services in the city, prior to the adoption of a resolution of intent to organize trash collection.

WHEREAS, on March 28, 2011, after the required public hearing specified above, the City Council adopted a resolution of intent to organize trash collection for the following reasons:

1. To begin a planning process.
2. To initiate additional public participation.
3. To evaluate all trash collection system options, including evaluating the city's current open trash collection system for potential improvements.

WHEREAS, on March 28, 2011, after adoption of the resolution of intent to organize as specified above, the City Council specified the following goals for the city's trash collection system evaluation process as follows:

- a) Economic
- b) Service
- c) Environmental
- d) Safety
- e) Efficiency
- f) Planning Process
- g) Aesthetics
- h) Hauler Impacts

WHEREAS, Minnesota Statutes 115A.94, Subdivision 4(c) requires the city to follow a minimum 90 day planning period following the resolution of intent to supervise the development of plans or proposals for organized collection.

WHEREAS, the city's 90 day planning period per Minnesota Statutes 115A.94, Subdivision 4(c) began on March 29, 2011.

WHEREAS, as part of the trash collection system analysis planning process, the City Council authorized the release of a Request for Proposal for residential trash collection on July 11, 2011.

WHEREAS, the City's deadline for submittal of proposals to the RFP was August 19, 2011, at which time the City received six responses to the RFP from the following companies (listed in alphabetical order):

1. Allied Waste Services
2. Dick's Sanitation, Inc.
3. Highland Sanitation and Recycling
4. Tennis Sanitation, LLC
5. Walters Recycling and Refuse, Inc.
6. Waste Management, Inc.

WHEREAS, Minnesota Statutes 115A.94, Subdivision 4(d) requires the city to follow a minimum 90 day negotiation period following the planning period to discuss possible organized collection arrangements with all licensed collectors operating in the city who have expressed interest.

WHEREAS, the city's 90 day negotiation period as required by Minnesota Statutes 115A.94, Subdivision 4(d) began on August 19, 2011.

WHEREAS, on September 13, 2011, the Trash Hauling Working Group met to review and rank the proposals based on the evaluation criteria specified in the RFP. Allied Waste Services was chosen as the top ranked proposer.

WHEREAS, on October 10, 2011, the City Council authorized staff to negotiate a draft contract with Allied Waste Services for City-Wide Residential Trash Collection (hereinafter "Contract").

WHEREAS, on November 28, 2011, the City Council authorized final negotiations and execution of the Contract between the City of Maplewood and Allied Waste Services.

WHEREAS, Minnesota Statutes, Section 115A.94, Subdivision 4(e), requires that the city make specific findings that describe in detail the procedures it used to plan and to attempt implementation of organized collection through an arrangement with collectors who expressed interest; and evaluate the proposed organized collection method based on standards including: achieving the stated organized collection goals of the city; minimizing displacement of collectors; ensuring participation of all interested parties in the decision-making process; and maximizing efficiency in solid waste collection.

WHEREAS, the City Council adopts the staff report dated December 6, 2011, and titled "Trash Collection System Analysis – Adopt Findings of Facts about the City's Trash Collection System" in its entirety regarding the detailed process undertaken in the trash collection system analysis.

WHEREAS, the City Council makes the following findings of fact regarding the City's organized trash collection system:

The single-hauler Contract with Allied Waste Services will achieve the city's stated organized collection goals and provide the following benefits to the City:

- 
- |   |  |
|---|--|
| <ul style="list-style-type: none"><li>• Increased efficiency enabling a lower cost per household</li><li>• Decreased impacts from truck traffic</li><li>• Decreased fuel consumption</li><li>• Ability to standardize service (e.g., automated collection with standard carts)</li><li>• Makes public education simpler</li><li>• Ability to provide access to special service needs at known, controlled costs</li></ul> | <ul style="list-style-type: none"><li>• Volume-based pricing (i.e., "Pay As You Throw") to achieve waste abatement goals</li><li>• Improved control over residents actually using garbage service</li><li>• Ability to set specifications on the size and quality of trucks used Ability to competitively bid service on a regular basis helping promote lower costs</li><li>• Builds on the strengths of both the government and private sectors through a contract</li><li>• Positive, working partnership approach can provide very high quality services</li></ul> |
|---|--|
- 

NOW THEREFORE BE IT RESOLVED, the City Council adopts the above-mentioned findings of fact and the detailed process as outlined in the December 6, 2011, staff report and hereby authorizes staff to draft a solid waste management ordinance based on the Allied Waste Services Contract and engage in organized city-wide residential trash collection with Allied Waste Services for that service.

Adopted this 12<sup>TH</sup> Day of December, 2011.

Councilmember Nephew moved to approve the Resolution Adopting Findings of Fact about the City's Trash Collection System Analysis per Minnesota Statute, Section 115A.94, Subdivision 4(e).

Seconded by Mayor Rossbach

Ayes – Mayor Rossbach, Councilmembers  
Juenemann, Llanas and Nephew

Nays - Councilmember Koppen

The motion passed.

## **J. NEW BUSINESS**

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

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

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

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

- A. Adopt the resolution revising the conditional use permit for the church at 1770 McMenemy Street. This permit is based on the standards for approval required by the code and subject to the following conditions:
1. All construction shall follow the site plan approved by the city date-stamped October 26, 2011, subject to any conditions required by the Community Design Review Board upon their review of plan revisions to be submitted by the applicant. Staff may approve minor changes. This approval includes the parking lot expansion, the new driveway to DeSoto Street and the proposed building additions.
  2. The proposed construction must be substantially started within one year of council approval or the permit shall become null and void. The council may extend this deadline for one year.
  3. The applicant shall regularly maintain the grounds and pick up all debris as well as maintain the decorative wood screening fences.
  4. The city council shall review this permit in one year.
  5. The city council may require the church to limit seating capacity in the main sanctuary if a parking shortage develops.

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

- b. Provide a grading, drainage, utility and erosion control plan to the city engineer for approval. The erosion control plan shall meet ordinance requirements and all the plans shall meet the requirements of the city engineer.
  - c. A trash container enclosure plan. The trash enclosure must be compatible with the building and include a 100 percent opaque gate.
3. Resod the lawn that is disturbed by construction activities.
  4. Construct the required trash container enclosure.
  5. Install a stop sign and speed bumps on the new driveway to DeSoto Street.
  6. Before obtaining permits for grading and construction, the applicant shall provide staff with a check or an irrevocable letter of credit in the amount of 125 percent of completing landscaping and site improvements.
  7. All work shall follow the approved plans. Staff may approve minor changes.
  8. Comply with all requirements of the city's engineering report dated November 11, 2011 by Steve Kummer, staff engineer.
  9. Comply with all requirements of the assistant fire chief and building official.

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

Seconded by Councilmember Juenemann      Ayes – All

The motion passed.

Mayor Rossbach called for a 10 minute recess.

**K. VISITOR PRESENTATIONS**

1. Mark Bradley, Maplewood
2. Bob Cardinal, Maplewood
3. John Wykoff, Maplewood
4. Tim Kinley, Maplewood

**L. AWARD OF BIDS**

None.

**M. ADMINISTRATIVE PRESENTATIONS**

**1. Six-Month Review of Myth Nightclub**

Chief Police Thomalla presented the staff report.

**N. COUNCIL PRESENTATIONS**

**1. Appreciation**

Councilmember Juenemann thanked the citizens, commissioners and staff for their work through the year and wished them all a wonderful Holiday Season. In closing, she thanked councilmember Nephew for his service to the city the last four years.

Councilmember Llanas gave his thanks and appreciation to councilmember Nephew for his time and energy to the council.

## **2. Last Word**

Mayor Rossbach had the “Last Word” with giving the open mic to councilmember Nephew to have the last word. Councilmember Nephew stated that he enjoyed his term while it came at a cost there were also many rewards. He encouraged citizens to become involved in city government either as a volunteer or a commissioner and thanked his fellow council members and city staff for their service.

## **O. ADJOURNMENT**

Mayor Rossbach adjourned the meeting at 9:38 p.m.

DRAFT

**AGENDA REPORT**

**TO:** City Council  
**FROM:** Finance Manager  
**RE:** APPROVAL OF CLAIMS  
**DATE:** January 3, 2011

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

ACCOUNTS PAYABLE:

|                 |  |
|-----------------|--|
| \$ 1,049,432.00 | Checks # 85989 thru # 86036<br>dated 12/8/11 thru 12/13/11                   |
| \$ 259,468.83   | Disbursements via debits to checking account<br>dated 12/5/11 thru 12/9/11   |
| \$ 666,829.49   | Checks # 86037 thru # 86088<br>dated 12/15/11 thru 12/20/11                  |
| \$ 383,921.15   | Disbursements via debits to checking account<br>dated 12/12/11 thru 12/16/11 |
| \$ 793,783.11   | Checks # 86089 thru # 86151<br>dated 12/27/11                                |
| \$ 805,362.15   | Disbursements via debits to checking account<br>dated 12/19/11 thru 12/23/11 |
| \$ 1,046,181.12 | Checks # 86152 thru # 86188<br>dated 1/3/12                                  |
| \$ 353,491.96   | Disbursements via debits to checking account<br>dated 12/27/11 thru 12/30/11 |
| <hr/>           |  |
| \$ 5,358,469.81 | Total Accounts Payable   |

PAYROLL

|                               |   |
|-------------------------------|---|
| \$ 515,063.43                 | Payroll Checks and Direct Deposits dated 12/9/11                    |
| \$ 2,616.01                   | Payroll Deduction check # 9985592 thru # 9985595<br>dated 12/9/11   |
| \$ 518,701.49                 | Payroll Checks and Direct Deposits dated 12/23/11                   |
| \$ 2,205.01                   | Payroll Deduction check # 9985644 thru # 99985647<br>dated 12/23/11 |
| <u>\$ 1,038,585.94</u>        | Total Payroll   |
| <u><u>\$ 6,397,055.75</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.

sb  
attachments

**Check Register**  
**City of Maplewood**

12/09/2011

| Check | Date       | Vendor | Description                    | Amount                             |            |
|-------|------------|--------|--------------------------------|------------------------------------|------------|
| 85989 | 12/08/2011 | 04848  | AVESIS                         | MONTHLY PREMIUM - DEC              | 245.40     |
| 85990 | 12/08/2011 | 02929  | CNAGLAC                        | LTC MONTHLY PREMIUM - DEC          | 479.54     |
| 85991 | 12/08/2011 | 00644  | HEALTHPARTNERS                 | MONTHLY PREMIUM - DEC              | 11,117.19  |
| 85992 | 12/08/2011 | 03818  | MEDICA                         | MONTHLY PREMIUM - DEC              | 144,452.72 |
| 85993 | 12/08/2011 | 01126  | MN NCPERS LIFE INSURANCE       | MONTHLY PREMIUM - DEC              | 432.00     |
| 85994 | 12/13/2011 | 04842  | MARY JOSEPHINE ANDERSON        | ZUMBA INSTRUCTION NSP - NOV        | 210.00     |
| 85995 | 12/13/2011 | 00240  | C.S.C. CREDIT SERVICES         | APPLICANT BACKGROUND CHECKS        | 60.33      |
| 85996 | 12/13/2011 | 04137  | THE EDGE MARTIAL ARTS          | KARATE INSTRUCTION                 | 545.00     |
| 85997 | 12/13/2011 | 00585  | GOPHER STATE ONE-CALL          | NET BILLABLE TICKETS - NOV         | 440.80     |
| 85998 | 12/13/2011 | 00687  | HUGO'S TREE CARE INC           | DISEASED TREE REMOVAL              | 1,864.97   |
|       | 12/13/2011 | 00687  | HUGO'S TREE CARE INC           | TREE REMOVAL & TRIMMING            | 1,297.46   |
| 85999 | 12/13/2011 | 04917  | LUNDA CONSTRUCTION CO.         | PROJ 04-21 GLADSTONE 1 PARTPMT#4   | 667,566.55 |
| 86000 | 12/13/2011 | 01819  | PAETEC                         | LOCAL PHONE SERVICE 10/15 - 11/14  | 1,528.94   |
| 86001 | 12/13/2011 | 04265  | MARIA PIRELA                   | ZUMBA INSTRUCTION - NOV            | 773.50     |
| 86002 | 12/13/2011 | 01337  | RAMSEY COUNTY-PROP REC & REV   | MESB & FLEET SUPPORT FEE - NOV     | 595.84     |
| 86003 | 12/13/2011 | 01463  | SISTER ROSALIND GEFRE          | MCC MASSAGES NOV 1-15              | 999.00     |
| 86004 | 12/13/2011 | 01574  | T.A. SCHIFSKY & SONS, INC      | BITUMINOUS MATERIALS NOT TO EXCEED | 640.34     |
| 86005 | 12/13/2011 | 04845  | TENNIS SANITATION LLC          | RECYCLING - NOV                    | 27,499.50  |
| 86006 | 12/13/2011 | 04192  | TRANS-MEDIC                    | EMS BILLING - NOV                  | 3,105.00   |
| 86007 | 12/13/2011 | 01190  | XCEL ENERGY                    | ELECTRIC UTILITY                   | 14,582.43  |
| 86008 | 12/13/2011 | 04549  | JAN ALICE CAMPBELL             | ZUMBA INSTRUCTION - NOV            | 179.50     |
| 86009 | 12/13/2011 | 04066  | CONNECT ELECTRIC               | INSTALL OF UNDER TRACK LIGHTING    | 5,000.00   |
| 86010 | 12/13/2011 | 00412  | DONALD SALVERDA & ASSOCIATES   | BOOKS FOR EFFECT MGMT PROG         | 77.91      |
| 86011 | 12/13/2011 | 02081  | FINAL TOUCH SERVICES, LLC      | WINDOW CLEANING                    | 625.10     |
|       | 12/13/2011 | 02081  | FINAL TOUCH SERVICES, LLC      | WINDOW CLEANING                    | 219.06     |
|       | 12/13/2011 | 02081  | FINAL TOUCH SERVICES, LLC      | WINDOW CLEANING                    | 213.56     |
| 86012 | 12/13/2011 | 00487  | FRATTALONE COMPANIES INC.      | PROJ 02-07 CERT PAYROLL REPORTING  | 2,237.50   |
| 86013 | 12/13/2011 | 00612  | GYM WORKS INC                  | EXERCISE EQUIP REPAIR MCC          | 1,590.98   |
| 86014 | 12/13/2011 | 04152  | ISD 622 COMMUNITY EDUCATION    | USE OF SKYVIEW CS 6/13 - 6/29      | 110.00     |
| 86015 | 12/13/2011 | 04939  | KATHLEEN KIRCHOFF              | DAYTRIP HOSTESS - NOV              | 135.00     |
|       | 12/13/2011 | 04939  | KATHLEEN KIRCHOFF              | DAYTRIP HOSTESS - DEC              | 65.00      |
| 86016 | 12/13/2011 | 00891  | M A M A                        | MAMA MEETING NOV 17                | 15.00      |
| 86017 | 12/13/2011 | 00986  | METROPOLITAN COUNCIL           | MONTHLY SAC - NOV                  | 121,423.50 |
| 86018 | 12/13/2011 | 01085  | MN LIFE INSURANCE              | MONTHLY PREMIUM - DEC              | 3,682.00   |
| 86019 | 12/13/2011 | 04849  | RICHARD NIELSEN                | TEXAS HOLD'EM INSTRUCTOR - NOV     | 108.00     |
| 86020 | 12/13/2011 | 02909  | NORTH AMERICAN SALT CO         | ROAD SALT~                         | 6,853.19   |
|       | 12/13/2011 | 02909  | NORTH AMERICAN SALT CO         | ROAD SALT~                         | 5,128.95   |
|       | 12/13/2011 | 02909  | NORTH AMERICAN SALT CO         | ROAD SALT~                         | 1,759.79   |
| 86021 | 12/13/2011 | 00001  | ONE TIME VENDOR                | REFUND D EDMISTON TRANS MEDIC      | 937.46     |
| 86022 | 12/13/2011 | 00001  | ONE TIME VENDOR                | REFUND M ACOSTA MEMBERSHIP         | 200.50     |
| 86023 | 12/13/2011 | 00001  | ONE TIME VENDOR                | REFUND C ELIASON PROG CANCELLED    | 44.00      |
| 86024 | 12/13/2011 | 00001  | ONE TIME VENDOR                | REFUND N STORLEE PROG CANCELLED    | 44.00      |
| 86025 | 12/13/2011 | 00001  | ONE TIME VENDOR                | REFUND N MEYERS PROG CANCELLED     | 42.85      |
| 86026 | 12/13/2011 | 00001  | ONE TIME VENDOR                | REFUND MARSH HEATING A/C-A/C FEE   | 40.00      |
| 86027 | 07/29/2907 | 00001  | ONE TIME VENDOR                | REFUND J KURHAJETZ PROG CANCELLED  | 30.00      |
| 86028 | 12/13/2011 | 04964  | POINTS TO HEALTH LLC           | ACUPUNCTURIST SERVICES AUG-NOV     | 195.00     |
| 86029 | 07/12/3019 | 03446  | RICK JOHNSON DEER & BEAVER INC | DEER REMOVAL - NOV                 | 230.00     |
| 86030 | 12/13/2011 | 01836  | CITY OF ST PAUL                | PROJ 04-21 RELOCATE FIRE HYDRANTS  | 9,465.34   |
| 86031 | 12/13/2011 | 01836  | CITY OF ST PAUL                | RECORD MGMT SOFTWARE FEE - DEC     | 3,798.00   |
|       | 12/13/2011 | 01836  | CITY OF ST PAUL                | REPAIR HYDRANT-DAMAGED BY PLOW     | 493.27     |
|       | 12/13/2011 | 01836  | CITY OF ST PAUL                | CRIME LAB SERVICES - OCT           | 310.00     |
| 86032 | 12/13/2011 | 00150  | TALLEN & BAERTSCHI             | SUBSCRIPTION - MN POLICE BRIEFS    | 130.00     |
| 86033 | 12/13/2011 | 03598  | PAUL THEISEN                   | REIMB FOR MEALS 11/28 - 12/2       | 21.28      |

|       |            |       |                             |                          |              |
|-------|------------|-------|-----------------------------|--------------------------|--------------|
| 86034 | 12/13/2011 | 03074 | TOTAL REFRIGERATION SYS INC | ANNUAL INSPECTION/SRVS   | 179.00       |
| 86035 | 12/13/2011 | 01669 | TWIN CITIES TRANSPORT &     | TOWING EXP CN 11021358   | 106.88       |
| 86036 | 12/13/2011 | 00529 | UNION SECURITY INSURANCE CO | LTD PLAN 4043120-2 - DEC | 3,078.50     |
|       | 12/13/2011 | 00529 | UNION SECURITY INSURANCE CO | STD PLAN 4043120-1 - DEC | 2,225.37     |
|       |            |       |                             |                          | 1,049,432.00 |

**48 Checks in this report.**

**CITY OF MAPLEWOOD**  
**Disbursements via Debits to Checking account**

| <b>Transmitted Settlement</b> |             |                              |                                  |                          |
|-------------------------------|-------------|------------------------------|----------------------------------|--------------------------|
| <u>Date</u>                   | <u>Date</u> | <u>Payee</u>                 | <u>Description</u>               | <u>Amount</u>            |
| 12/2/2011                     | 12/5/2011   | MN State Treasurer           | Drivers License/Deputy Registrar | 44,695.05                |
| 12/5/2011                     | 12/6/2011   | MN State Treasurer           | Drivers License/Deputy Registrar | 27,889.91                |
| 12/5/2011                     | 12/6/2011   | MN Dept of Natural Resources | DNR electronic licenses          | 218.50                   |
| 12/8/2011                     | 12/6/2011   | MN State Treasurer           | Drivers License/Deputy Registrar | 38,258.10                |
| 12/2/2011                     | 12/7/2011   | US Bank VISA One Card*       | Purchasing card items            | 1,097.54                 |
| 12/6/2011                     | 12/7/2011   | MN State Treasurer           | Drivers License/Deputy Registrar | 40,320.41                |
| 12/6/2011                     | 12/7/2011   | Pitney Bowes                 | Postage                          | 2,985.00                 |
| 12/7/2011                     | 12/8/2011   | MN State Treasurer           | Drivers License/Deputy Registrar | 34,396.70                |
| 12/7/2011                     | 12/8/2011   | ING - State Plan             | Deferred Compensation            | 27,294.00                |
| 12/2/2011                     | 12/9/2011   | US Bank VISA One Card*       | Purchasing card items            | 37,907.86                |
| 12/7/2011                     | 12/9/2011   | ICMA (Vantagepointe)         | Deferred Compensation            | 4,405.76                 |
| <b>TOTAL</b>                  |             |                              |                                  | <b><u>259,468.83</u></b> |

\*Detailed listing of VISA purchases is attached.

| Transaction Date | Posting Date | Merchant Name             | Transaction Amount | Name              |
|------------------|--------------|---------------------------|--------------------|-------------------|
| 11/29/2011       | 12/01/2011   | UNIFORMS UNLIMITED INC    | \$27.78            | CLINT ABEL        |
| 11/29/2011       | 12/01/2011   | UNIFORMS UNLIMITED INC    | \$23.40            | CLINT ABEL        |
| 11/19/2011       | 11/21/2011   | KOHL'S #744               | \$258.50           | VIRGINIA ERICKSON |
| 11/21/2011       | 11/23/2011   | NATURES IMAGE CUSTOM FRAM | \$400.00           | TIMOTHY FLOR      |
| 11/23/2011       | 11/25/2011   | WAL-MART                  | \$250.00           | BRETT KROLL       |
| 11/29/2011       | 12/01/2011   | HAYNEEDLE INC             | \$82.18            | ALESIA METRY      |
| 11/23/2011       | 11/25/2011   | MIDWAY USA                | \$55.68            | MICHAEL NYE       |
|                  |              |                           | \$1,097.54         |                   |

| Transaction Date | Posting Date | Merchant Name             | Transaction Amount | Name              |
|------------------|--------------|---------------------------|--------------------|-------------------|
| 12/01/2011       | 12/02/2011   | MIKE'S DOWNTOWN STD       | \$15.51            | MANDY ANZALDI     |
| 11/26/2011       | 11/28/2011   | BEST BUY 00014431         | \$32.12            | GAYLE BAUMAN      |
| 11/30/2011       | 12/01/2011   | CUB FOODS-SUN RAY         | \$44.68            | OAKLEY BIESANZ    |
| 11/30/2011       | 12/01/2011   | PETLAND                   | \$6.69             | OAKLEY BIESANZ    |
| 11/22/2011       | 11/25/2011   | MILLS FLEET FARM #2,700   | \$21.40            | TROY BRINK        |
| 11/29/2011       | 11/30/2011   | MENARDS 3022              | \$14.53            | TROY BRINK        |
| 11/21/2011       | 11/22/2011   | AGGREGATE READY MIX ASSOC | \$380.00           | NATHAN BURLINGAME |
| 11/29/2011       | 11/30/2011   | TARGET 00011858           | \$17.13            | NATHAN BURLINGAME |
| 11/23/2011       | 11/25/2011   | OFFICE DEPOT #1090        | \$108.08           | SARAH BURLINGAME  |
| 11/28/2011       | 11/29/2011   | CUB FOODS, INC.           | \$59.69            | SARAH BURLINGAME  |
| 12/01/2011       | 12/02/2011   | GE CAPITAL                | \$43.92            | SARAH BURLINGAME  |
| 11/30/2011       | 12/02/2011   | WEDDINGPAGES INC          | \$128.00           | HEIDI CAREY       |
| 11/21/2011       | 11/22/2011   | RED WING SHOE STORE       | \$91.06            | NICHOLAS CARVER   |
| 11/18/2011       | 11/21/2011   | STATE SUPPLY              | \$78.94            | SCOTT CHRISTENSON |
| 11/21/2011       | 11/22/2011   | VIKING ELECTRIC - CREDIT  | \$105.55           | SCOTT CHRISTENSON |
| 11/21/2011       | 11/22/2011   | VIKING ELECTRIC - CREDIT  | \$59.70            | SCOTT CHRISTENSON |
| 11/21/2011       | 11/22/2011   | VIKING ELECTRIC - CREDIT  | \$480.94           | SCOTT CHRISTENSON |
| 11/22/2011       | 11/23/2011   | VIKING ELECTRIC - CREDIT  | \$1,000.00         | SCOTT CHRISTENSON |
| 11/22/2011       | 11/23/2011   | VIKING ELECTRIC - CREDIT  | \$1,000.00         | SCOTT CHRISTENSON |
| 11/22/2011       | 11/23/2011   | VIKING ELECTRIC - CREDIT  | \$143.65           | SCOTT CHRISTENSON |
| 11/28/2011       | 11/29/2011   | HENRIKSEN ACE HARDWARE    | \$37.45            | SCOTT CHRISTENSON |
| 11/28/2011       | 11/30/2011   | THE HOME DEPOT 2801       | \$92.31            | SCOTT CHRISTENSON |
| 11/29/2011       | 11/30/2011   | VIKING ELECTRIC - CREDIT  | \$1,000.00         | SCOTT CHRISTENSON |
| 11/29/2011       | 11/30/2011   | VIKING ELECTRIC - CREDIT  | \$1,000.00         | SCOTT CHRISTENSON |
| 11/29/2011       | 11/30/2011   | VIKING ELECTRIC - CREDIT  | \$1,000.00         | SCOTT CHRISTENSON |
| 11/29/2011       | 11/30/2011   | VIKING ELECTRIC - CREDIT  | \$684.52           | SCOTT CHRISTENSON |
| 11/30/2011       | 12/01/2011   | VIKING ELECTRIC - CREDIT  | \$534.38           | SCOTT CHRISTENSON |
| 11/30/2011       | 12/01/2011   | VIKING ELECTRIC - CREDIT  | \$66.80            | SCOTT CHRISTENSON |
| 11/30/2011       | 12/01/2011   | VIKING ELECTRIC - CREDIT  | \$30.99            | SCOTT CHRISTENSON |
| 12/01/2011       | 12/02/2011   | VIKING ELECTRIC - CREDIT  | \$784.63           | SCOTT CHRISTENSON |
| 12/01/2011       | 12/02/2011   | VIKING ELECTRIC - CREDIT  | \$123.98           | SCOTT CHRISTENSON |
| 11/23/2011       | 11/25/2011   | AMAZON.COM                | \$197.60           | KERRY CROTTY      |
| 11/22/2011       | 11/23/2011   | MENARDS 3022              | \$18.70            | CHARLES DEEVER    |
| 12/01/2011       | 12/02/2011   | MENARDS 3022              | \$7.47             | CHARLES DEEVER    |
| 11/22/2011       | 11/23/2011   | MENARDS 3059              | \$11.18            | THOMAS DEBILZAN   |
| 12/01/2011       | 12/02/2011   | MENARDS 3059              | \$32.11            | PAUL E EVERSON    |
| 11/18/2011       | 11/21/2011   | NUCO2                     | \$238.92           | LARRY FARR        |
| 11/18/2011       | 11/21/2011   | MUSKA ELECTRIC CO.        | \$558.25           | LARRY FARR        |
| 11/18/2011       | 11/21/2011   | MUSKA LIGHTING CENTER     | \$556.62           | LARRY FARR        |
| 11/20/2011       | 11/22/2011   | GUIAR CENTER #394         | \$16.05            | LARRY FARR        |
| 11/22/2011       | 11/25/2011   | PARK SUPPLY OF AMERICA IN | \$119.02           | LARRY FARR        |
| 11/26/2011       | 11/28/2011   | CINTAS #470               | \$91.42            | LARRY FARR        |
| 11/26/2011       | 11/28/2011   | CINTAS #470               | \$42.01            | LARRY FARR        |
| 11/26/2011       | 11/28/2011   | CINTAS #470               | \$80.92            | LARRY FARR        |
| 12/01/2011       | 12/02/2011   | WM EZPAY                  | \$449.51           | LARRY FARR        |
| 11/18/2011       | 11/21/2011   | THE HOME DEPOT 2801       | \$155.17           | MYCHAL FOWLDS     |
| 11/23/2011       | 11/25/2011   | THE HOME DEPOT 2801       | \$142.43           | MYCHAL FOWLDS     |
| 11/30/2011       | 12/02/2011   | C2C SYSTEMS INC.          | \$817.00           | MYCHAL FOWLDS     |
| 11/30/2011       | 12/02/2011   | IMAGING PATH              | \$4,004.83         | MYCHAL FOWLDS     |
| 12/01/2011       | 12/02/2011   | HYDROCAD SOFTWARE         | \$216.00           | MYCHAL FOWLDS     |
| 11/18/2011       | 11/21/2011   | 0                         | \$93.03            | NICK FRANZEN      |
| 11/21/2011       | 11/22/2011   | CDW GOVERNMENT            | \$2,611.16         | NICK FRANZEN      |
| 11/21/2011       | 11/22/2011   | #VALUE!                   | \$171.90           | NICK FRANZEN      |
| 11/21/2011       | 11/23/2011   | THE HOME DEPOT 2801       | \$49.18            | NICK FRANZEN      |

|            |            |                           |            |                   |
|------------|------------|---------------------------|------------|-------------------|
| 11/22/2011 | 11/23/2011 | CDW GOVERNMENT            | \$404.11   | NICK FRANZEN      |
| 11/22/2011 | 11/23/2011 | CDW GOVERNMENT            | \$175.93   | NICK FRANZEN      |
| 11/22/2011 | 11/23/2011 | AMAZON MKTPLACE PMTS      | \$99.15    | NICK FRANZEN      |
| 11/23/2011 | 11/25/2011 | IDU*PUBLIC SECTOR         | \$0.01     | NICK FRANZEN      |
| 11/23/2011 | 11/25/2011 | IDU*PUBLIC SECTOR         | \$29.72    | NICK FRANZEN      |
| 11/29/2011 | 11/30/2011 | AWL*PEARSON EDUCATION     | \$26.78    | NICK FRANZEN      |
| 11/22/2011 | 11/25/2011 | WWW.MNCN.ORG              | \$590.00   | VIRGINIA GAYNOR   |
| 11/21/2011 | 11/23/2011 | THE HOME DEPOT 2801       | \$101.31   | CLARENCE GERVAIS  |
| 12/01/2011 | 12/02/2011 | FEDEXOFFICE 00006171      | \$102.68   | CLARENCE GERVAIS  |
| 11/17/2011 | 11/21/2011 | OFFICE DEPOT #1090        | \$15.10    | JEAN GLASS        |
| 11/18/2011 | 11/21/2011 | FOSSIL INDUSTRIES, INC.   | \$523.00   | JAN GREW HAYMAN   |
| 11/22/2011 | 11/25/2011 | BLUE RIBBON BAIT & TACKLE | \$3.20     | JAN GREW HAYMAN   |
| 11/29/2011 | 11/30/2011 | HOULE FARM GARDEN AND PET | \$36.53    | JAN GREW HAYMAN   |
| 11/28/2011 | 11/29/2011 | WW GRAINGER               | \$126.16   | MARK HAAG         |
| 11/29/2011 | 11/30/2011 | HENRIKSEN ACE HARDWARE    | \$3.73     | MARK HAAG         |
| 11/21/2011 | 11/22/2011 | HENRIKSEN ACE HARDWARE    | \$52.26    | GARY HINNENKAMP   |
| 11/18/2011 | 11/21/2011 | WAL-MART                  | \$69.03    | RON HORWATH       |
| 12/01/2011 | 12/02/2011 | ARC*SERVICES/TRAINING     | \$19.00    | RON HORWATH       |
| 12/01/2011 | 12/02/2011 | ARC*SERVICES/TRAINING     | \$95.00    | RON HORWATH       |
| 12/01/2011 | 12/02/2011 | ARC*SERVICES/TRAINING     | \$27.00    | RON HORWATH       |
| 12/01/2011 | 12/02/2011 | ARC*SERVICES/TRAINING     | \$152.00   | RON HORWATH       |
| 12/01/2011 | 12/02/2011 | ARC*SERVICES/TRAINING     | \$76.00    | RON HORWATH       |
| 12/01/2011 | 12/02/2011 | ARC*SERVICES/TRAINING     | \$27.00    | RON HORWATH       |
| 12/01/2011 | 12/02/2011 | ARC*SERVICES/TRAINING     | \$38.00    | RON HORWATH       |
| 11/25/2011 | 11/28/2011 | USPS 26833800033400730    | \$42.24    | ANN HUTCHINSON    |
| 11/30/2011 | 12/02/2011 | BLUE RIBBON BAIT & TACKLE | \$12.81    | ANN HUTCHINSON    |
| 11/17/2011 | 11/21/2011 | DALCO ENTERPRISES, INC    | \$568.30   | DAVID JAHN        |
| 11/28/2011 | 11/29/2011 | SKILLPATH SEMINARS MAIN   | \$299.00   | JON JAROSCH       |
| 12/01/2011 | 12/02/2011 | THE UPS STORE 2171        | \$14.62    | TOM KALKA         |
| 11/29/2011 | 12/01/2011 | OFFICE MAX                | \$78.82    | JASON KREGER      |
| 12/02/2011 | 12/02/2011 | HP DIRECT-PUBLICSECTOR    | \$202.47   | JASON KREGER      |
| 11/21/2011 | 11/23/2011 | UNIFORMS UNLIMITED INC    | \$17.63    | NICHOLAS KREKELER |
| 11/18/2011 | 11/21/2011 | CLASSIC COLLISION CTR     | \$381.00   | DAVID KVAM        |
| 11/28/2011 | 11/30/2011 | UNIFORMS UNLIMITED INC    | \$28.50    | DAVID KVAM        |
| 11/29/2011 | 12/01/2011 | UNIFORMS UNLIMITED INC    | \$15.00    | DAVID KVAM        |
| 12/01/2011 | 12/02/2011 | ACT*REGONLINE             | \$200.00   | DAVID KVAM        |
| 11/23/2011 | 11/25/2011 | U OF M CCE NONCREDIT      | \$285.00   | STEVE LOVE        |
| 11/25/2011 | 11/28/2011 | SKILLPATH SEMINARS MAIN   | \$299.00   | STEVE LOVE        |
| 11/22/2011 | 11/23/2011 | NOVACARE REHB/HEALT       | \$1,938.00 | STEVE LUKIN       |
| 11/22/2011 | 11/23/2011 | RAINBOW FOODS 00088617    | \$17.93    | STEVE LUKIN       |
| 11/22/2011 | 11/23/2011 | ROTO ROOTER SVRCS 10226   | \$265.00   | STEVE LUKIN       |
| 11/22/2011 | 11/23/2011 | ATTM*878423931 NBI        | \$117.00   | STEVE LUKIN       |
| 11/22/2011 | 11/23/2011 | EMERGENCY AUTOMOTIVE      | \$63.00    | STEVE LUKIN       |
| 12/01/2011 | 12/02/2011 | METRO FIRE                | \$240.00   | STEVE LUKIN       |
| 12/01/2011 | 12/02/2011 | EMERGENCY AUTOMOTIVE      | \$66.50    | STEVE LUKIN       |
| 12/01/2011 | 12/02/2011 | EMERGENCY AUTOMOTIVE      | \$36.75    | STEVE LUKIN       |
| 11/22/2011 | 11/23/2011 | LTG POWER EQUIPMENT       | \$188.75   | MARK MARUSKA      |
| 11/21/2011 | 11/23/2011 | AUTO PLUS NO ST PAUL      | \$5.28     | MICHAEL MONDOR    |
| 11/30/2011 | 12/02/2011 | HEJNY RENTAL INC          | \$260.70   | JOHN NAUGHTON     |
| 11/29/2011 | 12/01/2011 | OFFICE DEPOT #1090        | \$64.33    | SHELLY NEPHEW     |
| 11/23/2011 | 11/25/2011 | BATTERIES PLUS #31        | \$37.35    | MICHAEL NYE       |
| 11/30/2011 | 12/01/2011 | BACKPAGE.COM              | \$7.00     | MICHAEL NYE       |
| 11/30/2011 | 12/01/2011 | BACKPAGE.COM              | \$7.00     | MICHAEL NYE       |
| 11/30/2011 | 12/01/2011 | BACKPAGE.COM              | \$7.00     | MICHAEL NYE       |
| 11/17/2011 | 11/21/2011 | OFFICE DEPOT #1090        | \$66.95    | MARY KAY PALANK   |
| 11/21/2011 | 11/23/2011 | OFFICE DEPOT #1090        | \$144.69   | MARY KAY PALANK   |

|            |            |                           |            |                   |
|------------|------------|---------------------------|------------|-------------------|
| 11/23/2011 | 11/25/2011 | OFFICE DEPOT #1090        | \$42.31    | MARY KAY PALANK   |
| 11/29/2011 | 12/01/2011 | OFFICE DEPOT #1090        | \$116.34   | MARY KAY PALANK   |
| 11/18/2011 | 11/21/2011 | PARTY CITY #768           | \$14.97    | CHRISTINE PENN    |
| 11/19/2011 | 11/21/2011 | CUB FOODS, INC.           | \$5.14     | CHRISTINE PENN    |
| 11/20/2011 | 11/22/2011 | CVS PHARMACY #1751 Q03    | \$17.50    | CHRISTINE PENN    |
| 11/23/2011 | 11/25/2011 | ANDON BALLOONS INC -      | \$98.86    | CHRISTINE PENN    |
| 11/23/2011 | 11/25/2011 | PIONEER PRESS ADVERTISING | \$339.40   | CHRISTINE PENN    |
| 11/26/2011 | 11/28/2011 | SHORTSTOP GAS - AMSTAR    | \$14.92    | ROBERT PETERSON   |
| 11/29/2011 | 12/01/2011 | CARPENTERS SMALL ENGINE   | \$3.20     | ROBERT PETERSON   |
| 11/22/2011 | 11/30/2011 | SIRCHIE FINGER PRINT LABO | \$258.80   | PHILIP F POWELL   |
| 12/01/2011 | 12/02/2011 | FITZCO INC                | \$108.76   | PHILIP F POWELL   |
| 11/21/2011 | 11/22/2011 | FACTORY MTR PTS #1        | \$80.15    | STEVEN PRIEM      |
| 11/21/2011 | 11/22/2011 | UNIQUE TRUCK EQUIP        | \$193.89   | STEVEN PRIEM      |
| 11/21/2011 | 11/23/2011 | AUTO PLUS NO ST PAUL      | \$163.71   | STEVEN PRIEM      |
| 11/21/2011 | 11/23/2011 | AUTO PLUS NO ST PAUL      | \$8.52     | STEVEN PRIEM      |
| 11/22/2011 | 11/23/2011 | POLAR CHEVROLET MAZDA PAR | \$72.62    | STEVEN PRIEM      |
| 11/23/2011 | 11/25/2011 | AUTO PLUS NO ST PAUL      | \$656.75   | STEVEN PRIEM      |
| 11/28/2011 | 11/29/2011 | BAUER BUILT TIRE 18       | \$565.28   | STEVEN PRIEM      |
| 11/29/2011 | 11/30/2011 | AUTO PLUS NO ST PAUL      | \$98.20    | STEVEN PRIEM      |
| 11/30/2011 | 12/01/2011 | AUTO PLUS NO ST PAUL      | \$14.63    | STEVEN PRIEM      |
| 11/30/2011 | 12/01/2011 | AUTO PLUS NO ST PAUL      | \$177.22   | STEVEN PRIEM      |
| 11/30/2011 | 12/01/2011 | HENRIKSEN ACE HARDWARE    | \$69.86    | STEVEN PRIEM      |
| 12/01/2011 | 12/02/2011 | AUTO PLUS NO ST PAUL      | \$7.37     | STEVEN PRIEM      |
| 12/01/2011 | 12/02/2011 | BAUER BUILT TIRE 18       | \$350.19   | STEVEN PRIEM      |
| 12/01/2011 | 12/02/2011 | BAUER BUILT TIRE 18       | \$169.90   | STEVEN PRIEM      |
| 11/21/2011 | 11/22/2011 | HILLYARD INC MINNEAPOLIS  | \$989.30   | MICHAEL REILLY    |
| 11/18/2011 | 11/21/2011 | AMAZON MKTPLACE PMTS      | \$47.88    | LORI RESENDIZ     |
| 11/18/2011 | 11/21/2011 | TARGET 00011858           | \$31.48    | AUDRA ROBBINS     |
| 11/21/2011 | 11/23/2011 | MILLS FLEET FARM #2,700   | \$44.98    | AUDRA ROBBINS     |
| 11/23/2011 | 11/25/2011 | MAD SCIENCE OF MINNESOTA  | \$440.00   | AUDRA ROBBINS     |
| 11/30/2011 | 12/01/2011 | DESIGNED 2B SWEET         | \$104.65   | AUDRA ROBBINS     |
| 11/22/2011 | 11/25/2011 | KREMER SERVICES           | \$114.24   | ROBERT RUNNING    |
| 11/18/2011 | 11/21/2011 | LILLIE SUBURBAN NEWSPAPE  | \$423.01   | DEB SCHMIDT       |
| 11/21/2011 | 11/22/2011 | LILLIE SUBURBAN NEWSPAPE  | \$165.00   | DEB SCHMIDT       |
| 12/01/2011 | 12/02/2011 | T-MOBILE.COM*PAYMENT      | \$38.73    | DEB SCHMIDT       |
| 11/18/2011 | 11/21/2011 | USA MOBILITY WIRELE       | \$16.43    | SCOTT SCHULTZ     |
| 11/29/2011 | 12/01/2011 | USA MOBILITY WIRELE       | \$16.07    | SCOTT SCHULTZ     |
| 11/21/2011 | 11/22/2011 | FBI / LEEDA, INC          | \$50.00    | MICHAEL SHORTREED |
| 11/23/2011 | 11/25/2011 | HENRIKSEN ACE HARDWARE    | \$2.13     | MICHAEL SHORTREED |
| 11/23/2011 | 11/29/2011 | RECONYX INC.              | \$1,754.86 | MICHAEL SHORTREED |
| 11/24/2011 | 11/25/2011 | ATT*POS PARTNER           | \$40.00    | MICHAEL SHORTREED |
| 11/29/2011 | 11/30/2011 | MINNESOTACO               | \$120.55   | MICHAEL SHORTREED |
| 11/29/2011 | 11/30/2011 | U.S. DIARY                | \$468.25   | MICHAEL SHORTREED |
| 11/30/2011 | 12/01/2011 | BEST BUY MHT 00000109     | \$246.39   | MICHAEL SHORTREED |
| 11/30/2011 | 12/01/2011 | SECRETARY OF STATE        | \$120.00   | MICHAEL SHORTREED |
| 11/22/2011 | 11/25/2011 | SPORTS AUTHORI00007013    | \$134.98   | RONALD SVENDSEN   |
| 11/29/2011 | 12/01/2011 | STRAUSS SKATE AND BICY    | \$57.50    | JAMES TAYLOR      |
| 12/01/2011 | 12/02/2011 | RED WING SHOE STORE       | \$195.49   | TODD TEVLIN       |

\$37,907.86

**Check Register**  
**City of Maplewood**

12/16/2011

| Check | Date       | Vendor | Description                   | Amount                              |            |
|-------|------------|--------|-------------------------------|-------------------------------------|------------|
| 86037 | 12/15/2011 | 02464  | US BANK                       | FUNDS FOR ATMS                      | 10,000.00  |
| 86038 | 12/20/2011 | 00157  | BARR ENGINEERING CO           | PROJ 10-14 RAINGARDEN DESIGN        | 227.50     |
| 86039 | 12/20/2011 | 00363  | DLT SOLUTIONS, INC.           | AUTODESK SUBSCRIPTION               | 7,590.76   |
| 86040 | 12/20/2011 | 01973  | ERICKSON OIL PRODUCTS INC     | CAR WASHES - NOVEMBER               | 32.00      |
| 86041 | 12/20/2011 | 02728  | KIMLEY-HORN & ASSOCIATES INC  | PROJ 11-14 PROF SRVS THRU 10/31     | 9,360.19   |
|       | 12/20/2011 | 02728  | KIMLEY-HORN & ASSOCIATES INC  | PROJ 11-14 PROF SRVS THRU 08/31     | 1,661.55   |
| 86042 | 12/20/2011 | 00393  | DEPT OF LABOR & INDUSTRY      | MONTHLY SURTAX - NOV 12973123035    | 3,762.09   |
| 86043 | 12/20/2011 | 01202  | NYSTROM PUBLISHING CO INC     | MAPLEWOOD MONTHLY/SEASONS-DEC       | 3,725.30   |
| 86044 | 12/20/2011 | 01337  | RAMSEY COUNTY-PROP REC & REV  | MESB & FLEET SUPPORT FEE - NOV      | 654.08     |
| 86045 | 12/20/2011 | 01409  | S.E.H.                        | PROJ 09-08 ENGINEERING FEES         | 46,057.16  |
|       | 12/20/2011 | 01409  | S.E.H.                        | PROJ 11-22 ENGINEERING FEES         | 4,482.09   |
|       | 12/20/2011 | 01409  | S.E.H.                        | ENGINEERING FEES                    | 3,527.91   |
|       | 12/20/2011 | 01409  | S.E.H.                        | PROJ 11-19 ENGINEERING FEES         | 2,111.90   |
|       | 12/20/2011 | 01409  | S.E.H.                        | WETLAND MITIGATION MONITORING       | 1,142.78   |
|       | 12/20/2011 | 01409  | S.E.H.                        | JOY PARK PHASE 2                    | 230.46     |
| 86046 | 12/20/2011 | 01574  | T.A. SCHIFSKY & SONS, INC     | PROJ 10-14 WESTERN HILLS PARTPMT#8  | 459,743.87 |
|       | 12/20/2011 | 01574  | T.A. SCHIFSKY & SONS, INC     | BITUMINOUS MATERIALS NOT TO EXCEED  | 541.28     |
|       | 12/20/2011 | 01574  | T.A. SCHIFSKY & SONS, INC     | BITUMINOUS MATERIALS NOT TO EXCEED  | 124.52     |
| 86047 | 12/20/2011 | 04252  | TOWMASTER TRUCK EQUIP. INC.   | SNOW PLOW EQUIPMENT                 | 5,001.03   |
| 86048 | 12/20/2011 | 01190  | XCEL ENERGY                   | ELECTRIC & GAS UTILITY              | 1,031.70   |
| 86049 | 12/20/2011 | 01798  | YOCUM OIL CO.                 | DIESEL FUEL - DEC                   | 8,802.28   |
| 86050 | 12/20/2011 | 00115  | MANDY ANZALDI                 | REIMB FOR DANCE EXPENSES            | 910.51     |
| 86051 | 12/20/2011 | 04260  | BLUE CROSS BLUE SHIELD OF MN  | REFUND TRANS MEDIC CLAIM            | 388.24     |
| 86052 | 12/20/2011 | 03658  | CHARLES DEAVER                | REIMB FOR MILEAGE 01/2 - 12/9       | 34.54      |
| 86053 | 12/20/2011 | 00412  | DONALD SALVERDA & ASSOCIATES  | MANAGEMENT TRAINING PROG            | 875.09     |
| 86054 | 12/20/2011 | 04374  | EMS TECHNOLOGY SOLUTIONS, LLC | AMBUTRAK LICENSE FEE                | 399.00     |
| 86055 | 12/20/2011 | 00003  | ESCROW REFUND                 | ESCROW REL JHL CONST 975 LAKEWOOD   | 2,500.00   |
| 86056 | 12/20/2011 | 00003  | ESCROW REFUND                 | ESCROW JK ANDERSON 1071 FERNDALE    | 2,500.00   |
| 86057 | 12/20/2011 | 00003  | ESCROW REFUND                 | ESCROW REL LODAHL 2087 GREENBRIER   | 500.00     |
| 86058 | 12/20/2011 | 01939  | FORCE AMERICA                 | LOANER EQUIP TO BE REFUNDED         | 2,535.17   |
| 86059 | 12/20/2011 | 00550  | GAMETIME                      | REPLACE PARTS PLAYGROUND EQUIP      | 975.02     |
| 86060 | 12/20/2011 | 04846  | HEALTHEAST                    | MEDICAL SUPPLIES                    | 154.20     |
| 86061 | 12/20/2011 | 00668  | STEVEN HIEBERT                | REIMB FOR MEALS/GLOVES & GLASSES    | 58.92      |
| 86062 | 12/20/2011 | 00870  | RANDY LINDBLOM                | REFUND RE-INSTATEMENT FEE           | 32.14      |
| 86063 | 12/20/2011 | 01079  | MN CHIEFS OF POLICE ASSN      | LEADERSHIP ACADEMY                  | 450.00     |
| 86064 | 12/20/2011 | 01168  | RICK NORDQUIST                | REIMB FOR SAFETY BOOTS 12/01        | 185.00     |
| 86065 | 12/20/2011 | 00001  | ONE TIME VENDOR               | REFUND EVENT 300 SURETY BOND        | 5,000.00   |
| 86066 | 12/20/2011 | 00001  | ONE TIME VENDOR               | REIMB J MCGEE INSTALL OF YARD LIGHT | 945.00     |
| 86067 | 12/20/2011 | 00001  | ONE TIME VENDOR               | REFUND M FREER BCBS BENEFIT         | 140.00     |
| 86068 | 12/20/2011 | 00001  | ONE TIME VENDOR               | REFUND JOHNSON UCARE BENEFIT        | 120.00     |
| 86069 | 12/20/2011 | 00001  | ONE TIME VENDOR               | REFUND D LOFFLER TRANS MEDIC        | 86.31      |
| 86070 | 12/20/2011 | 00001  | ONE TIME VENDOR               | REFUND L DILLON TRANS MEDIC         | 83.56      |
| 86071 | 12/20/2011 | 00001  | ONE TIME VENDOR               | REFUND S ISMAIL OVERPD              | 83.21      |
| 86072 | 12/20/2011 | 00001  | ONE TIME VENDOR               | REFUND T SHIMELIS HP BENEFIT        | 40.00      |
| 86073 | 09/30/2907 | 00001  | ONE TIME VENDOR               | REFUND R RINEHART HP BENEFIT        | 20.00      |
| 86074 | 12/20/2011 | 00001  | ONE TIME VENDOR               | REFUND L ROBINSON HP BENEFIT        | 20.00      |
| 86075 | 09/20/3019 | 00001  | ONE TIME VENDOR               | REFUND J JACKSON SANTA'S WORKSHOP   | 10.00      |
| 86076 | 12/20/2011 | 04581  | ORION SYSTEMS/NETWORKS        | INVESTIGATIVE RECORDING SYSTEM      | 1,650.00   |
| 86077 | 12/20/2011 | 01284  | POSTMASTER                    | MAILING JAN CITY NEWS               | 4,500.00   |
| 86078 | 12/20/2011 | 00396  | DEPT OF PUBLIC SAFETY         | LEADERSHIP IN POLICE ORGANIZATIONS  | 800.00     |
| 86079 | 12/20/2011 | 01373  | AUDRA ROBBINS                 | REIMB FOR MILEAGE FEB - NOV         | 232.71     |
| 86080 | 12/20/2011 | 04778  | DANIEL WILLIAM SCHLUETER      | LOAD SOUND BOARD MCC NOV 18-20      | 50.00      |
| 86081 | 12/20/2011 | 01836  | CITY OF ST PAUL               | PRINTING SRVS                       | 2,536.77   |

|       |            |       |                               |                                |           |
|-------|------------|-------|-------------------------------|--------------------------------|-----------|
| 86081 | 12/20/2011 | 01836 | CITY OF ST PAUL               | 3 TONS AC ASPHALT              | 202.99    |
| 86082 | 12/20/2011 | 04048 | ST. CROIX TREE SERVICE        | TREE TRENCHING APPLEWOOD PARK  | 983.25    |
|       | 12/20/2011 | 04048 | ST. CROIX TREE SERVICE        | TREE TRENCHING PRIORY PRESERVE | 876.38    |
| 86083 | 12/20/2011 | 01566 | RON SVENDSEN                  | REIMB FOR UNIFORM 12/9         | 59.00     |
| 86084 | 12/20/2011 | 01578 | T R F SUPPLY CO.              | SUPPLIES                       | 728.00    |
|       | 12/20/2011 | 01578 | T R F SUPPLY CO.              | SUPPLIES                       | 128.25    |
| 86085 | 12/20/2011 | 04528 | SARA M. R. THOMPSON           | ZUMBA INSTRUCTION - NOV        | 244.25    |
| 86086 | 12/20/2011 | 04357 | UNIVERSAL HOSPITAL SRVS, INC. | MONITOR MAINTENANCE            | 630.00    |
| 86087 | 12/20/2011 | 03305 | WELSH CONSTRUCTION, LLC       | ESCROW REL 3100 KENNARD        | 63,647.53 |
| 86088 | 12/20/2011 | 04381 | ZEUS AND COMPANY              | K-9 FOOD                       | 704.00    |

666,829.49

**52 Checks in this report.**

**CITY OF MAPLEWOOD**  
**Disbursements via Debits to Checking account**

| <b>Transmitted Settlement</b> |             |                              |                                  |                                 |
|-------------------------------|-------------|------------------------------|----------------------------------|---------------------------------|
| <u>Date</u>                   | <u>Date</u> | <u>Payee</u>                 | <u>Description</u>               | <u>Amount</u>                   |
| 12/8/2011                     | 12/12/2011  | U.S. Treasurer               | Federal Payroll Tax              | 94,498.33                       |
| 12/8/2011                     | 12/12/2011  | P.E.R.A.                     | P.E.R.A.                         | 90,932.59                       |
| 12/9/2011                     | 12/12/2011  | MN State Treasurer           | Drivers License/Deputy Registrar | 16,713.07                       |
| 12/8/2011                     | 12/13/2011  | MidAmerica - ING             | HRA Flex plan                    | 13,348.50                       |
| 12/8/2011                     | 12/13/2011  | Labor Unions                 | Union Dues                       | 1,843.00                        |
| 12/12/2011                    | 12/13/2011  | MN State Treasurer           | Drivers License/Deputy Registrar | 35,847.70                       |
| 12/8/2011                     | 12/14/2011  | MN State Treasurer           | State Payroll Tax                | 20,984.96                       |
| 12/13/2011                    | 12/14/2011  | MN State Treasurer           | Drivers License/Deputy Registrar | 36,200.96                       |
| 11/30/2011                    | 12/15/2011  | VANCO                        | Billing fee                      | 150.75                          |
| 12/14/2011                    | 12/15/2011  | MN State Treasurer           | Drivers License/Deputy Registrar | 13,635.57                       |
| 12/8/2011                     | 12/16/2011  | Optum Health                 | DCRP & Flex plan payments        | 1,890.09                        |
| 12/15/2011                    | 12/16/2011  | MN State Treasurer           | Drivers License/Deputy Registrar | 56,527.63                       |
| 12/15/2011                    | 12/16/2011  | MN Dept of Natural Resources | DNR electronic licenses          | 1,348.00                        |
| <b>TOTAL</b>                  |             |                              |                                  | <b><u><u>383,921.15</u></u></b> |

**Check Register**  
**City of Maplewood**

12/23/2011

| Check | Date       | Vendor | Description                     | Amount                               |            |
|-------|------------|--------|---------------------------------|--------------------------------------|------------|
| 86089 | 12/27/2011 | 00283  | CENTURY COLLEGE                 | LAW ENFORCEMENT TRAINING SLOT        | 1,190.00   |
| 86090 | 12/27/2011 | 03365  | NICK FRANZEN                    | REIMB FOR MILEAGE & INT 9/8 - 12/16  | 134.42     |
| 86091 | 12/27/2011 | 04917  | LUNDA CONSTRUCTION CO.          | PROJ 04-21 GLADSTONE PARTPMT#5       | 525,055.46 |
| 86092 | 12/27/2011 | 04316  | CITY OF MINNEAPOLIS RECEIVABLES | AUTO PAWN SYSTEM - NOV               | 558.00     |
| 86093 | 12/27/2011 | 01202  | NYSTROM PUBLISHING CO INC       | PUBLIC HEARING MAILING TRASH COLLEC  | 4,191.57   |
| 86094 | 12/27/2011 | 04829  | CHRISTIE PENN                   | REIMB FOR TUITION & BOOKS 10/20-12/8 | 1,094.60   |
| 86095 | 12/27/2011 | 01337  | RAMSEY COUNTY-PROP REC & REV    | 911 DISPATCH SRVS - NOV              | 24,088.75  |
| 86096 | 12/27/2011 | 04943  | JOE RUEB                        | REIMB FOR MILEAGE 11/16 - 11/29      | 27.91      |
| 86097 | 12/27/2011 | 01409  | S.E.H.                          | PROJ 09-08 ENGINEERING FEES          | 38,817.91  |
|       | 12/27/2011 | 01409  | S.E.H.                          | PROJ 04-21 ENGINEERING FEES          | 37,921.14  |
|       | 12/27/2011 | 01409  | S.E.H.                          | FIRE TRAINING FACILITY PLANNING      | 21,432.74  |
|       | 12/27/2011 | 01409  | S.E.H.                          | EAST METRO FIRE TRAINING FACILITY    | 17,941.97  |
|       | 12/27/2011 | 01409  | S.E.H.                          | PROJ 11-22 ENGINEERING FEES          | 1,602.12   |
|       | 12/27/2011 | 01409  | S.E.H.                          | WETLAND MITIGATION MONITORING        | 1,220.58   |
|       | 12/27/2011 | 01409  | S.E.H.                          | ENGINEERING FEES                     | 427.47     |
|       | 12/27/2011 | 01409  | S.E.H.                          | PROJ 11-19 ENGINEERING FEES          | 308.18     |
|       | 12/27/2011 | 01409  | S.E.H.                          | PROJ 06-02 ENGINEERING FEES          | 213.03     |
| 86098 | 12/27/2011 | 01463  | SISTER ROSALIND GEFRE           | MCC MASSAGES NOV 16-30               | 814.00     |
| 86099 | 12/27/2011 | 01190  | XCEL ENERGY                     | ELECTRIC & GAS UTILITY               | 6,314.31   |
|       | 12/27/2011 | 01190  | XCEL ENERGY                     | ELECTRIC & GAS UTILITY               | 3,790.48   |
|       | 12/27/2011 | 01190  | XCEL ENERGY                     | ELECTRIC & GAS UTILITY               | 3,525.67   |
|       | 12/27/2011 | 01190  | XCEL ENERGY                     | ELECTRIC & GAS UTILITY               | 1,759.17   |
|       | 12/27/2011 | 01190  | XCEL ENERGY                     | ELECTRIC & GAS UTILITY               | 290.77     |
|       | 12/27/2011 | 01190  | XCEL ENERGY                     | ELECTRIC UTILITY                     | 51.63      |
| 86100 | 12/27/2011 | 01798  | YOCUM OIL CO.                   | CONTRACT GASOLINE - DEC              | 16,728.34  |
| 86101 | 12/27/2011 | 04969  | HORIBA INTERNATIONAL CORP       | FORENSIC EQUIPMENT                   | 5,454.68   |
| 86102 | 12/27/2011 | 04970  | ACCESSDATA GROUP LLC            | FORENSIC PHONE/COMPUTER PROG         | 6,392.63   |
| 86103 | 12/27/2011 | 01809  | AGGREGATE INDUSTRIES, INC.      | RIP RAP FOR STORM POND REPAIR        | 344.51     |
| 86104 | 12/27/2011 | 00111  | ANIMAL CONTROL SERVICES         | CONTROL FEES 11/21 - 12/18           | 3,036.00   |
| 86105 | 12/27/2011 | 04047  | ASHLAND PRODUCTIONS             | USHERS & LIGHTING TECH MCC           | 531.00     |
| 86106 | 12/27/2011 | 03744  | ANTHONY BARILLA, JR             | REFS 2ND HALF VOLLEYBALL THRU 12/19  | 50.00      |
| 86107 | 12/27/2011 | 00159  | PAUL BARTZ                      | REIMB FOR WATCH BAND CN 11016817     | 21.99      |
| 86108 | 12/27/2011 | 04419  | LOUISE A. BEAMAN                | REFS 2ND HALF VOLLEYBALL THRU 12/19  | 225.00     |
| 86109 | 12/27/2011 | 02667  | OAKLEY BIESANZ                  | VOLUNTEER REWARDS                    | 67.50      |
| 86110 | 12/27/2011 | 01869  | DALE BOETTCHER                  | REFS 2ND HALF VOLLEYBALL THRU 12/19  | 50.00      |
| 86111 | 12/27/2011 | 00202  | JOHN BOHL                       | SECURITY OFFICER MCC EVENT DEC 17    | 140.00     |
| 86112 | 12/27/2011 | 01865  | DON BOWMAN                      | 2ND HALF VOLLEYBALL ASSIGNMENTS TH   | 512.00     |
| 86113 | 12/27/2011 | 04312  | BRANCH & BOUGH                  | EAB PLAN & DISEASE TREE INSPECTION   | 8,800.61   |
| 86114 | 12/27/2011 | 00211  | BRAUN INTERTEC CORP.            | PROJ 04-21 PROF SRVS THRU 12/2       | 6,549.25   |
| 86115 | 12/27/2011 | 03486  | BUBERL BLACK DIRT INC           | BLACK DIRT FOR GOODRICH BALLFIELDS   | 64.13      |
| 86116 | 12/27/2011 | 01871  | KENNETH COOPER                  | REFS 2ND HALF VOLLEYBALL THRU 12/19  | 375.00     |
| 86117 | 12/27/2011 | 03313  | DAMARCO SOLUTIONS LLC           | MSDS MGMT SRVS & HOTLINE ACCESS      | 3,000.00   |
| 86118 | 12/27/2011 | 04967  | MARCUS FORSYTHE                 | REIMB FOR MEALS 12/12 - 12/14        | 21.70      |
| 86119 | 12/27/2011 | 04867  | FOTH INFRASTRUCTURE & ENVIR     | PROF SRVS THRU 12/02                 | 7,874.80   |
| 86120 | 12/02/2907 | 04421  | TRACEY FREDRICK                 | REFS 2ND HALF VOLLEYBALL THRU 12/19  | 125.00     |
| 86121 | 12/27/2011 | 00612  | GYM WORKS INC                   | MCC EXERCISE EQUIP MAINT             | 281.23     |
| 86122 | 11/29/3019 | 03538  | PATRICK JAMES HUBBARD           | REFS 2ND HALF VOLLEYBALL THRU 12/19  | 1,100.00   |
| 86123 | 12/27/2011 | 04950  | JERRY JOHNSON                   | REFS 2ND HALF VOLLEYBALL THRU 12/19  | 150.00     |
| 86124 | 12/27/2011 | 03581  | BRETT KROLL                     | REIMB FOR ATHLETIC SHOES 12/12       | 79.99      |
| 86125 | 12/27/2011 | 04796  | LAURA FENSTERMAKER PHOTOGRAPHY  | PHOTOGRAPHER MCC EVENT 12/10-11      | 200.00     |
| 86126 | 12/27/2011 | 03620  | LILLY RAY MUSIC                 | PERFORMANCE MCC DEC 9                | 1,120.00   |
| 86127 | 12/27/2011 | 00922  | MAILE ENTERPRISES INC           | HYDRANT FLAGS FOR PROJ 10-14/MISC    | 1,068.17   |
| 86128 | 12/27/2011 | 03818  | MEDICA                          | MONTHLY PREMIUM - DEC                | 739.10     |

|       |            |       |                          |                                      |          |
|-------|------------|-------|--------------------------|--------------------------------------|----------|
| 86129 | 12/27/2011 | 04103 | JOHN NEPHEW              | REIMB MEALS,INTERNET & MILEAGE       | 690.95   |
| 86130 | 12/27/2011 | 01175 | CITY OF NORTH ST PAUL    | MONTHLY UTILITIES                    | 2,790.04 |
| 86131 | 12/27/2011 | 00001 | ONE TIME VENDOR          | REFUND L BRYANT-LITTLE BCBS BENEFIT  | 60.00    |
| 86132 | 12/27/2011 | 00001 | ONE TIME VENDOR          | REFUND CAFE ZIA MISC FOOD PERMIT     | 55.00    |
| 86133 | 12/27/2011 | 00001 | ONE TIME VENDOR          | REFUND K SCHINDELDECKER DAY TRIP     | 52.00    |
| 86134 | 12/27/2011 | 00001 | ONE TIME VENDOR          | REFUND D SKOGLUND SCHOOLS OUT        | 30.00    |
| 86135 | 12/27/2011 | 01863 | ROGER PACKER             | REFS 2ND HALF VOLLEYBALL THRU 12/19  | 300.00   |
| 86136 | 12/27/2011 | 02563 | PHILIPS MEDICAL SYSTEMS  | CARDIAC MONITOR SERVICE CONTRACT     | 4,195.08 |
| 86137 | 12/27/2011 | 04432 | EUGENE E. RICHARDSON     | REFS 2ND HALF VOLLEYBALL THRU 12/19  | 300.00   |
| 86138 | 12/27/2011 | 02001 | CITY OF ROSEVILLE        | MONTHLY JOINT POWERS SRVS - DEC      | 625.00   |
| 86139 | 12/27/2011 | 01387 | DR. JAMES ROSSINI        | ADMIN FEE FOR STRESS TEST - DEC      | 100.00   |
| 86140 | 12/27/2011 | 04578 | S & S TREE SPECIALISTS   | BOULEVARD TREE INVENTORY             | 9,750.00 |
| 86141 | 12/27/2011 | 02663 | CARL SAARION             | REFS 2ND HALF VOLLEYBALL THRU 12/19  | 100.00   |
| 86142 | 12/27/2011 | 04778 | DANIEL WILLIAM SCHLUETER | SOUND TECH/EQUIP RENTAL NOV 7        | 330.00   |
| 86143 | 12/27/2011 | 01836 | CITY OF ST PAUL          | STREET LIGHT POLE REPAIR             | 769.34   |
| 86144 | 12/27/2011 | 01522 | STATE OF MINNESOTA       | CITATIONS PURCHASED 11/1/10-10/31/11 | 445.60   |
| 86145 | 12/27/2011 | 01915 | NANCY STEFFEN            | REFS 2ND HALF VOLLEYBALL THRU 12/19  | 100.00   |
| 86146 | 12/27/2011 | 01573 | TOM SZCZEPANSKI          | REIMB FOR SHOES/BINOCULARS           | 299.99   |
|       | 12/27/2011 | 01573 | TOM SZCZEPANSKI          | SECURITY OFFICER FOR MCC DEC 17      | 227.50   |
| 86147 | 12/27/2011 | 01026 | DEPT OF TRANSPORTATION   | PROJ 04-21 TESTING FOR BRIDGE        | 6,944.44 |
| 86148 | 12/27/2011 | 01669 | TWIN CITIES TRANSPORT &  | FORFEITED VEHICLE TOWING-OCT-NOV     | 978.66   |
| 86149 | 12/27/2011 | 04334 | ULTRAMAX                 | AMMUNITION                           | 5,440.00 |
| 86150 | 12/27/2011 | 01872 | MARK WEBER               | REFS 2ND HALF VOLLEYBALL THRU 12/19  | 325.00   |
| 86151 | 12/27/2011 | 01876 | WHAT WORKS INC           | STRATEGIC PLANNING PROJ OCT-DEC      | 1,000.00 |

63 Checks in this report.

793,783.11

CITY OF MAPLEWOOD  
Disbursements via Debits to Checking account

| <u>Transmitted</u><br><u>Date</u> | <u>Settlement</u><br><u>Date</u> | <u>Payee</u>                 | <u>Description</u>               | <u>Amount</u>            |
|-----------------------------------|----------------------------------|------------------------------|----------------------------------|--------------------------|
| 12/16/2011                        | 12/19/2011                       | MN State Treasurer           | Drivers License/Deputy Registrar | 16,195.10                |
| 12/15/2011                        | 12/20/2011                       | MN Dept of Revenue           | Sales Tax                        | 6,677.00                 |
| 12/19/2011                        | 12/20/2011                       | MN State Treasurer           | Drivers License/Deputy Registrar | 30,084.38                |
| 12/15/2011                        | 12/21/2011                       | MN Dept of Revenue           | Fuel Tax                         | 311.64                   |
| 12/16/2011                        | 12/21/2011                       | US Bank VISA One Card*       | Purchasing card items            | 100.58                   |
| 12/20/2011                        | 12/21/2011                       | MN State Treasurer           | Drivers License/Deputy Registrar | 18,416.45                |
| 12/21/2011                        | 12/22/2011                       | MN State Treasurer           | Drivers License/Deputy Registrar | 22,800.73                |
| 12/21/2011                        | 12/22/2011                       | ING - State Plan             | Deferred Compensation            | 27,388.00                |
| 12/22/2011                        | 12/22/2011                       | Conservation Fund            | Fish Creek acquisition           | 600,000.00               |
| 12/16/2011                        | 12/23/2011                       | US Bank VISA One Card*       | Purchasing card items            | 51,668.94                |
| 12/21/2011                        | 12/23/2011                       | ICMA (Vantagepointe)         | Deferred Compensation            | 4,405.76                 |
| 12/22/2011                        | 12/23/2011                       | MN State Treasurer           | Drivers License/Deputy Registrar | 26,143.57                |
| 12/22/2011                        | 12/23/2011                       | MN Dept of Natural Resources | DNR electronic licenses          | 1,170.00                 |
| TOTAL                             |                                  |                              |                                  | <u><u>805,362.15</u></u> |

\*Detailed listing of VISA purchases is attached.

| Transaction Date | Posting Date | Merchant Name         | Transaction Amount | Name         |
|------------------|--------------|-----------------------|--------------------|--------------|
| 12/02/2011       | 12/05/2011   | THE SALVATION ARMY 11 | \$6.95             | ALESIA METRY |
| 12/13/2011       | 12/14/2011   | KOHL'S #0179          | \$83.99            | PAUL THEISEN |
| 12/10/2011       | 12/12/2011   | TOMS TAILORS          | \$9.64             | JAY WENZEL   |
|                  |              |                       | \$100.58           |              |

| Transaction Date | Posting Date | Merchant Name             | Transaction Amount | Name              |
|------------------|--------------|---------------------------|--------------------|-------------------|
| 12/08/2011       | 12/09/2011   | RICHFIELD BUS CO.         | \$351.50           | MANDY ANZALDI     |
| 12/09/2011       | 12/12/2011   | PARTY CITY #768           | \$5.35             | MANDY ANZALDI     |
| 12/05/2011       | 12/07/2011   | CPS INC-DARECATALOUGE.COM | \$148.50           | LONN BAKKE        |
| 12/09/2011       | 12/12/2011   | CPS INC-DARECATALOUGE.COM | \$217.94           | LONN BAKKE        |
| 12/02/2011       | 12/05/2011   | BEST BUY 00005405         | (\$32.12)          | GAYLE BAUMAN      |
| 12/02/2011       | 12/05/2011   | TARGET 00020255           | \$21.41            | GAYLE BAUMAN      |
| 12/09/2011       | 12/12/2011   | HEJNY RENTAL INC          | \$91.96            | OAKLEY BIESANZ    |
| 12/08/2011       | 12/12/2011   | SEARS ROEBUCK 1122        | \$175.67           | TROY BRINK        |
| 12/09/2011       | 12/12/2011   | FASTENAL COMPANY01        | \$42.42            | TROY BRINK        |
| 12/09/2011       | 12/12/2011   | AUTO PLUS LITTLE CANADA   | \$94.18            | TROY BRINK        |
| 12/11/2011       | 12/12/2011   | C&S SUPPLY TRUE VALUE     | \$131.95           | TROY BRINK        |
| 12/12/2011       | 12/13/2011   | BROCK WHITE ST PAUL 180   | \$120.65           | TROY BRINK        |
| 12/14/2011       | 12/16/2011   | THE HOME DEPOT 2801       | \$21.40            | TROY BRINK        |
| 12/14/2011       | 12/15/2011   | RED WING SHOE STORE       | \$186.99           | BRENT BUCKLEY     |
| 12/06/2011       | 12/07/2011   | USPS 26834500133401316    | \$108.49           | SARAH BURLINGAME  |
| 12/12/2011       | 12/13/2011   | CHILI'S-MAPLEWOOD         | \$128.51           | SARAH BURLINGAME  |
| 12/12/2011       | 12/14/2011   | OFFICE DEPOT #1090        | \$85.96            | SARAH BURLINGAME  |
| 12/12/2011       | 12/14/2011   | OFFICE DEPOT #1105        | \$6.50             | SARAH BURLINGAME  |
| 12/14/2011       | 12/16/2011   | OFFICE DEPOT #1090        | (\$6.50)           | SARAH BURLINGAME  |
| 12/06/2011       | 12/07/2011   | VZWRLSS*APOCC VISN        | \$89.81            | HEIDI CAREY       |
| 12/02/2011       | 12/05/2011   | HENRIKSEN ACE HARDWARE    | \$11.76            | SCOTT CHRISTENSON |
| 12/02/2011       | 12/05/2011   | STATE SUPPLY              | \$33.20            | SCOTT CHRISTENSON |
| 12/02/2011       | 12/05/2011   | THE HOME DEPOT 2801       | \$116.81           | SCOTT CHRISTENSON |
| 12/06/2011       | 12/08/2011   | OAKDALE OPTICAL CENT      | \$229.50           | SCOTT CHRISTENSON |
| 12/14/2011       | 12/15/2011   | VIKING ELECTRIC - CREDIT  | (\$292.84)         | SCOTT CHRISTENSON |
| 12/14/2011       | 12/15/2011   | VIKING ELECTRIC - CREDIT  | (\$14.64)          | SCOTT CHRISTENSON |
| 12/14/2011       | 12/15/2011   | VIKING ELECTRIC - CREDIT  | (\$673.31)         | SCOTT CHRISTENSON |
| 12/14/2011       | 12/15/2011   | SPARTAN PROMOTIONAL GRP   | \$223.30           | KERRY CROTTY      |
| 12/09/2011       | 12/12/2011   | G&K SERVICES 182          | \$78.20            | CHARLES DEAVER    |
| 12/05/2011       | 12/06/2011   | LOEFFLER SHOES            | \$159.95           | THOMAS DEBILZAN   |
| 12/06/2011       | 12/07/2011   | MENARDS 3059              | \$64.19            | THOMAS DEBILZAN   |
| 12/13/2011       | 12/14/2011   | QUIZNO'S SUB #1566        | \$8.85             | RICHARD DOBLAR    |
| 12/08/2011       | 12/09/2011   | MENARDS 3059              | (\$2.99)           | DOUG EDGE         |
| 12/08/2011       | 12/09/2011   | MENARDS 3059              | \$41.58            | DOUG EDGE         |
| 12/09/2011       | 12/12/2011   | MENARDS 3059              | \$13.13            | DOUG EDGE         |
| 12/12/2011       | 12/13/2011   | HENRIKSEN ACE HARDWARE    | \$37.00            | DAVE EDSON        |
| 12/12/2011       | 12/14/2011   | NORTHERN TOOL EQUIP-MN    | \$36.37            | DAVE EDSON        |
| 12/14/2011       | 12/15/2011   | AUTOZONE3948              | \$37.48            | DAVE EDSON        |
| 12/02/2011       | 12/05/2011   | WALGREENS #7388           | \$278.96           | PAUL E EVERSON    |
| 12/01/2011       | 12/05/2011   | THE HOME DEPOT 2810       | \$65.54            | LARRY FARR        |
| 12/02/2011       | 12/05/2011   | GOODWILL                  | \$24.97            | LARRY FARR        |
| 12/02/2011       | 12/05/2011   | STAPLES 00118836          | \$246.31           | LARRY FARR        |
| 12/02/2011       | 12/05/2011   | PARK SUPPLY OF AMERICA IN | \$238.03           | LARRY FARR        |
| 12/05/2011       | 12/06/2011   | OVERHEAD DOOR COMP        | \$615.99           | LARRY FARR        |
| 12/05/2011       | 12/06/2011   | NUCO2                     | \$293.62           | LARRY FARR        |
| 12/05/2011       | 12/06/2011   | MUSKA ELECTRIC CO.        | \$3,143.61         | LARRY FARR        |
| 12/05/2011       | 12/06/2011   | WM EZPAY                  | \$432.58           | LARRY FARR        |
| 12/05/2011       | 12/06/2011   | MENARDS 3022              | \$12.81            | LARRY FARR        |
| 12/05/2011       | 12/07/2011   | MOBILE RADIO ENGINEERI    | \$1,387.21         | LARRY FARR        |
| 12/05/2011       | 12/07/2011   | WM EZPAY                  | \$956.37           | LARRY FARR        |
| 12/05/2011       | 12/07/2011   | 0                         | \$50.00            | LARRY FARR        |
| 12/05/2011       | 12/07/2011   | DEPARTMENT OF LABOR AND I | \$60.00            | LARRY FARR        |
| 12/07/2011       | 12/08/2011   | #VALUE!                   | \$2,274.66         | LARRY FARR        |
| 12/07/2011       | 12/08/2011   | AQUA LOGICS INC           | \$1,490.21         | LARRY FARR        |
| 12/07/2011       | 12/08/2011   | AQUA LOGICS INC           | \$491.87           | LARRY FARR        |

|            |            |                           |            |                   |
|------------|------------|---------------------------|------------|-------------------|
| 12/08/2011 | 12/12/2011 | STAPLES 00118836          | \$277.57   | LARRY FARR        |
| 12/09/2011 | 12/12/2011 | G&K SERVICES 182          | \$303.70   | LARRY FARR        |
| 12/09/2011 | 12/12/2011 | G&K SERVICES 182          | \$716.62   | LARRY FARR        |
| 12/10/2011 | 12/12/2011 | TARGET 00021352           | \$2.67     | LARRY FARR        |
| 12/11/2011 | 12/13/2011 | THE HOME DEPOT 2810       | \$32.11    | LARRY FARR        |
| 12/12/2011 | 12/13/2011 | BATTERIES PLUS #31        | (\$32.14)  | LARRY FARR        |
| 12/12/2011 | 12/14/2011 | OFFICE MAX                | \$60.36    | LARRY FARR        |
| 12/13/2011 | 12/14/2011 | SCHINDLER ELEVATOR CORP   | \$590.67   | LARRY FARR        |
| 12/13/2011 | 12/14/2011 | TARGET 00011858           | \$164.87   | LARRY FARR        |
| 12/13/2011 | 12/15/2011 | THE HOME DEPOT 2801       | \$12.09    | LARRY FARR        |
| 12/14/2011 | 12/16/2011 | NORTHERN TOOL EQUIP-MN    | (\$19.29)  | LARRY FARR        |
| 12/15/2011 | 12/16/2011 | TRI DIM FILTER CORP       | \$649.62   | LARRY FARR        |
| 12/07/2011 | 12/09/2011 | SUBWAY 00052159           | \$3.20     | SHANN FINWALL     |
| 12/02/2011 | 12/05/2011 | KEEFE CO PARKING          | \$6.50     | DAVID FISHER      |
| 12/05/2011 | 12/06/2011 | CRIMEREPORTS              | \$1,188.00 | MYCHAL FOWLDS     |
| 12/05/2011 | 12/06/2011 | TOSHIBA BUSINESS SOLUTION | \$1,551.78 | MYCHAL FOWLDS     |
| 12/05/2011 | 12/06/2011 | TOSHIBA BUSINESS SOLUTION | \$200.81   | MYCHAL FOWLDS     |
| 12/05/2011 | 12/06/2011 | TOSHIBA BUSINESS SOLUTION | \$340.95   | MYCHAL FOWLDS     |
| 12/05/2011 | 12/06/2011 | TOSHIBA BUSINESS SOLUTION | \$66.19    | MYCHAL FOWLDS     |
| 12/06/2011 | 12/07/2011 | PEOPLES ELECTRIC CO INC   | \$2,096.00 | MYCHAL FOWLDS     |
| 12/12/2011 | 12/14/2011 | PAY FLOW PRO              | \$59.95    | MYCHAL FOWLDS     |
| 12/06/2011 | 12/07/2011 | SOVRAN INC                | \$1,506.94 | NICK FRANZEN      |
| 12/06/2011 | 12/08/2011 | ZAGG                      | \$99.99    | NICK FRANZEN      |
| 12/13/2011 | 12/14/2011 | IDU*PUBLIC SECTOR         | (\$93.39)  | NICK FRANZEN      |
| 12/14/2011 | 12/15/2011 | IDU*PUBLIC SECTOR         | (\$46.70)  | NICK FRANZEN      |
| 12/15/2011 | 12/16/2011 | IDU*PUBLIC SECTOR         | \$190.70   | NICK FRANZEN      |
| 12/08/2011 | 12/09/2011 | FIRST SHRED               | \$13.00    | JEAN GLASS        |
| 12/08/2011 | 12/09/2011 | FIRST SHRED               | \$13.00    | JEAN GLASS        |
| 12/08/2011 | 12/09/2011 | FIRST SHRED               | \$26.00    | JEAN GLASS        |
| 12/14/2011 | 12/16/2011 | OFFICE DEPOT #1090        | \$20.47    | JEAN GLASS        |
| 12/07/2011 | 12/08/2011 | VZWRLSS*APOCC VISN        | \$176.50   | KAREN GUILFOILE   |
| 12/12/2011 | 12/13/2011 | RAINBOW FOODS 00088617    | \$24.23    | KAREN GUILFOILE   |
| 12/12/2011 | 12/14/2011 | THINGS REMEMBERED 0956    | \$110.34   | KAREN GUILFOILE   |
| 12/02/2011 | 12/05/2011 | WW GRAINGER               | \$94.97    | MARK HAAG         |
| 12/12/2011 | 12/13/2011 | MENARDS 3059              | \$198.07   | GARY HINNENKAMP   |
| 12/14/2011 | 12/15/2011 | MENARDS 3059              | (\$79.23)  | GARY HINNENKAMP   |
| 12/14/2011 | 12/15/2011 | HENRIKSEN ACE HARDWARE    | \$18.61    | GARY HINNENKAMP   |
| 12/13/2011 | 12/14/2011 | ARC*SERVICES/TRAINING     | \$190.00   | RON HORWATH       |
| 12/14/2011 | 12/15/2011 | AQUATICTECHPOOLWEB        | \$112.34   | RON HORWATH       |
| 12/14/2011 | 12/15/2011 | POOLTOY COM               | \$70.46    | RON HORWATH       |
| 12/14/2011 | 12/15/2011 | ARC*SERVICES/TRAINING     | \$57.00    | RON HORWATH       |
| 12/02/2011 | 12/05/2011 | PITNEY BOWES*             | \$304.11   | MARY JACKSON      |
| 12/13/2011 | 12/14/2011 | DATA BUSINESS SYSTEMS     | \$449.72   | MARY JACKSON      |
| 12/03/2011 | 12/05/2011 | CUB FOODS, INC.           | \$17.61    | KEVIN JOHNSON     |
| 12/07/2011 | 12/07/2011 | COMCAST CABLE COMM        | \$143.76   | DUWAYNE KONEWKO   |
| 12/09/2011 | 12/12/2011 | PIONEER PRESS ADVERTISING | \$2,100.00 | DUWAYNE KONEWKO   |
| 12/01/2011 | 12/05/2011 | HP HOME STORE             | \$334.21   | JASON KREGER      |
| 12/06/2011 | 12/08/2011 | THE HOME DEPOT 2801       | \$9.23     | JASON KREGER      |
| 12/09/2011 | 12/12/2011 | CENTURY COLLEGE-CE        | \$115.00   | JASON KREGER      |
| 12/09/2011 | 12/12/2011 | AMAZON.COM                | \$36.99    | JASON KREGER      |
| 12/14/2011 | 12/15/2011 | AMAZON MKTPLACE PMTS      | \$20.12    | JASON KREGER      |
| 12/08/2011 | 12/09/2011 | ST PAUL STAMP WORKS INC   | \$45.48    | NICHOLAS KREKELER |
| 12/02/2011 | 12/05/2011 | UNIFORMS UNLIMITED        | \$324.63   | DAVID KVAM        |
| 12/12/2011 | 12/13/2011 | DON'S PAINT & COLLISION   | \$564.00   | DAVID KVAM        |
| 12/12/2011 | 12/13/2011 | THOMSON WEST*TCD          | \$266.81   | DAVID KVAM        |
| 12/12/2011 | 12/14/2011 | STREICHER'S MO            | \$1,200.00 | DAVID KVAM        |

|            |            |                           |            |                   |
|------------|------------|---------------------------|------------|-------------------|
| 12/14/2011 | 12/14/2011 | COMCAST CABLE COMM        | \$34.00    | DAVID KVAM        |
| 12/14/2011 | 12/16/2011 | UNIFORMS UNLIMITED INC    | \$7.47     | DAVID KVAM        |
| 12/14/2011 | 12/16/2011 | UNIFORMS UNLIMITED INC    | \$159.99   | DAVID KVAM        |
| 12/16/2011 | 12/16/2011 | COMCAST CABLE COMM        | \$59.95    | DAVID KVAM        |
| 12/07/2011 | 12/09/2011 | MINNESOTA SOCIETY00 OF 00 | \$435.00   | STEVE LOVE        |
| 12/05/2011 | 12/06/2011 | WM EZPAY                  | \$191.85   | STEVE LUKIN       |
| 12/08/2011 | 12/12/2011 | ASPEN MILLS INC.          | \$168.50   | STEVE LUKIN       |
| 12/08/2011 | 12/12/2011 | ASPEN MILLS INC.          | \$99.90    | STEVE LUKIN       |
| 12/09/2011 | 12/12/2011 | ASPEN MILLS INC.          | \$158.80   | STEVE LUKIN       |
| 12/13/2011 | 12/14/2011 | FEDEXOFFICE 00006171      | \$69.49    | STEVE LUKIN       |
| 12/05/2011 | 12/07/2011 | WM EZPAY                  | \$125.86   | MARK MARUSKA      |
| 12/09/2011 | 12/12/2011 | G&K SERVICES 182          | \$191.04   | MARK MARUSKA      |
| 12/09/2011 | 12/12/2011 | RED WING SHOE STORE       | \$165.74   | BRENT MEISSNER    |
| 11/30/2011 | 12/05/2011 | BOUND TREE MEDICAL LLC    | \$172.15   | MICHAEL MONDOR    |
| 12/01/2011 | 12/05/2011 | BOUND TREE MEDICAL LLC    | \$391.50   | MICHAEL MONDOR    |
| 12/01/2011 | 12/05/2011 | OFFICE MAX                | \$171.39   | MICHAEL MONDOR    |
| 12/06/2011 | 12/07/2011 | ANCOM COMMUNICATIONS INC  | \$163.52   | MICHAEL MONDOR    |
| 12/06/2011 | 12/07/2011 | ANCOM TECHNICAL CENTER IN | \$425.00   | MICHAEL MONDOR    |
| 12/06/2011 | 12/07/2011 | ANCOM TECHNICAL CENTER IN | \$415.00   | MICHAEL MONDOR    |
| 12/13/2011 | 12/15/2011 | BOUND TREE MEDICAL LLC    | \$35.19    | MICHAEL MONDOR    |
| 12/13/2011 | 12/15/2011 | TRI-STATE BOBCAT INC.     | \$1,244.67 | BRYAN NAGEL       |
| 12/01/2011 | 12/05/2011 | HEJNY RENTAL INC          | \$43.28    | JOHN NAUGHTON     |
| 12/12/2011 | 12/14/2011 | MILLS FLEET FARM #2,700   | \$39.93    | JOHN NAUGHTON     |
| 12/15/2011 | 12/16/2011 | HENRIKSEN ACE HARDWARE    | \$10.30    | JOHN NAUGHTON     |
| 12/01/2011 | 12/05/2011 | PAPER PLUS-ROS00108803    | \$907.08   | SHELLY NEPHEW     |
| 12/01/2011 | 12/05/2011 | PAPER PLUS-ROS00108803    | \$337.45   | SHELLY NEPHEW     |
| 12/01/2011 | 12/05/2011 | PAPER PLUS-ROS00108803    | \$289.24   | SHELLY NEPHEW     |
| 12/01/2011 | 12/05/2011 | PAPER PLUS-ROS00108803    | \$192.83   | SHELLY NEPHEW     |
| 12/02/2011 | 12/05/2011 | ST PAUL STAMP WORKS INC   | \$83.06    | SHELLY NEPHEW     |
| 12/06/2011 | 12/07/2011 | USPS 26834800133401563    | \$7.63     | SHELLY NEPHEW     |
| 12/06/2011 | 12/08/2011 | PAKOR INC                 | \$257.73   | SHELLY NEPHEW     |
| 12/08/2011 | 12/12/2011 | DOLRTREE 3150 00031500    | \$11.78    | SHELLY NEPHEW     |
| 12/09/2011 | 12/12/2011 | OFFICE DEPOT #1090        | \$27.61    | SHELLY NEPHEW     |
| 12/12/2011 | 12/13/2011 | CUB FOODS, INC.           | \$16.49    | SHELLY NEPHEW     |
| 12/02/2011 | 12/05/2011 | RAINBOW FOODS 00088617    | \$15.30    | AMY NIVEN         |
| 12/05/2011 | 12/07/2011 | OFFICE DEPOT #1090        | \$217.79   | AMY NIVEN         |
| 12/09/2011 | 12/12/2011 | G&K SERVICES 182          | \$802.24   | AMY NIVEN         |
| 12/15/2011 | 12/16/2011 | USPS 26834500133401316    | \$5.95     | AMY NIVEN         |
| 12/12/2011 | 12/13/2011 | MENARDS 3059              | \$21.07    | RICHARD NORDQUIST |
| 12/11/2011 | 12/12/2011 | BEST BUY MHT 00000109     | \$85.68    | MICHAEL NYE       |
| 12/12/2011 | 12/13/2011 | BEST BUY MHT 00000109     | (\$85.68)  | MICHAEL NYE       |
| 12/06/2011 | 12/08/2011 | OFFICE DEPOT #1090        | \$58.67    | MARY KAY PALANK   |
| 12/12/2011 | 12/13/2011 | OFFICEWORLD.COM           | \$32.90    | MARY KAY PALANK   |
| 12/14/2011 | 12/15/2011 | STAPLS9222634067000       | \$19.27    | MARY KAY PALANK   |
| 12/02/2011 | 12/05/2011 | PRESS PUBLICATIONS        | \$560.00   | CHRISTINE PENN    |
| 12/08/2011 | 12/09/2011 | BANNERS.COM               | \$91.38    | CHRISTINE PENN    |
| 12/08/2011 | 12/12/2011 | ORIENTAL TRADING CO       | \$483.20   | CHRISTINE PENN    |
| 12/09/2011 | 12/12/2011 | DOLRTREE 3150 00031500    | \$56.78    | CHRISTINE PENN    |
| 12/10/2011 | 12/12/2011 | DOLRTREE 4375 00043752    | \$19.28    | CHRISTINE PENN    |
| 12/10/2011 | 12/12/2011 | CUB FOODS, INC.           | \$47.09    | CHRISTINE PENN    |
| 12/12/2011 | 12/14/2011 | MIDWAY PARTY RENTAL       | \$288.44   | CHRISTINE PENN    |
| 12/09/2011 | 12/12/2011 | THE HOME DEPOT 2801       | \$27.47    | ROBERT PETERSON   |
| 12/08/2011 | 12/09/2011 | PCI*MEDCO SUPPLY          | \$81.58    | PHILIP F POWELL   |
| 12/01/2011 | 12/05/2011 | TOUSLEY FORD I27228006    | \$153.50   | STEVEN PRIEM      |
| 12/02/2011 | 12/05/2011 | TOUSLEY FORD I27228006    | \$19.72    | STEVEN PRIEM      |
| 12/02/2011 | 12/05/2011 | WINTER EQUIPMENT C        | \$405.65   | STEVEN PRIEM      |

|            |            |                           |            |                  |
|------------|------------|---------------------------|------------|------------------|
| 12/02/2011 | 12/05/2011 | GOODYEAR AUTO SRV CT 6920 | \$84.92    | STEVEN PRIEM     |
| 12/02/2011 | 12/05/2011 | AMERICAN FASTENER AND SUP | \$147.17   | STEVEN PRIEM     |
| 12/05/2011 | 12/06/2011 | FACTORY MTR PTS #1        | \$89.64    | STEVEN PRIEM     |
| 12/05/2011 | 12/06/2011 | AUTO PLUS LITTLE CANADA   | \$320.63   | STEVEN PRIEM     |
| 12/05/2011 | 12/06/2011 | OREILLY AUTO 00020743     | \$104.97   | STEVEN PRIEM     |
| 12/05/2011 | 12/07/2011 | TRI-STATE BOBCAT INC.     | \$284.64   | STEVEN PRIEM     |
| 12/05/2011 | 12/07/2011 | CRYSTEEL TRUCK EQUIP INC  | \$40.48    | STEVEN PRIEM     |
| 12/06/2011 | 12/07/2011 | AUTO PLUS NO ST PAUL      | \$194.80   | STEVEN PRIEM     |
| 12/06/2011 | 12/07/2011 | AUTO PLUS NO ST PAUL      | \$13.40    | STEVEN PRIEM     |
| 12/06/2011 | 12/08/2011 | TOUSLEY FORD I27228006    | \$33.02    | STEVEN PRIEM     |
| 12/06/2011 | 12/08/2011 | TRUCK UTILITIES           | \$155.49   | STEVEN PRIEM     |
| 12/06/2011 | 12/08/2011 | KREMER SERVICES           | \$57.12    | STEVEN PRIEM     |
| 12/07/2011 | 12/08/2011 | AUTO PLUS NO ST PAUL      | \$127.93   | STEVEN PRIEM     |
| 12/07/2011 | 12/08/2011 | AUTO PLUS NO ST PAUL      | \$109.17   | STEVEN PRIEM     |
| 12/07/2011 | 12/08/2011 | CATCO - BEMIDJI           | \$56.12    | STEVEN PRIEM     |
| 12/07/2011 | 12/08/2011 | BAUER BUILT TIRE 18       | \$180.29   | STEVEN PRIEM     |
| 12/07/2011 | 12/09/2011 | TOUSLEY FORD I27228006    | \$70.76    | STEVEN PRIEM     |
| 12/09/2011 | 12/12/2011 | AUTO PLUS NO ST PAUL      | (\$231.17) | STEVEN PRIEM     |
| 12/09/2011 | 12/12/2011 | TOUSLEY FORD I27228006    | \$77.95    | STEVEN PRIEM     |
| 12/09/2011 | 12/12/2011 | POLAR CHEVROLET MAZDA PAR | \$179.36   | STEVEN PRIEM     |
| 12/12/2011 | 12/13/2011 | HENRIKSEN ACE HARDWARE    | \$35.87    | STEVEN PRIEM     |
| 12/12/2011 | 12/14/2011 | TOUSLEY FORD I27228006    | \$439.80   | STEVEN PRIEM     |
| 12/12/2011 | 12/14/2011 | TOUSLEY FORD I27228006    | \$136.33   | STEVEN PRIEM     |
| 12/12/2011 | 12/14/2011 | TOUSLEY FORD I27228006    | \$56.15    | STEVEN PRIEM     |
| 12/13/2011 | 12/14/2011 | A-ABCO AUTO PARTS         | \$20.35    | STEVEN PRIEM     |
| 12/13/2011 | 12/14/2011 | FACTORY MTR PTS #1        | \$36.69    | STEVEN PRIEM     |
| 12/13/2011 | 12/14/2011 | FACTORY MTR PTS #1        | \$35.64    | STEVEN PRIEM     |
| 12/13/2011 | 12/14/2011 | HENRIKSEN ACE HARDWARE    | \$17.93    | STEVEN PRIEM     |
| 12/13/2011 | 12/14/2011 | AMERICAN FASTENER AND SUP | \$24.75    | STEVEN PRIEM     |
| 12/13/2011 | 12/15/2011 | TOUSLEY FORD I27228006    | \$17.27    | STEVEN PRIEM     |
| 12/14/2011 | 12/16/2011 | TOUSLEY FORD I27228006    | \$452.82   | STEVEN PRIEM     |
| 12/15/2011 | 12/16/2011 | POMPS TIRE SERVICE, INC   | \$1,078.45 | STEVEN PRIEM     |
| 12/15/2011 | 12/16/2011 | FACTORY MTR PTS #1        | \$222.86   | STEVEN PRIEM     |
| 12/15/2011 | 12/16/2011 | FACTORY MTR PTS #1        | \$107.00   | STEVEN PRIEM     |
| 11/30/2011 | 12/05/2011 | DALCO ENTERPRISES, INC    | \$364.76   | MICHAEL REILLY   |
| 12/06/2011 | 12/07/2011 | HILLYARD INC MINNEAPOLIS  | \$1,043.25 | MICHAEL REILLY   |
| 12/03/2011 | 12/05/2011 | AMAZON MKTPLACE PMTS      | \$44.41    | LORI RESENDIZ    |
| 12/12/2011 | 12/14/2011 | NASM                      | \$129.00   | LORI RESENDIZ    |
| 12/01/2011 | 12/05/2011 | ORIENTAL TRADING CO       | \$60.34    | AUDRA ROBBINS    |
| 12/06/2011 | 12/07/2011 | CUB FOODS, INC.           | \$12.58    | AUDRA ROBBINS    |
| 12/09/2011 | 12/12/2011 | TARGET 00011858           | \$13.27    | AUDRA ROBBINS    |
| 12/08/2011 | 12/09/2011 | ACME TOOLS #220           | \$48.24    | ROBERT RUNNING   |
| 12/08/2011 | 12/12/2011 | DELEGARD TOOL COMPANY     | \$420.50   | ROBERT RUNNING   |
| 12/09/2011 | 12/12/2011 | THE HOME DEPOT 2801       | \$67.36    | ROBERT RUNNING   |
| 12/07/2011 | 12/08/2011 | LILLIE SUBURBAN NEWSPAPE  | \$58.75    | DEB SCHMIDT      |
| 12/06/2011 | 12/08/2011 | OFFICE MAX                | \$37.88    | SCOTT SCHULTZ    |
| 12/14/2011 | 12/16/2011 | METRO SALES INC           | \$648.00   | JOANNE SVENDSEN  |
| 12/09/2011 | 12/12/2011 | STRAUSS SKATE AND BICY    | \$1,817.00 | JAMES TAYLOR     |
| 12/12/2011 | 12/14/2011 | OFFICE MAX                | \$34.84    | JAMES TAYLOR     |
| 12/09/2011 | 12/12/2011 | SHELL OIL 57444793608     | \$15.00    | PAUL THIENES     |
| 12/14/2011 | 12/16/2011 | IACP                      | \$120.00   | DAVID THOMALLA   |
| 12/06/2011 | 12/08/2011 | WWW.THINGSREMEMBERED.COM  | \$203.54   | MICHAEL THOMPSON |
| 12/07/2011 | 12/09/2011 | QUILL CORPORATION         | \$81.80    | SUSAN ZWIEG      |
| 12/12/2011 | 12/13/2011 | QUILL CORPORATION         | \$84.07    | SUSAN ZWIEG      |

\$51,668.94

**Check Register**  
**City of Maplewood**

12/30/2011

| <b>Check</b>                        | <b>Date</b> | <b>Vendor</b>                         | <b>Description</b>                    | <b>Amount</b>       |
|-------------------------------------|-------------|---------------------------------------|---------------------------------------|---------------------|
| 86152                               | 01/03/2012  | 02149 HEIDI CAREY                     | REIMB FOR MILEAGE 6/20 - 12/6         | 37.26               |
| 86153                               | 01/03/2012  | 00555 VIRGINIA GAYNOR                 | REIMB FOR MILEAGE & PARKING           | 248.40              |
|                                     | 01/03/2012  | 00555 VIRGINIA GAYNOR                 | REIMB FOR MILEAGE                     | 220.11              |
|                                     | 01/03/2012  | 00555 VIRGINIA GAYNOR                 | REIMB FOR MILEAGE & PARKING           | 100.52              |
| 86154                               | 01/03/2012  | 04206 H.A. KANTRUD                    | ATTORNEY SERVICE FEES - JAN           | 16,600.00           |
| 86155                               | 01/03/2012  | 02728 KIMLEY-HORN & ASSOCIATES INC    | PROJ 04-21 PROF SRVS THRU 11/30       | 37,354.40           |
|                                     | 01/03/2012  | 02728 KIMLEY-HORN & ASSOCIATES INC    | PROJ 08-13 PROF SRVS THRU 11/30       | 1,831.15            |
| 86156                               | 01/03/2012  | 00985 METROPOLITAN COUNCIL            | WASTEWATER - JANUARY                  | 202,927.10          |
| 86157                               | 01/03/2012  | 02274 SPRINT                          | SPRINT SRVS 11/15 - 12/14             | 7,624.32            |
| 86158                               | 01/03/2012  | 01546 SUBURBAN SPORTSWEAR             | SHIRTS FOR CLINIC                     | 189.00              |
| 86159                               | 01/03/2012  | 01190 XCEL ENERGY                     | ELECTRIC & GAS UTILITY                | 23,208.57           |
| 86160                               | 01/01/2012  | 00983 METRO SALES INC                 | LEASE PMT 12/15/11 - 01/15/12         | 1,137.15            |
| 86161                               | 01/01/2012  | 04154 TARGET SOLUTIONS                | ONLINE TRAINING                       | 5,700.00            |
| 86162                               | 01/03/2012  | 00163 BAUER BUILT                     | SET OF FOUR SNOPLUS LOADER TIRES (M   | 10,864.40           |
| 86163                               | 01/03/2012  | 03738 CHARLES E. BETHEL               | ATTORNEY SERVICE FEES/RENT - JAN      | 4,775.00            |
| 86164                               | 01/03/2012  | 02437 DAHLEN AND DWYER INC            | APPRAISALS FOR BENEFIT ASSESSMENTS    | 3,250.00            |
| 86165                               | 01/03/2012  | 00412 DONALD SALVERDA & ASSOCIATES    | REGISTRATION FEE                      | 600.00              |
| 86166                               | 01/03/2012  | 04035 ENVIRE. HEALTH CONSULTANTS INC  | ENVIRONMENTAL TESTING                 | 1,818.65            |
| 86167                               | 01/03/2012  | 00003 ESCROW REFUND                   | ESCROW REL C JACOBSON MEADOWLARI      | 750.00              |
| 86168                               | 01/03/2012  | 02081 FINAL TOUCH SERVICES, LLC       | FINAL CLEANING MCC POOL AREA          | 619.76              |
| 86169                               | 01/03/2012  | 00702 ICMA                            | MEMBERSHIP DUES                       | 1,102.40            |
| 86170                               | 01/03/2012  | 02237 IMPERIAL IMPRESSIONS            | WITNESS/VICTIM STATEMENT              | 503.91              |
| 86171                               | 01/03/2012  | 00827 L M C I T                       | WORK COMP QTR JAN-MAR 2012            | 105,371.75          |
|                                     | 01/03/2012  | 00827 L M C I T                       | INSURANCE QTR PREMIUM JAN-MAR 2012    | 46,544.50           |
| 86172                               | 01/03/2012  | 04973 LIGHTHOUSE RECORDS INC.         | EQUIP & SOUND TECH MCC JAN 6 & 7      | 800.00              |
| 86173                               | 01/03/2012  | 04972 NORTH SUBURBAN HAZARDOUS MATERI | CYANIDE MONITOR                       | 319.56              |
| 86174                               | 01/03/2012  | 03069 MN AMBULANCE ASSN               | MEMBERSHIP DUES                       | 75.00               |
| 86175                               | 01/03/2012  | 01079 MN CHIEFS OF POLICE ASSN        | MEMBERSHIP DUES                       | 425.00              |
| 86176                               | 01/03/2012  | 01175 CITY OF NORTH ST PAUL           | FIBER OPTIC ACCESS CHARGE - DEC       | 1,000.00            |
| 86177                               | 01/03/2012  | 00001 ONE TIME VENDOR                 | REFUND G STEIN CANCELLED CONCERT      | 42.85               |
| 86178                               | 01/03/2012  | 02008 RAMSEY COUNTY PUBLIC WORKS      | PROJ 08-13 CONSTRUCTION COSTS         | 511,337.48          |
|                                     | 01/03/2012  | 02008 RAMSEY COUNTY PUBLIC WORKS      | PROJ 08-13 CONSTRUCTION COSTS         | 37,457.65           |
| 86179                               | 01/03/2012  | 01342 RAMSEY CTY CHF OF POLICE ASSN   | MEMBERSHIP DUES                       | 75.00               |
| 86180                               | 01/03/2012  | 04787 RICHARD ALAN PRODUCTIONS        | TEDDY BEAR BAND MCC JAN 28            | 660.00              |
| 86181                               | 01/03/2012  | 04971 RSC EQUIPMENT RENTAL            | USED 2006 JLG SCISSOR LIFT26' DC30-32 | 8,883.45            |
| 86182                               | 01/03/2012  | 01418 SAM'S CLUB DIRECT               | VENDING MACHINE SUPPLIES              | 321.94              |
|                                     | 01/03/2012  | 01418 SAM'S CLUB DIRECT               | SUPPLIES FOR CARVER & EDGERTON        | 206.69              |
|                                     | 01/03/2012  | 01418 SAM'S CLUB DIRECT               | SANTA WORKSHOP SUPPLIES               | 5.24                |
| 86183                               | 01/03/2012  | 03879 SANSIO                          | EMS FEES - JAN                        | 577.08              |
| 86184                               | 01/03/2012  | 04048 ST. CROIX TREE SERVICE          | TREE TRENCHING CONTRAIN OAK WILT      | 748.13              |
| 86185                               | 01/03/2012  | 01538 STREICHER'S                     | RIFLES/TACTICAL LIGHTS/SHOTGUNS       | 8,613.05            |
| 86186                               | 01/03/2012  | 01649 TRI-STATE BOBCAT, INC.          | STROBE & RADIO FOR TOOLCAT 5610       | 821.65              |
| 86187                               | 01/03/2012  | 02727 WEAVER ELEMENTARY APT           | CHARITABLE GAMBLING                   | 250.00              |
| 86188                               | 01/03/2012  | 03948 AARON WULFF                     | BALLROOM DANCE INSTRUCTION            | 183.00              |
| #####                               |             |                                       |                                       | <u>1,046,181.12</u> |
| <b>##### Checks in this report.</b> |             |                                       |                                       |                     |

**CITY OF MAPLEWOOD**  
**Disbursements via Debits to Checking account**

| <b>Transmitted</b> | <b>Settlement</b> |                    |                                  |  |                   |
|--------------------|-------------------|--------------------|----------------------------------|--|-------------------|
| <u>Date</u>        | <u>Date</u>       | <u>Payee</u>       | <u>Description</u>               |  | <u>Amount</u>     |
| 12/21/2012         | 12/27/2012        | U.S. Treasurer     | Federal Payroll Tax              |  | 95,908.33         |
| 12/21/2012         | 12/27/2012        | P.E.R.A.           | P.E.R.A.                         |  | 89,857.09         |
| 12/21/2012         | 12/27/2012        | MidAmerica - ING   | HRA Flex plan                    |  | 21,696.25         |
| 12/21/2012         | 12/27/2012        | Labor Unions       | Union Dues                       |  | 3,645.32          |
| 12/23/2012         | 12/27/2012        | MN State Treasurer | Drivers License/Deputy Registrar |  | 40,415.36         |
| 12/21/2012         | 12/28/2012        | MN State Treasurer | State Payroll Tax                |  | 21,067.80         |
| 12/27/2012         | 12/28/2012        | MN State Treasurer | Drivers License/Deputy Registrar |  | 29,062.65         |
| 12/28/2012         | 12/29/2012        | MN State Treasurer | Drivers License/Deputy Registrar |  | 21,987.61         |
| 12/28/2012         | 12/29/2012        | US Bank            | Bank fees                        |  | 60.62             |
| 12/29/2012         | 12/30/2012        | MN State Treasurer | Drivers License/Deputy Registrar |  | 29,790.93         |
| <b>TOTAL</b>       |                   |                    |                                  |  | <b>353,491.96</b> |

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> |
|----------------|-------------------|----------------------|---------------|
|                | 12/09/11          | JUENEMANN, KATHLEEN  | 416.42        |
|                | 12/09/11          | KOPPEN, MARVIN       | 416.42        |
|                | 12/09/11          | LLANAS, JAMES        | 416.42        |
|                | 12/09/11          | NEPHEW, JOHN         | 416.42        |
|                | 12/09/11          | ROSSBACH, WILLIAM    | 473.15        |
|                | 12/09/11          | STRAUTMANIS, MARIS   | 202.00        |
|                | 12/09/11          | AHL, R. CHARLES      | 5,358.72      |
|                | 12/09/11          | ANTONEN, JAMES       | 5,800.00      |
|                | 12/09/11          | BURLINGAME, SARAH    | 1,966.93      |
|                | 12/09/11          | KANTRUD, HUGH        | 184.62        |
|                | 12/09/11          | CHRISTENSON, SCOTT   | 2,979.19      |
|                | 12/09/11          | FARR, LARRY          | 3,030.67      |
|                | 12/09/11          | JAHN, DAVID          | 2,248.68      |
|                | 12/09/11          | RAMEAUX, THERESE     | 3,389.29      |
|                | 12/09/11          | BAUMAN, GAYLE        | 4,214.97      |
|                | 12/09/11          | URBANSKI, HOLLY      | 600.00        |
|                | 12/09/11          | ANDERSON, CAROLE     | 1,970.68      |
|                | 12/09/11          | DEBILZAN, JUDY       | 1,270.58      |
|                | 12/09/11          | JACKSON, MARY        | 2,129.28      |
|                | 12/09/11          | KELSEY, CONNIE       | 2,569.23      |
|                | 12/09/11          | RUEB, JOSEPH         | 2,493.80      |
|                | 12/09/11          | ARNOLD, AJLA         | 1,535.69      |
|                | 12/09/11          | CAREY, HEIDI         | 2,005.19      |
|                | 12/09/11          | GUILFOILE, KAREN     | 4,376.43      |
|                | 12/09/11          | NEPHEW, MICHELLE     | 1,709.35      |
|                | 12/09/11          | SCHMIDT, DEBORAH     | 2,719.20      |
|                | 12/09/11          | SPANGLER, EDNA       | 1,262.49      |
|                | 12/09/11          | THOMFORDE, FAITH     | 324.00        |
|                | 12/09/11          | CORTESI, LUANNE      | 1,050.23      |
|                | 12/09/11          | LARSON, MICHELLE     | 1,758.15      |
|                | 12/09/11          | MECHELKE, SHERRIE    | 1,026.02      |
|                | 12/09/11          | MOY, PAMELA          | 1,542.40      |
|                | 12/09/11          | OSTER, ANDREA        | 1,886.79      |
|                | 12/09/11          | RICHTER, CHARLENE    | 932.49        |
|                | 12/09/11          | SCHOENECKER, LEIGH   | 1,554.15      |
|                | 12/09/11          | WEAVER, KRISTINE     | 2,288.56      |
|                | 12/09/11          | CORCORAN, THERESA    | 1,882.16      |
|                | 12/09/11          | KVAM, DAVID          | 4,188.29      |
|                | 12/09/11          | PALANK, MARY         | 1,886.77      |
|                | 12/09/11          | POWELL, PHILIP       | 2,903.66      |
|                | 12/09/11          | SVENDSEN, JOANNE     | 2,081.79      |
|                | 12/09/11          | THOMALLA, DAVID      | 4,936.26      |
|                | 12/09/11          | YOUNG, TAMELA        | 1,882.15      |
|                | 06/23/07          | ABEL, CLINT          | 2,842.94      |
|                | 12/09/11          | ALDRIDGE, MARK       | 4,008.33      |
|                | 06/02/19          | BAKKE, LONN          | 3,008.14      |
|                | 12/09/11          | BARTZ, PAUL          | 3,112.39      |
|                | 12/09/11          | BELDE, STANLEY       | 3,022.52      |
|                | 12/09/11          | BENJAMIN, MARKESE    | 3,127.74      |
|                | 12/09/11          | BIERDEMAN, BRIAN     | 3,479.59      |
|                | 12/09/11          | BOHL, JOHN           | 3,568.41      |
|                | 12/09/11          | BUSACK, DANIEL       | 3,538.56      |
|                | 12/09/11          | COFFEY, KEVIN        | 3,105.14      |
|                | 12/09/11          | CROTTY, KERRY        | 3,575.21      |

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|----------|-----------------------|----------|
| 12/09/11 | DEMULLING, JOSEPH     | 3,294.83 |
| 12/09/11 | DOBLAR, RICHARD       | 3,886.81 |
| 12/09/11 | DUGAS, MICHAEL        | 4,205.47 |
| 12/09/11 | ERICKSON, VIRGINIA    | 2,864.58 |
| 12/09/11 | FLOR, TIMOTHY         | 3,574.41 |
| 12/09/11 | FORSYTHE, MARCUS      | 1,964.51 |
| 12/09/11 | FRASER, JOHN          | 3,672.76 |
| 12/09/11 | FRITZE, DEREK         | 2,785.00 |
| 12/09/11 | GABRIEL, ANTHONY      | 3,487.26 |
| 12/09/11 | HAWKINSON JR, TIMOTHY | 2,964.76 |
| 12/09/11 | HER, PHENG            | 2,687.63 |
| 12/09/11 | HIEBERT, STEVEN       | 2,954.18 |
| 12/09/11 | JOHNSON, KEVIN        | 4,479.00 |
| 12/09/11 | KALKA, THOMAS         | 913.08   |
| 12/09/11 | KONG, TOMMY           | 3,219.11 |
| 12/09/11 | KREKELER, NICHOLAS    | 842.40   |
| 12/09/11 | KROLL, BRETT          | 3,052.70 |
| 12/09/11 | LANGNER, SCOTT        | 2,842.94 |
| 12/09/11 | LANGNER, TODD         | 2,943.49 |
| 12/09/11 | LU, JOHNNIE           | 2,961.11 |
| 12/09/11 | LYNCH, KATHERINE      | 2,318.11 |
| 12/09/11 | MARINO, JASON         | 2,908.67 |
| 12/09/11 | MARTIN, JERROLD       | 4,781.31 |
| 12/09/11 | MCCARTY, GLEN         | 3,780.80 |
| 12/09/11 | METRY, ALESIA         | 3,001.43 |
| 12/09/11 | NYE, MICHAEL          | 3,741.58 |
| 12/09/11 | OLSON, JULIE          | 3,472.47 |
| 12/09/11 | PARKER, JAMES         | 2,572.54 |
| 12/09/11 | REZNY, BRADLEY        | 3,296.76 |
| 12/09/11 | RHUDE, MATTHEW        | 2,836.36 |
| 12/09/11 | SHORTREED, MICHAEL    | 4,060.51 |
| 12/09/11 | STEINER, JOSEPH       | 4,171.72 |
| 12/09/11 | SYNIEWSKI, WILLIAM    | 3,298.60 |
| 12/09/11 | SZCZEPANSKI, THOMAS   | 3,117.76 |
| 12/09/11 | TAUZELL, BRIAN        | 2,423.48 |
| 12/09/11 | THEISEN, PAUL         | 3,555.53 |
| 12/09/11 | THIENES, PAUL         | 4,334.26 |
| 12/09/11 | TRAN, JOSEPH          | 3,001.43 |
| 12/09/11 | WENZEL, JAY           | 2,927.84 |
| 12/09/11 | XIONG, KAO            | 2,842.94 |
| 12/09/11 | ANDERSON, BRIAN       | 48.00    |
| 12/09/11 | BAHL, DAVID           | 294.00   |
| 12/09/11 | BASSETT, BRENT        | 96.00    |
| 12/09/11 | BAUMAN, ANDREW        | 3,817.64 |
| 12/09/11 | BIGELBACH, ANTHONY    | 48.00    |
| 12/09/11 | BOURQUIN, RON         | 432.00   |
| 12/09/11 | BRADBURY, RYAN        | 240.00   |
| 12/09/11 | BRESIN, ROBERT        | 240.00   |
| 12/09/11 | CAPISTRANT, JACOB     | 360.00   |
| 12/09/11 | CAPISTRANT, JOHN      | 812.00   |
| 12/09/11 | CRAWFORD, RAYMOND     | 144.00   |
| 12/09/11 | CRUMMY, CHARLES       | 144.00   |
| 12/09/11 | DAWSON, RICHARD       | 3,287.46 |
| 12/09/11 | EVERSON, PAUL         | 3,885.67 |
| 12/09/11 | FOSSUM, ANDREW        | 3,549.08 |
| 12/09/11 | HAGEN, MICHAEL        | 300.00   |
| 12/09/11 | HALE, JOSEPH          | 432.00   |
| 12/09/11 | HALWEG, JODI          | 3,218.38 |
| 12/09/11 | HAWTHORNE, ROCHELLE   | 444.00   |
| 12/09/11 | HENDRICKSON, NICHOLAS | 2,973.72 |
| 12/09/11 | HUTCHINSON, JAMES     | 264.00   |
| 12/09/11 | JANSEN, CHAD          | 438.00   |
| 12/09/11 | JOHNSON, JAMES        | 978.50   |
| 12/09/11 | JONES, JONATHAN       | 432.00   |

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|----------|----------------------|----------|
| 12/09/11 | KANE, ROBERT         | 504.00   |
| 12/09/11 | KARRAS, JAMIE        | 252.00   |
| 12/09/11 | KERSKA, JOSEPH       | 538.00   |
| 12/09/11 | KUBAT, ERIC          | 3,223.59 |
| 12/09/11 | LINDER, TIMOTHY      | 3,008.19 |
| 12/09/11 | LOCHEN, MICHAEL      | 384.00   |
| 12/09/11 | MELLEN, CHRISTOPHER  | 12.00    |
| 12/09/11 | MELLEN, RICHARD      | 291.00   |
| 12/09/11 | MILLER, LADD         | 408.00   |
| 12/09/11 | MILLER, NICHOLAS     | 444.00   |
| 12/09/11 | MONDOR, MICHAEL      | 3,089.18 |
| 12/09/11 | MORGAN, JEFFERY      | 594.75   |
| 12/09/11 | NIELSEN, KENNETH     | 168.00   |
| 12/09/11 | NOVAK, JEROME        | 3,304.74 |
| 12/09/11 | NOWICKI, PAUL        | 171.00   |
| 12/09/11 | OLSON, JAMES         | 3,481.94 |
| 12/09/11 | OPHEIM, JOHN         | 476.00   |
| 12/09/11 | PACHECO, ALPHONSE    | 744.00   |
| 12/09/11 | PETERSON, MARK       | 658.00   |
| 12/09/11 | PETERSON, ROBERT     | 4,172.75 |
| 12/09/11 | PLACE, ANDREA        | 3,571.62 |
| 12/09/11 | POWERS, KENNETH      | 588.00   |
| 12/09/11 | RAINEY, JAMES        | 678.00   |
| 12/09/11 | RANK, NATHAN         | 576.00   |
| 12/09/11 | RANK, PAUL           | 484.00   |
| 12/09/11 | RAVENWALD, CORINNE   | 216.00   |
| 12/09/11 | REYNOSO, ANGEL       | 243.00   |
| 12/09/11 | RICE, CHRISTOPHER    | 647.00   |
| 12/09/11 | SCHULTZ, JEROME      | 291.00   |
| 12/09/11 | SEDLACEK, JEFFREY    | 3,753.82 |
| 12/09/11 | STREFF, MICHAEL      | 3,381.23 |
| 12/09/11 | SVENDSEN, RONALD     | 3,554.86 |
| 12/09/11 | WESSELS, TIMOTHY     | 288.00   |
| 12/09/11 | GERVAIS-JR, CLARENCE | 3,867.86 |
| 12/09/11 | LUKIN, STEVEN        | 4,475.33 |
| 12/09/11 | ZWIEG, SUSAN         | 2,236.49 |
| 12/09/11 | KNUTSON, LOIS        | 2,034.95 |
| 12/09/11 | NIVEN, AMY           | 1,411.62 |
| 12/09/11 | PRIEFER, WILLIAM     | 2,713.17 |
| 12/09/11 | BRINK, TROY          | 2,504.91 |
| 12/09/11 | BUCKLEY, BRENT       | 2,211.31 |
| 12/09/11 | DEBILZAN, THOMAS     | 2,289.31 |
| 12/09/11 | EDGE, DOUGLAS        | 2,104.20 |
| 12/09/11 | JONES, DONALD        | 2,281.31 |
| 12/09/11 | MEISSNER, BRENT      | 2,087.47 |
| 12/09/11 | NAGEL, BRYAN         | 3,408.40 |
| 12/09/11 | OSWALD, ERICK        | 2,509.53 |
| 12/09/11 | RUNNING, ROBERT      | 2,504.91 |
| 12/09/11 | TEVLIN, TODD         | 2,289.31 |
| 12/09/11 | BURLINGAME, NATHAN   | 2,006.40 |
| 12/09/11 | DUCHARME, JOHN       | 2,713.97 |
| 12/09/11 | ENGSTROM, ANDREW     | 2,282.47 |
| 12/09/11 | JACOBSON, SCOTT      | 2,484.80 |
| 12/09/11 | JAROSCH, JONATHAN    | 2,839.97 |
| 12/09/11 | KUMMER, STEVEN       | 3,123.79 |
| 12/09/11 | LINDBLOM, RANDAL     | 2,713.98 |
| 12/09/11 | LOVE, STEVEN         | 3,281.20 |
| 12/09/11 | THOMPSON, MICHAEL    | 4,228.26 |
| 12/09/11 | ZIEMAN, SCOTT        | 92.30    |
| 12/09/11 | JANASZAK, MEGHAN     | 1,482.95 |
| 12/09/11 | KONEWKO, DUWAYNE     | 4,590.46 |
| 12/09/11 | EDSON, DAVID         | 2,170.59 |
| 12/09/11 | HINNENKAMP, GARY     | 2,494.18 |
| 12/09/11 | MARUSKA, MARK        | 3,183.11 |

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|----------|------------------------|----------|
| 12/09/11 | NAUGHTON, JOHN         | 2,359.29 |
| 12/09/11 | NORDQUIST, RICHARD     | 2,127.66 |
| 12/09/11 | BIESANZ, OAKLEY        | 1,407.77 |
| 12/09/11 | DEAVER, CHARLES        | 405.05   |
| 12/09/11 | GERNES, CAROLE         | 224.44   |
| 12/09/11 | HAYMAN, JANET          | 1,156.03 |
| 12/09/11 | HUTCHINSON, ANN        | 2,622.79 |
| 12/09/11 | WACHAL, KAREN          | 836.28   |
| 12/09/11 | GAYNOR, VIRGINIA       | 3,211.95 |
| 12/09/11 | KROLL, LISA            | 1,882.15 |
| 12/09/11 | SINDT, ANDREA          | 2,013.80 |
| 12/09/11 | THOMPSON, DEBRA        | 523.36   |
| 12/09/11 | EKSTRAND, THOMAS       | 3,800.52 |
| 12/09/11 | FINWALL, SHANN         | 3,202.16 |
| 12/09/11 | MARTIN, MICHAEL        | 1,760.07 |
| 12/09/11 | BRASH, JASON           | 2,259.75 |
| 12/09/11 | CARVER, NICHOLAS       | 3,211.95 |
| 12/09/11 | FISHER, DAVID          | 3,778.99 |
| 12/09/11 | SWAN, DAVID            | 2,738.95 |
| 12/09/11 | WELLENS, MOLLY         | 1,611.70 |
| 12/09/11 | ALLEN, KATELYN         | 144.38   |
| 12/09/11 | BERGER, STEPHANIE      | 161.50   |
| 12/09/11 | BETHEL III, CHARLES    | 21.25    |
| 12/09/11 | BJORK, BRANDON         | 181.50   |
| 12/09/11 | DWELLY, KATHLEEN       | 30.00    |
| 12/09/11 | GERMAIN, BRADY         | 96.00    |
| 12/09/11 | GRUENHAGEN, JAYNE      | 7.25     |
| 12/09/11 | KOHLMAN, JENNIFER      | 95.00    |
| 12/09/11 | ROBBINS, AUDRA         | 2,847.74 |
| 12/09/11 | ROBBINS, CAMDEN        | 72.00    |
| 12/09/11 | SCHALLER, SCOTT        | 123.63   |
| 12/09/11 | SCHALLER, TYLER        | 25.38    |
| 12/09/11 | TAYLOR, JAMES          | 2,711.78 |
| 12/09/11 | ADAMS, DAVID           | 1,836.16 |
| 12/09/11 | GERMAIN, DAVID         | 2,134.60 |
| 12/09/11 | HAAG, MARK             | 2,333.35 |
| 12/09/11 | SCHULTZ, SCOTT         | 3,060.34 |
| 12/09/11 | ANZALDI, MANDY         | 1,262.22 |
| 12/09/11 | BRENEMAN, NEIL         | 1,603.72 |
| 12/09/11 | CRAWFORD - JR, RAYMOND | 437.55   |
| 12/09/11 | EVANS, CHRISTINE       | 1,349.60 |
| 12/09/11 | GLASS, JEAN            | 2,103.67 |
| 12/09/11 | HER, PETER             | 411.85   |
| 12/09/11 | HOFMEISTER, MARY       | 1,143.61 |
| 12/09/11 | HOFMEISTER, TIMOTHY    | 393.63   |
| 12/09/11 | KULHANEK-DIONNE, ANN   | 451.01   |
| 12/09/11 | OLSON, SANDRA          | 84.00    |
| 12/09/11 | PELOQUIN, PENNYE       | 692.90   |
| 12/09/11 | PENN, CHRISTINE        | 2,309.67 |
| 12/09/11 | SHERRILL, CAITLIN      | 632.61   |
| 12/09/11 | VUE, LOR PAO           | 238.00   |
| 12/09/11 | ZIELINSKI, JUDY        | 15.40    |
| 12/09/11 | ANDERSON, ALYSSA       | 27.13    |
| 12/09/11 | ANDERSON, MAXWELL      | 279.05   |
| 12/09/11 | BAUDE, SARAH           | 73.00    |
| 12/09/11 | BEITLER, JULIE         | 18.55    |
| 12/09/11 | BIGGS, ANNETTE         | 65.79    |
| 12/09/11 | BRUSOE, CRISTINA       | 45.20    |
| 12/09/11 | BUCKLEY, BRITTANY      | 268.35   |
| 12/09/11 | BUTLER, ANGELA         | 68.00    |
| 12/09/11 | CLARK, PAMELA          | 19.30    |
| 12/09/11 | CRANDALL, KRISTA       | 236.18   |
| 12/09/11 | DEMPSEY, BETH          | 202.00   |
| 12/09/11 | DIONNE, DANIELLE       | 190.50   |

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| 12/09/11 | DUNN, RYAN            | 1,057.06 |
| 12/09/11 | EKSTRAND, DANIEL      | 35.79    |
| 12/09/11 | ERICKSON-CLARK, CAROL | 49.00    |
| 12/09/11 | FLUEGEL, LARISSA      | 107.31   |
| 12/09/11 | FONTAINE, KIM         | 553.06   |
| 12/09/11 | GRAY, MEGAN           | 163.15   |
| 12/09/11 | GRUENHAGEN, LINDA     | 345.90   |
| 12/09/11 | HAGSTROM, EMILY       | 40.20    |
| 12/09/11 | HANSEN, HANNAH        | 265.00   |
| 12/09/11 | HEINRICH, SHEILA      | 460.00   |
| 12/09/11 | HOLMBERG, LADONNA     | 509.00   |
| 12/09/11 | HORWATH, RONALD       | 2,589.01 |
| 12/09/11 | IVES, RANDY           | 147.00   |
| 12/09/11 | JOHNSON, BARBARA      | 97.43    |
| 12/09/11 | JOYER, ANTHONY        | 51.80    |
| 12/09/11 | KOHLER, ROCHELLE      | 54.00    |
| 12/09/11 | KOLLER, NINA          | 352.38   |
| 12/09/11 | KRONHOLM, KATHRYN     | 690.56   |
| 12/09/11 | LAMSON, ELIANA        | 54.00    |
| 12/09/11 | MCCANN, NATALIE       | 68.00    |
| 12/09/11 | NADEAU, KELLY         | 65.65    |
| 12/09/11 | NELSON, ELEONOR       | 175.00   |
| 12/09/11 | NORTHOUSE, KATHERINE  | 136.62   |
| 12/09/11 | PEHOSKI, JOEL         | 48.75    |
| 12/09/11 | POVLITZKI, MARINA     | 38.00    |
| 12/09/11 | PROESCH, ANDY         | 723.38   |
| 12/09/11 | RANEY, COURTNEY       | 202.00   |
| 12/09/11 | RESENDIZ, LORI        | 2,129.22 |
| 12/09/11 | RICHTER, DANIEL       | 136.30   |
| 12/09/11 | RONNING, ISAIAH       | 84.70    |
| 12/09/11 | RONNING, ZACCEUS      | 40.15    |
| 12/09/11 | SCHMIDT, EMILY        | 44.20    |
| 12/09/11 | SCHREIER, ROSEMARIE   | 168.50   |
| 12/09/11 | SCHREINER, MARK       | 49.80    |
| 12/09/11 | SCHREINER, MICHELLE   | 134.26   |
| 12/09/11 | SMITH, ANN            | 121.80   |
| 12/09/11 | SMITH, CASEY          | 104.31   |
| 12/09/11 | SMITLEY, SHARON       | 259.00   |
| 12/09/11 | TAYLOR, JASON         | 79.33    |
| 12/09/11 | THORWICK, MEGAN       | 124.95   |
| 12/09/11 | TREPANIER, TODD       | 530.00   |
| 12/09/11 | TRUE, ANDREW          | 100.15   |
| 12/09/11 | TUPY, HEIDE           | 91.60    |
| 12/09/11 | TUPY, MARCUS          | 287.00   |
| 12/09/11 | WARNER, CAROLYN       | 266.00   |
| 12/09/11 | WEDES, CARYL          | 99.00    |
| 12/09/11 | WOLFGRAM, MARY        | 46.80    |
| 12/09/11 | BOSLEY, CAROL         | 130.00   |
| 12/09/11 | HITE, ANDREA          | 202.25   |
| 12/09/11 | PENN, CAYLA           | 288.00   |
| 12/09/11 | COLEMAN, PATRICK      | 214.25   |
| 12/09/11 | DOUGLASS, TOM         | 1,341.25 |
| 12/09/11 | LONETTI, JAMES        | 490.00   |
| 12/09/11 | MALONEY, SHAUNA       | 238.50   |
| 12/09/11 | PRINS, KELLY          | 1,255.62 |
| 12/09/11 | REILLY, MICHAEL       | 1,950.81 |
| 12/09/11 | SCHULZE, KEVIN        | 488.00   |
| 12/09/11 | THOMPSON, BENJAMIN    | 423.13   |
| 12/09/11 | AICHELE, CRAIG        | 2,282.91 |
| 12/09/11 | PRIEM, STEVEN         | 2,392.46 |
| 12/09/11 | WOEHRLE, MATTHEW      | 2,692.17 |
| 12/09/11 | BERGO, CHAD           | 2,651.63 |
| 12/09/11 | FOWLDS, MYCHAL        | 3,669.86 |
| 12/09/11 | FRANZEN, NICHOLAS     | 2,509.90 |

|         |          |                       |            |
|---------|----------|-----------------------|------------|
|         | 12/09/11 | KREGER, JASON         | 2,066.40   |
| 9985578 | 12/09/11 | SZCZEPANSKI, JOSEPH   | 122.50     |
| 9985579 | 12/09/11 | KHOURY, SARAH         | 336.00     |
| 9985580 | 12/09/11 | VUKICH, CANDACE       | 73.50      |
| 9985581 | 12/09/11 | VANG, TIM             | 252.00     |
| 9985582 | 12/09/11 | ERICSON, RACHEL       | 19.50      |
| 9985583 | 12/09/11 | MCMAHON, MICHAEL      | 60.17      |
| 9985584 | 12/09/11 | ROSTRON, ROBERT       | 220.30     |
| 9985585 | 12/09/11 | SCOTT, HALEY          | 122.27     |
| 9985586 | 12/09/11 | WALES, ABIGAIL        | 72.50      |
| 9985587 | 12/09/11 | AUMOCK, KELLY         | 40.50      |
| 9985588 | 12/09/11 | RANGEL, SAMANTHA      | 128.00     |
| 9985589 | 12/09/11 | BELMARES, GABRIEL     | 165.50     |
| 9985590 | 12/09/11 | REMNYAKOVA, ANZHELIKA | 58.00      |
| 9985591 | 12/09/11 | STEFFEN, MICHAEL      | 87.00      |
|         |          |                       | 515,063.43 |

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> |
|----------------|-------------------|----------------------|---------------|
|                | 12/23/11          | JUENEMANN, KATHLEEN  | 416.42        |
|                | 12/23/11          | KOPPEN, MARVIN       | 416.42        |
|                | 12/23/11          | LLANAS, JAMES        | 416.42        |
|                | 12/23/11          | NEPHEW, JOHN         | 416.42        |
|                | 12/23/11          | ROSSBACH, WILLIAM    | 473.15        |
|                | 12/23/11          | STRAUTMANIS, MARIS   | 192.00        |
|                | 12/23/11          | VALLE, EDWARD        | 50.00         |
|                | 12/23/11          | AHL, R. CHARLES      | 4,958.72      |
|                | 12/23/11          | ANTONEN, JAMES       | 5,300.00      |
|                | 12/23/11          | BURLINGAME, SARAH    | 1,966.92      |
|                | 12/23/11          | KANTRUD, HUGH        | 184.62        |
|                | 12/23/11          | CHRISTENSON, SCOTT   | 2,093.97      |
|                | 12/23/11          | FARR, LARRY          | 3,030.67      |
|                | 12/23/11          | JAHN, DAVID          | 2,041.73      |
|                | 12/23/11          | RAMEAUX, THERESE     | 3,416.86      |
|                | 12/23/11          | BAUMAN, GAYLE        | 4,014.97      |
|                | 12/23/11          | URBANSKI, HOLLY      | 960.00        |
|                | 12/23/11          | ANDERSON, CAROLE     | 1,743.21      |
|                | 12/23/11          | DEBILZAN, JUDY       | 1,270.60      |
|                | 12/23/11          | JACKSON, MARY        | 2,131.28      |
|                | 12/23/11          | KELSEY, CONNIE       | 2,569.25      |
|                | 12/23/11          | RUEB, JOSEPH         | 2,653.96      |
|                | 12/23/11          | ARNOLD, AJLA         | 2,174.33      |
|                | 12/23/11          | CAREY, HEIDI         | 2,005.19      |
|                | 12/23/11          | GUILFOILE, KAREN     | 4,176.43      |
|                | 12/23/11          | NEPHEW, MICHELLE     | 1,574.22      |
|                | 12/23/11          | SCHMIDT, DEBORAH     | 2,719.20      |
|                | 12/23/11          | SPANGLER, EDNA       | 1,086.09      |
|                | 12/23/11          | THOMFORDE, FAITH     | 693.00        |
|                | 12/23/11          | CORTESI, LUANNE      | 1,050.23      |
|                | 12/23/11          | LARSON, MICHELLE     | 1,856.59      |
|                | 12/23/11          | MECHELKE, SHERRIE    | 1,144.91      |
|                | 12/23/11          | MOY, PAMELA          | 1,500.39      |
|                | 12/23/11          | OSTER, ANDREA        | 1,889.31      |
|                | 12/23/11          | RICHTER, CHARLENE    | 1,938.14      |
|                | 12/23/11          | SCHOENECKER, LEIGH   | 1,918.14      |
|                | 12/23/11          | WEAVER, KRISTINE     | 2,313.79      |
|                | 12/23/11          | CORCORAN, THERESA    | 1,882.15      |
|                | 12/23/11          | KVAM, DAVID          | 4,188.29      |
|                | 12/23/11          | PALANK, MARY         | 1,909.72      |
|                | 12/23/11          | POWELL, PHILIP       | 2,903.66      |
|                | 12/23/11          | SVENDSEN, JOANNE     | 2,081.79      |
|                | 12/23/11          | THOMALLA, DAVID      | 4,936.26      |
|                | 10/27/07          | YOUNG, TAMELA        | 1,882.15      |
|                | 12/23/11          | ABEL, CLINT          | 2,987.33      |
|                | 10/20/19          | ALDRIDGE, MARK       | 3,035.97      |
|                | 12/23/11          | BAKKE, LONN          | 3,141.98      |
|                | 12/23/11          | BARTZ, PAUL          | 4,104.37      |
|                | 12/23/11          | BELDE, STANLEY       | 3,363.12      |
|                | 12/23/11          | BENJAMIN, MARKESE    | 2,785.00      |
|                | 12/23/11          | BIERDEMAN, BRIAN     | 3,675.52      |
|                | 12/23/11          | BOHL, JOHN           | 3,328.47      |
|                | 12/23/11          | BUSACK, DANIEL       | 4,505.28      |
|                | 12/23/11          | COFFEY, KEVIN        | 3,105.14      |

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|----------|-----------------------|----------|
| 12/23/11 | CROTTY, KERRY         | 3,575.21 |
| 12/23/11 | DEMULLING, JOSEPH     | 3,080.49 |
| 12/23/11 | DOBLAR, RICHARD       | 3,886.81 |
| 12/23/11 | DUGAS, MICHAEL        | 4,221.35 |
| 12/23/11 | ERICKSON, VIRGINIA    | 3,112.67 |
| 12/23/11 | FLOR, TIMOTHY         | 1,874.41 |
| 12/23/11 | FORSYTHE, MARCUS      | 1,938.63 |
| 12/23/11 | FRASER, JOHN          | 3,370.20 |
| 12/23/11 | FRITZE, DEREK         | 3,337.29 |
| 12/23/11 | GABRIEL, ANTHONY      | 3,594.09 |
| 12/23/11 | HAWKINSON JR, TIMOTHY | 2,887.72 |
| 12/23/11 | HER, PHENG            | 2,687.63 |
| 12/23/11 | HIEBERT, STEVEN       | 3,444.91 |
| 12/23/11 | JOHNSON, KEVIN        | 4,518.87 |
| 12/23/11 | KALKA, THOMAS         | 913.08   |
| 12/23/11 | KONG, TOMMY           | 2,961.11 |
| 12/23/11 | KREKELER, NICHOLAS    | 842.40   |
| 12/23/11 | KROLL, BRETT          | 2,961.11 |
| 12/23/11 | LANGNER, SCOTT        | 2,842.94 |
| 12/23/11 | LANGNER, TODD         | 2,943.49 |
| 12/23/11 | LU, JOHNNIE           | 3,419.78 |
| 12/23/11 | LYNCH, KATHERINE      | 2,159.33 |
| 12/23/11 | MARINO, JASON         | 3,341.12 |
| 12/23/11 | MARTIN, JERROLD       | 3,227.68 |
| 12/23/11 | MCCARTY, GLEN         | 3,304.87 |
| 12/23/11 | METRY, ALESIA         | 3,001.43 |
| 12/23/11 | NYE, MICHAEL          | 3,356.29 |
| 12/23/11 | OLSON, JULIE          | 3,008.14 |
| 12/23/11 | PARKER, JAMES         | 2,258.41 |
| 12/23/11 | REZNY, BRADLEY        | 3,963.81 |
| 12/23/11 | RHUDE, MATTHEW        | 3,144.52 |
| 12/23/11 | SHORTREED, MICHAEL    | 4,060.51 |
| 12/23/11 | STEINER, JOSEPH       | 3,067.48 |
| 12/23/11 | SYPNIEWSKI, WILLIAM   | 2,785.00 |
| 12/23/11 | SZCZEPANSKI, THOMAS   | 3,077.04 |
| 12/23/11 | TAUZELL, BRIAN        | 2,899.30 |
| 12/23/11 | THEISEN, PAUL         | 3,223.07 |
| 12/23/11 | THIENES, PAUL         | 4,591.84 |
| 12/23/11 | TRAN, JOSEPH          | 3,001.43 |
| 12/23/11 | WENZEL, JAY           | 3,610.59 |
| 12/23/11 | XIONG, KAO            | 2,842.94 |
| 12/23/11 | ANDERSON, BRIAN       | 144.00   |
| 12/23/11 | BAHL, DAVID           | 602.00   |
| 12/23/11 | BASSETT, BRENT        | 396.00   |
| 12/23/11 | BAUMAN, ANDREW        | 2,642.69 |
| 12/23/11 | BECK, YANCEY          | 168.00   |
| 12/23/11 | BIGELBACH, ANTHONY    | 96.00    |
| 12/23/11 | BOURQUIN, RON         | 744.00   |
| 12/23/11 | BRADBURY, RYAN        | 18.00    |
| 12/23/11 | BRESIN, ROBERT        | 306.00   |
| 12/23/11 | CAPISTRANT, JACOB     | 801.00   |
| 12/23/11 | CAPISTRANT, JOHN      | 833.00   |
| 12/23/11 | CRAWFORD, RAYMOND     | 102.00   |
| 12/23/11 | CRUMMY, CHARLES       | 432.00   |
| 12/23/11 | DAWSON, RICHARD       | 2,648.38 |
| 12/23/11 | EATON, PAUL           | 246.00   |
| 12/23/11 | EVERSON, PAUL         | 3,266.75 |
| 12/23/11 | FOSSUM, ANDREW        | 2,693.05 |
| 12/23/11 | HAGEN, MICHAEL        | 108.00   |
| 12/23/11 | HALE, JOSEPH          | 238.00   |
| 12/23/11 | HALWEG, JODI          | 2,717.48 |
| 12/23/11 | HAWTHORNE, ROCHELLE   | 156.00   |
| 12/23/11 | HENDRICKSON, NICHOLAS | 2,441.68 |
| 12/23/11 | HUTCHINSON, JAMES     | 448.00   |

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| 12/23/11 | IMM, TRACY           | 84.00    |
| 12/23/11 | JANSEN, CHAD         | 300.00   |
| 12/23/11 | JOHNSON, JAMES       | 734.50   |
| 12/23/11 | JONES, JONATHAN      | 306.00   |
| 12/23/11 | KANE, ROBERT         | 196.00   |
| 12/23/11 | KARRAS, JAMIE        | 174.00   |
| 12/23/11 | KERSKA, JOSEPH       | 300.00   |
| 12/23/11 | KONDER, RONALD       | 288.00   |
| 12/23/11 | KUBAT, ERIC          | 2,383.52 |
| 12/23/11 | LINDER, TIMOTHY      | 2,506.11 |
| 12/23/11 | LOCHEN, MICHAEL      | 416.00   |
| 12/23/11 | MELLEN, CHRISTOPHER  | 156.00   |
| 12/23/11 | MELLEN, RICHARD      | 144.00   |
| 12/23/11 | MILLER, LADD         | 60.00    |
| 12/23/11 | MILLER, NICHOLAS     | 210.00   |
| 12/23/11 | MONDOR, MICHAEL      | 3,089.18 |
| 12/23/11 | MONSON, PETER        | 366.00   |
| 12/23/11 | MORGAN, JEFFERY      | 247.00   |
| 12/23/11 | NIELSEN, KENNETH     | 12.00    |
| 12/23/11 | NOVAK, JEROME        | 2,648.38 |
| 12/23/11 | NOWICKI, PAUL        | 162.00   |
| 12/23/11 | OLSON, JAMES         | 2,642.69 |
| 12/23/11 | OPHEIM, JOHN         | 168.00   |
| 12/23/11 | PACHECO, ALPHONSE    | 648.00   |
| 12/23/11 | PETERSON, MARK       | 189.00   |
| 12/23/11 | PETERSON, ROBERT     | 2,935.08 |
| 12/23/11 | PLACE, ANDREA        | 2,654.03 |
| 12/23/11 | POWERS, KENNETH      | 162.00   |
| 12/23/11 | RAINEY, JAMES        | 288.00   |
| 12/23/11 | RANK, NATHAN         | 816.00   |
| 12/23/11 | RANK, PAUL           | 528.00   |
| 12/23/11 | RAVENWALD, CORINNE   | 360.00   |
| 12/23/11 | REYNOSO, ANGEL       | 378.00   |
| 12/23/11 | RICE, CHRISTOPHER    | 847.00   |
| 12/23/11 | SCHULTZ, JEROME      | 102.00   |
| 12/23/11 | SEDLACEK, JEFFREY    | 2,717.48 |
| 12/23/11 | STREFF, MICHAEL      | 2,698.72 |
| 12/23/11 | SVENDSEN, RONALD     | 3,160.80 |
| 12/23/11 | WESSELS, TIMOTHY     | 666.00   |
| 12/23/11 | WHITE, JOEL          | 444.00   |
| 12/23/11 | GERVAIS-JR, CLARENCE | 3,867.86 |
| 12/23/11 | LUKIN, STEVEN        | 4,475.33 |
| 12/23/11 | ZWIEG, SUSAN         | 2,236.47 |
| 12/23/11 | KNUTSON, LOIS        | 2,034.95 |
| 12/23/11 | NIVEN, AMY           | 1,411.62 |
| 12/23/11 | PRIEFER, WILLIAM     | 4,498.31 |
| 12/23/11 | BRINK, TROY          | 3,148.43 |
| 12/23/11 | BUCKLEY, BRENT       | 2,406.76 |
| 12/23/11 | DEBILZAN, THOMAS     | 2,392.57 |
| 12/23/11 | EDGE, DOUGLAS        | 2,865.24 |
| 12/23/11 | JONES, DONALD        | 2,387.80 |
| 12/23/11 | MEISSNER, BRENT      | 2,150.40 |
| 12/23/11 | NAGEL, BRYAN         | 3,408.40 |
| 12/23/11 | OSWALD, ERICK        | 3,994.95 |
| 12/23/11 | RUNNING, ROBERT      | 3,576.52 |
| 12/23/11 | TEVLIN, TODD         | 2,387.80 |
| 12/23/11 | BURLINGAME, NATHAN   | 2,195.00 |
| 12/23/11 | DUCHARME, JOHN       | 2,713.98 |
| 12/23/11 | ENGSTROM, ANDREW     | 2,468.84 |
| 12/23/11 | JACOBSON, SCOTT      | 2,539.16 |
| 12/23/11 | JAROSCH, JONATHAN    | 2,788.55 |
| 12/23/11 | KUMMER, STEVEN       | 3,239.22 |
| 12/23/11 | LINDBLOM, RANDAL     | 2,713.97 |
| 12/23/11 | LOVE, STEVEN         | 3,281.20 |

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| 12/23/11 | THOMPSON, MICHAEL      | 4,028.25 |
| 12/23/11 | ZIEMAN, SCOTT          | 106.50   |
| 12/23/11 | JANASZAK, MEGHAN       | 1,482.95 |
| 12/23/11 | KONEWKO, DUWAYNE       | 4,390.46 |
| 12/23/11 | EDSON, DAVID           | 2,329.23 |
| 12/23/11 | HINNENKAMP, GARY       | 2,411.74 |
| 12/23/11 | MARUSKA, MARK          | 3,183.11 |
| 12/23/11 | NAUGHTON, JOHN         | 2,386.35 |
| 12/23/11 | NORDQUIST, RICHARD     | 2,283.62 |
| 12/23/11 | BIESANZ, OAKLEY        | 1,506.02 |
| 12/23/11 | DEAVER, CHARLES        | 365.93   |
| 12/23/11 | GERNES, CAROLE         | 31.50    |
| 12/23/11 | HAYMAN, JANET          | 1,380.59 |
| 12/23/11 | HUTCHINSON, ANN        | 2,622.80 |
| 12/23/11 | SOUTTER, CHRISTINE     | 15.75    |
| 12/23/11 | WACHAL, KAREN          | 879.08   |
| 12/23/11 | GAYNOR, VIRGINIA       | 3,211.95 |
| 12/23/11 | KROLL, LISA            | 1,882.15 |
| 12/23/11 | SINDT, ANDREA          | 2,013.80 |
| 12/23/11 | THOMPSON, DEBRA        | 752.86   |
| 12/23/11 | EKSTRAND, THOMAS       | 3,800.52 |
| 12/23/11 | FINWALL, SHANN         | 3,655.83 |
| 12/23/11 | MARTIN, MICHAEL        | 1,232.71 |
| 12/23/11 | BRASH, JASON           | 2,259.75 |
| 12/23/11 | CARVER, NICHOLAS       | 3,211.95 |
| 12/23/11 | FISHER, DAVID          | 3,778.99 |
| 12/23/11 | SWAN, DAVID            | 2,738.95 |
| 12/23/11 | WELLENS, MOLLY         | 1,660.69 |
| 12/23/11 | ALLEN, KATELYN         | 297.50   |
| 12/23/11 | BERGER, STEPHANIE      | 477.38   |
| 12/23/11 | BETHEL III, CHARLES    | 78.63    |
| 12/23/11 | BJORK, BRANDON         | 299.75   |
| 12/23/11 | DEBILZAN, JAIME        | 31.00    |
| 12/23/11 | GERMAIN, BRADY         | 96.00    |
| 12/23/11 | GRUENHAGEN, JAYNE      | 14.50    |
| 12/23/11 | KLEIN, AARON           | 108.00   |
| 12/23/11 | KLEIN, TIM             | 120.00   |
| 12/23/11 | KOHLMAN, JENNIFER      | 142.50   |
| 12/23/11 | LUBKE, COLLEEN         | 45.00    |
| 12/23/11 | ROBBINS, AUDRA         | 2,847.74 |
| 12/23/11 | ROBBINS, CAMDEN        | 112.00   |
| 12/23/11 | SCHALLER, SCOTT        | 317.13   |
| 12/23/11 | SCHALLER, TYLER        | 50.75    |
| 12/23/11 | TAYLOR, JAMES          | 2,711.78 |
| 12/23/11 | ADAMS, DAVID           | 1,765.10 |
| 12/23/11 | GERMAIN, DAVID         | 2,160.51 |
| 12/23/11 | HAAG, MARK             | 2,542.17 |
| 12/23/11 | SCHULTZ, SCOTT         | 3,060.34 |
| 12/23/11 | ANZALDI, MANDY         | 1,670.70 |
| 12/23/11 | BRENEMAN, NEIL         | 1,603.71 |
| 12/23/11 | CRAWFORD - JR, RAYMOND | 532.86   |
| 12/23/11 | EVANS, CHRISTINE       | 1,380.79 |
| 12/23/11 | GLASS, JEAN            | 2,103.67 |
| 12/23/11 | HER, PETER             | 404.80   |
| 12/23/11 | HOFMEISTER, MARY       | 1,069.60 |
| 12/23/11 | HOFMEISTER, TIMOTHY    | 434.63   |
| 12/23/11 | KULHANEK-DIONNE, ANN   | 406.13   |
| 12/23/11 | OLSON, SANDRA          | 84.00    |
| 12/23/11 | PELOQUIN, PENNYE       | 594.02   |
| 12/23/11 | PENN, CHRISTINE        | 2,309.67 |
| 12/23/11 | SHERRILL, CAITLIN      | 616.49   |
| 12/23/11 | VUE, LOR PAO           | 323.00   |
| 12/23/11 | ZIELINSKI, JUDY        | 46.20    |
| 12/23/11 | ANDERSON, ALYSSA       | 29.87    |

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| 12/23/11 | ANDERSON, MAXWELL     | 347.65   |
| 12/23/11 | BAUDE, SARAH          | 91.25    |
| 12/23/11 | BEITLER, JULIE        | 37.10    |
| 12/23/11 | BIGGS, ANNETTE        | 58.86    |
| 12/23/11 | BRUSOE, CRISTINA      | 90.40    |
| 12/23/11 | BUCKLEY, BRITTANY     | 352.70   |
| 12/23/11 | BUTLER, ANGELA        | 51.00    |
| 12/23/11 | CLARK, PAMELA         | 19.30    |
| 12/23/11 | CRANDALL, KRISTA      | 177.28   |
| 12/23/11 | DEMPSEY, BETH         | 189.38   |
| 12/23/11 | DIONNE, DANIELLE      | 193.45   |
| 12/23/11 | DUNN, RYAN            | 1,065.93 |
| 12/23/11 | EKSTRAND, DANIEL      | 77.18    |
| 12/23/11 | ERICKSON-CLARK, CAROL | 24.50    |
| 12/23/11 | FLUEGEL, LARISSA      | 60.40    |
| 12/23/11 | FONTAINE, KIM         | 611.00   |
| 12/23/11 | GRAY, MEGAN           | 125.91   |
| 12/23/11 | GRUENHAGEN, LINDA     | 343.03   |
| 12/23/11 | HAGSTROM, EMILY       | 115.58   |
| 12/23/11 | HANSEN, HANNAH        | 297.30   |
| 12/23/11 | HEINRICH, SHEILA      | 656.00   |
| 12/23/11 | HOLMBERG, LADONNA     | 613.00   |
| 12/23/11 | HORWATH, RONALD       | 2,589.01 |
| 12/23/11 | JOHNSON, BARBARA      | 108.25   |
| 12/23/11 | JOHNSON, KAITLYN      | 122.76   |
| 12/23/11 | JOYER, ANTHONY        | 88.80    |
| 12/23/11 | KOHLER, ROCHELLE      | 36.00    |
| 12/23/11 | KOLLER, NINA          | 592.00   |
| 12/23/11 | KRONHOLM, KATHRYN     | 750.01   |
| 12/23/11 | LAMSON, ELIANA        | 72.00    |
| 12/23/11 | MCCANN, NATALIE       | 62.00    |
| 12/23/11 | NADEAU, KELLY         | 268.16   |
| 12/23/11 | NADEAU, TAYLOR        | 96.73    |
| 12/23/11 | NELSON, ELEONOR       | 150.00   |
| 12/23/11 | NORTHOUSE, KATHERINE  | 184.75   |
| 12/23/11 | PEHOSKI, JOEL         | 97.50    |
| 12/23/11 | POVLITZKI, MARINA     | 38.00    |
| 12/23/11 | PROESCH, ANDY         | 662.75   |
| 12/23/11 | RANEY, COURTNEY       | 216.00   |
| 12/23/11 | RESENDIZ, LORI        | 2,129.22 |
| 12/23/11 | RICHTER, DANIEL       | 113.40   |
| 12/23/11 | RONNING, ISAIAH       | 138.60   |
| 12/23/11 | RONNING, ZACCEUS      | 82.13    |
| 12/23/11 | SCHMIDT, EMILY        | 82.88    |
| 12/23/11 | SCHREIER, ROSEMARIE   | 166.50   |
| 12/23/11 | SCHREINER, MARK       | 16.43    |
| 12/23/11 | SCHREINER, MICHELLE   | 107.94   |
| 12/23/11 | SCHUNEMAN, GREGORY    | 18.68    |
| 12/23/11 | SMITH, ANN            | 121.80   |
| 12/23/11 | SMITH, CASEY          | 113.93   |
| 12/23/11 | SMITLEY, SHARON       | 310.80   |
| 12/23/11 | TAYLOR, JASON         | 56.91    |
| 12/23/11 | THORWICK, MEGAN       | 101.07   |
| 12/23/11 | TREPANIER, TODD       | 528.00   |
| 12/23/11 | TRUE, ANDREW          | 75.69    |
| 12/23/11 | TUPY, HEIDE           | 91.60    |
| 12/23/11 | TUPY, MARCUS          | 332.50   |
| 12/23/11 | WARNER, CAROLYN       | 316.80   |
| 12/23/11 | WEDES, CARYL          | 99.00    |
| 12/23/11 | WOLFGRAM, MARY        | 93.60    |
| 12/23/11 | BOSLEY, CAROL         | 135.00   |
| 12/23/11 | DANIEL, BREANNA       | 182.75   |
| 12/23/11 | PENN, CAYLA           | 135.00   |
| 12/23/11 | COLEMAN, PATRICK      | 262.50   |

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|         | 12/23/11 | DOUGLASS, TOM         | 1,320.90   |
|         | 12/23/11 | LONETTI, JAMES        | 492.00     |
|         | 12/23/11 | MALONEY, SHAUNA       | 187.50     |
|         | 12/23/11 | PRINS, KELLY          | 1,255.64   |
|         | 12/23/11 | REILLY, MICHAEL       | 1,915.75   |
|         | 12/23/11 | SCHULZE, KEVIN        | 420.00     |
|         | 12/23/11 | THOMPSON, BENJAMIN    | 379.13     |
|         | 12/23/11 | AICHELE, CRAIG        | 3,934.49   |
|         | 12/23/11 | PRIEM, STEVEN         | 2,392.46   |
|         | 12/23/11 | WOEHRLE, MATTHEW      | 3,778.55   |
|         | 12/23/11 | BERGO, CHAD           | 2,651.63   |
|         | 12/23/11 | FOWLDS, MYCHAL        | 6,818.42   |
|         | 12/23/11 | FRANZEN, NICHOLAS     | 2,509.90   |
|         | 12/23/11 | KREGER, JASON         | 2,066.40   |
| 9985606 | 12/23/11 | ABRAHAMSON, AMANDA    | 17.50      |
| 9985607 | 12/23/11 | AYD, GWEN             | 29.00      |
| 9985608 | 12/23/11 | BACHMEIER, JORDAN     | 96.00      |
| 9985609 | 12/23/11 | BONKO, JACK           | 14.50      |
| 9985610 | 12/23/11 | BURNS, ERIC           | 22.50      |
| 9985611 | 12/23/11 | COLLINS, DIANTRE      | 36.00      |
| 9985612 | 12/23/11 | ECONOMY, JOHN         | 52.00      |
| 9985613 | 12/23/11 | ERICKSON, ROBERT      | 21.75      |
| 9985614 | 12/23/11 | FISHER, CHANCE        | 48.00      |
| 9985615 | 12/23/11 | GREENER, DOUGLAS      | 103.50     |
| 9985616 | 12/23/11 | HANNIGAN, RACHEL      | 24.00      |
| 9985617 | 12/23/11 | KHOURY, SARAH         | 462.00     |
| 9985618 | 12/23/11 | KUSTERMAN, KEVIN      | 17.50      |
| 9985619 | 12/23/11 | LARSON, DANIEL        | 72.00      |
| 9985620 | 12/23/11 | MASON, LAURA          | 45.00      |
| 9985621 | 12/23/11 | O'BRIEN, ELIZABETH    | 29.00      |
| 9985622 | 12/23/11 | O'BRIEN, PATRICIA     | 43.50      |
| 9985623 | 12/23/11 | O'BRIEN, REBECCA      | 29.00      |
| 9985624 | 12/23/11 | SVOBODA, NICHOLAS     | 52.00      |
| 9985625 | 12/23/11 | TARR-JR, GUS          | 90.00      |
| 9985626 | 12/23/11 | THIELMAN, DANIEL      | 64.00      |
| 9985627 | 12/23/11 | THIELMAN, RICHARD     | 120.00     |
| 9985628 | 12/23/11 | THIETS, CONNOR        | 48.00      |
| 9985629 | 12/23/11 | THIETS, TAYLOR        | 14.50      |
| 9985630 | 12/23/11 | VUKICH, CANDACE       | 105.00     |
| 9985631 | 12/23/11 | YANG, CHINU           | 45.00      |
| 9985632 | 12/23/11 | VANG, TIM             | 483.00     |
| 9985633 | 12/23/11 | ERICSON, RACHEL       | 55.43      |
| 9985634 | 12/23/11 | FOX, KELLY            | 60.00      |
| 9985635 | 12/23/11 | MCLAURIN, CHRISTOPHER | 60.20      |
| 9985636 | 12/23/11 | MCMAHON, MICHAEL      | 67.91      |
| 9985637 | 12/23/11 | SCOTT, HALEY          | 22.05      |
| 9985638 | 12/23/11 | WALES, ABIGAIL        | 70.69      |
| 9985639 | 12/23/11 | WEINHAGEN, SHELBY     | 36.75      |
| 9985640 | 12/23/11 | RANGEL, SAMANTHA      | 68.00      |
| 9985641 | 12/23/11 | BELMARES, GABRIEL     | 217.50     |
| 9985642 | 12/23/11 | REMNYAKOVA, ANZHELIKA | 79.75      |
| 9985643 | 12/23/11 | STEFFEN, MICHAEL      | 87.00      |
|         |          |                       | 518,701.49 |

**AGENDA REPORT**

TO: James Antonen, City Manager

FROM: Karen Guilfoile, City Clerk

DATE: January 4, 2012

RE: Approval of 2012 Annual Liquor License Renewals for Club, Off-Sale, On-Sale, and Wine

RESOLVED BY THE CITY COUNCIL OF THE CITY OF MAPLEWOOD, RAMSEY COUNTY, MINNESOTA, that the following On-Sale, Off-Sale, Club and Wine Liquor Licenses, having been previously duly issued by this Council, are hereby approved for renewal for one year, effective January 1, 2012, with approvals granted herein subject to satisfactory results of required Police, Fire and health inspections:

**Off-Sale 3.2 Beer Licenses**

---

Cub Foods #30244  
100 West County Road B

Richard's Market  
1344 Frost Avenue

Cub Foods #31264  
2390 White Bear Avenue

SuperAmerica #4022  
1750 White Bear Avenue

Maddie's Market  
1690 McKnight Road North

SuperAmerica #4089  
11 Century Avenue South

Rainbow Foods #8861  
2501 White Bear Avenue

**Off-Sale Intoxicating Liquor Licenses**

---

A1 Liquor  
19 Century Avenue North

Merwin Liquors  
1700-D Rice Street

Big Discount Liquor  
2515 White Bear Avenue

MGM Liquor Warehouse  
2950 White Bear Avenue

Costco Wholesale #1021  
1431 Beam Avenue East

Oak City  
2100 White Bear Avenue

Cub Discount Liquor  
100 West County Road B

Party Time Liquor  
1835 East Larpenteur Avenue

Heritage Liquor LLC  
1347 Frost Avenue

Princess Liquor 'n Tobacco  
2728 Stillwater Road

Hillside Wine & Spirits  
1690 White Bear Avenue

Sarrack's Int'l. Wine & Spirits  
2305 Stillwater Road

Maplewood Wine Cellar  
1281 Frost Avenue

White Bear Liquor & Wine  
2223 White Bear Avenue

**On-Sale 3.2 Beer Licenses**

---

Chipotle Mexican Grill  
3095 White Bear Ave North

**On-Sale Club License**

---

Maplewood Moose Lodge #963  
1946 English Street

**On-Sale Intoxicating Liquor Licenses**

---

5-8 Tavern & Grill  
2289 Minnehaha Avenue

Acapulco Restaurant  
3069 White Bear Avenue

AMF Maplewood Lanes  
1955 English Street

Buffalo Wild Wings 3085  
White Bear Avenue

Champps – Maplewood  
1734 Adolphus Street

Chili's Grill & Bar #224  
1800 Beam Avenue

Chipotle Mexican Grill  
2303 White Bear Avenue

Dean's Tavern  
1986 Rice Street

Dive Bar  
3035 White Bear Avenue

Downtown Lav 52 Km  
3030 Southlawn Dr. N

Goodrich Golf Course  
1820 North Van Dyke

Guldens Roadhouse  
2999 North Highway 61

Huey's Saloon  
2425 North Highway 61

Jake's City Grille  
1745 Beam Avenue East

Myth  
3090 Southlawn Drive North

Olive Garden #1200  
1749 Beam Avenue

Osaka Sushi & Hibachi  
1900 County Road D E

Outback Steakhouse  
1770 Beam Avenue

Red Lobster #0283  
2925 White Bear Avenue

Rookies Sports Bar  
1820 Rice Street North

Sluggers Bar & Grill  
2220 White Bear Avenue North

Stargate Dance Club  
1700 Rice Street, Suite J

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

The Dog House Bar & Grill  
2029 Woodlynn Avenue East

The Ponds at Battle Creek  
601 Century Avenue South

**On-Sale Wine/Strong Beer Licenses**

---

Bambu Asian Cuisine  
1715-A Beam Avenue

Noodles & Company  
2865 White Bear Avenue

Taste of India  
1745 Cope Avenue East

**MEMORANDUM**

**TO:** James Antonen, City Manager  
**FROM:** Karen Guilfoile, City Clerk  
**DATE:** January 4, 2012  
**RE:** Approval of Currency Exchange Annual Renewal for EZ Cash

**Introduction**

EZ Cash, a currency exchange licensee, made application with the State to renew its currency exchange license to operate at 3035 White Bear Avenue.

**Background**

Minnesota Statutes Chapter 53A.04 requires the Department of Commerce to submit any application for licensure as a currency exchange to the governing body of the municipality in which the currency exchange conducts business.

After consulting with Chief Thomalla, there is nothing on record that would prohibit council from renewing the annual currency exchange license. They are a good member of the business community.

**Recommendation**

It is recommended that council approve the annual renewal license for Cashway Checking.

## AGENDA REPORT

**TO:** City Manager, Jim Antonen  
**FROM:** IT Director, Mychal Fowlds  
**SUBJECT:** Authorization to make payment for Eden Systems yearly support contract.  
**DATE:** January 4, 2012

### **Introduction**

Support contracts for software are a major necessity due to the fact that there are always fixes and updates and without the support contracts we're entitled to none of these. Also, in order to speak with any of our third party vendors a support contract is required.

### **Background**

The City of Maplewood has been using Eden Systems for quite some time. We are now using Eden Systems as the major software package for Finance, Community Development, Public Works, HR and Citizen Services divisions. All city employees who work on the budget use Eden Systems.

### **Budget Impact**

This purchase has been planned for and will be funded from the 2012 IT Fund in the amount of \$56,376.81.

### **Recommendation**

It is recommended that authorization be given to pay the support contract for Eden Systems so as to keep current with updates and to keep Eden Systems support available for staff.

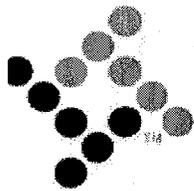
### **Action Required**

Submit to City Council for review and approval.

Attachments:

1. Eden Systems invoice

MRF



**tyler**  
technologies

**Remittance:**

Tyler Technologies, Inc  
P.O. Box 678168  
Dallas, TX 75267-8168

**Invoice**

|                   |             |             |
|-------------------|-------------|-------------|
| <b>Invoice No</b> | <b>Date</b> | <b>Page</b> |
| 045-58438         | 12/12/2011  | 1 of 2      |

**Questions:**

Phone: 207-781-2260  
Toll-free: 1-800-772-2260  
Email: munis.accounting@tylertech.com  
Fax : 207-781-2459 (Accounting Dept)

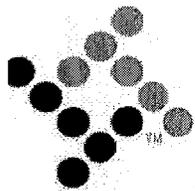
Bill To: City of Maplewood  
Attn: Mychel Fowlides  
1830 E. County Road B.  
Maplewood, MN 55109-2702

Ship To: City of Maplewood  
Attn: Mychel Fowlides  
1830 E. County Road B.  
Maplewood, MN 55109-2702

|                     |               |                  |                 |              |                 |
|---------------------|---------------|------------------|-----------------|--------------|-----------------|
| <b>Customer No.</b> | <b>Ord No</b> | <b>PO Number</b> | <b>Currency</b> | <b>Terms</b> | <b>Due Date</b> |
| 5195                | 29751         |                  | USD             | NET30        | 01/11/2012      |

| Date                             | Description                                       | Units | Rate     | Extended Price |
|----------------------------------|---|-------|----------|----------------|
| Contract No.: MAPLEWOOD, CITY OF |   |       |          |                |
|                                  | GL/AP Support                                     | 1     | 6,866.84 | 6,866.84       |
|                                  | Maintenance: Start: 01/Jan/2012, End: 31/Dec/2012 |       |          |                |
|                                  | Accounts Receivable Support                       | 1     | 1,373.37 | 1,373.37       |
|                                  | Maintenance: Start: 01/Jan/2012, End: 31/Dec/2012 |       |          |                |
|                                  | Forms Citizen Services Support                    | 1     | 448.03   | 448.03         |
|                                  | Maintenance: Start: 01/Jan/2012, End: 31/Dec/2012 |       |          |                |
|                                  | Human Resources Support                           | 1     | 4,498.75 | 4,498.75       |
|                                  | Maintenance: Start: 01/Jan/2012, End: 31/Dec/2012 |       |          |                |
|                                  | Parcel Manager Support                            | 1     | 3,146.25 | 3,146.25       |
|                                  | Maintenance: Start: 01/Jan/2012, End: 31/Dec/2012 |       |          |                |
|                                  | Data Dictionaries Support                         | 1     | 500.18   | 500.18         |
|                                  | Maintenance: Start: 01/Jan/2012, End: 31/Dec/2012 |       |          |                |
|                                  | Licensing Support                                 | 1     | 3,903.36 | 3,903.36       |
|                                  | Maintenance: Start: 01/Jan/2012, End: 31/Dec/2012 |       |          |                |
|                                  | Project Accounting Support                        | 1     | 6,655.72 | 6,655.72       |
|                                  | Maintenance: Start: 01/Jan/2012, End: 31/Dec/2012 |       |          |                |
|                                  | Purchasing Support                                | 1     | 1,373.37 | 1,373.37       |
|                                  | Maintenance: Start: 01/Jan/2012, End: 31/Dec/2012 |       |          |                |
|                                  | Tyler Output Processing Support                   | 1     | 265.96   | 265.96         |
|                                  | Maintenance: Start: 01/Jan/2012, End: 31/Dec/2012 |       |          |                |
|                                  | Tyler Output Processing Support                   | 1     | 2,149.87 | 2,149.87       |
|                                  | Maintenance: Start: 01/Jan/2012, End: 31/Dec/2012 |       |          |                |
|                                  | Administration Support                            | 1     | 4,120.10 | 4,120.10       |
|                                  | Maintenance: Start: 01/Jan/2012, End: 31/Dec/2012 |       |          |                |
|                                  | Parcels w/ Permits Support                        | 1     | 6,299.03 | 6,299.03       |
|                                  | Maintenance: Start: 01/Jan/2012, End: 31/Dec/2012 |       |          |                |
|                                  | Payroll Support                                   | 1     | 8,735.07 | 8,735.07       |
|                                  | Maintenance: Start: 01/Jan/2012, End: 31/Dec/2012 |       |          |                |
|                                  | Agency License Support -1 User                    | 1     | 624.83   | 624.83         |
|                                  | Maintenance: Start: 01/Jan/2012, End: 31/Dec/2012 |       |          |                |
|                                  | Agency License Support -1 User                    | 1     | 4,569.25 | 4,569.25       |
|                                  | Maintenance: Start: 01/Jan/2012, End: 31/Dec/2012 |       |          |                |





**tyler**  
technologies

**Remittance:**

Tyler Technologies, Inc  
P.O. Box 678168  
Dallas, TX 75267-8168

**Invoice**

|                   |             |             |
|-------------------|-------------|-------------|
| <b>Invoice No</b> | <b>Date</b> | <b>Page</b> |
| 045-58438         | 12/12/2011  | 2 of 2      |

**Questions:**

Phone: 207-781-2260  
Toll-free: 1-800-772-2260  
Email: munis.accounting@tylertech.com  
Fax : 207-781-2459 (Accounting Dept)

Bill To: City of Maplewood  
Attn: Mychel Fowldes  
1830 E. County Road B.  
Maplewood, MN 55109-2702

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|                     |               |                  |                 |              |                 |
|---------------------|---------------|------------------|-----------------|--------------|-----------------|
| <b>Customer No.</b> | <b>Ord No</b> | <b>PO Number</b> | <b>Currency</b> | <b>Terms</b> | <b>Due Date</b> |
| 5195                | 29751         |                  | USD             | NET30        | 01/11/2012      |

| Date | Description | Units | Rate | Extended Price |
|------|-------------|-------|------|----------------|
|------|-------------|-------|------|----------------|

|                      |           |
|----------------------|-----------|
| <b>Subtotal</b>      | 55,529.98 |
| <b>Sales Tax</b>     | 846.83    |
| <b>Invoice Total</b> | 56,376.81 |

## AGENDA REPORT

To: City Manager James Antonen  
From: Chief of Police David J. Thomalla  
Subject: Request Approval of 2012 Youth Service Bureau Service Agreement  
Date: December 20, 2011

Introduction

The Maplewood Police Department is requesting City Council approval to renew an agreement with the Youth Service Bureau to provide diversion services for juvenile offenders in 2012.

Background

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

A copy of the 2012 service agreement is attached. The only change from the 2011 agreement is a rate increase of 3%.

The City Attorney has reviewed and approved this service agreement.

Recommendation

It is recommended that the City Council approve the 2012 service agreement with the Youth Service Bureau.

Action Required

Submit to the City Council for review and approval.

DJT:js

Attachments

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

The City of Maplewood, through its Police Department, City Hall, 1830 County Road B East, Maplewood, Minnesota, 55109, hereinafter referred to as the "City," and Youth Service Bureau, Inc., 101 West Pine Street, Stillwater, Minnesota, 55082, hereinafter referred to as the "Contractor," enter into this agreement for the period from January 1, 2012, to December 31, 2012.

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

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

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

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

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

Community members will have active and direct involvement in programming;

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

NOW, THEREFORE, the parties agree as follows:

1. Contractor's Duties – The Contractor agrees to the provision of the following services:
  - a. Recruit and support community work-service sites. Supervise and monitor community work-service clients who are ordered by the court and/or referred by the Maplewood Police Department.

- b. Educational and prevention programs, specifically as follows: chemical awareness, fire awareness, theft awareness, violence awareness, or another approved alternative. Eligible juveniles include those who are referred by the Maplewood Police Department. The reason for the referral must be behavior or actions that could result in a police report and a petition for delinquency.
  - c. Evaluation and counseling. Counseling services include crisis intervention, youth, and family and group counseling. Referrals will be made for psychological/psychiatric evaluation and long-term mental health treatment.
  - d. The Maplewood Police Department agrees to provide victims of crimes diverted by local law enforcement the opportunity for direct or indirect involvement into how the juvenile should be held accountable, including consideration of the impact of the crime on the victim and any specific needs for restitution. When necessary, due to the offense, restitution will be determined and collected.
  - e. When possible and appropriate, facilitate restorative justice interventions, such as victim/offender mediation, family group conferencing, and/or community panels, so that juvenile offenders are held directly accountable to the victim and victimized community through some form of reparation.
2. Attachments and References – The Contractor agrees to provide the enumerated services in Exhibit A, which is attached and incorporated herein by reference.
  3. Cost and Delivery of Purchased Services – The total amount to be paid to the Contractor for services purchased under this agreement shall not exceed Twenty-Six Thousand Five Hundred Twenty Dollars (\$26,520). For these services, the City agrees to make quarterly payments to the Contractor of Six Thousand Six Hundred and Thirty Dollars (\$6,630) on or about February 15, May 1, August 1, and November 1, 2012.
  4. Eligibility for Services – A Ramsey or Washington County resident between the ages of five and eighteen (or older if still in high school), their family members, and the victims of juvenile crime who are assessed to be appropriate shall be eligible for the services provided under the terms of this agreement.
  5. Evaluation, Reporting, and Information Requirements – The Contractor agrees to reasonable evaluations of its programs, employees, and volunteers and make them available for review by the Maplewood Police Department if so requested. The Contractor agrees to comply with all reporting requirements as assigned by law, rule, or contract by the State of Minnesota and Ramsey County. The Contractor further agrees to abide by all laws and rules regarding confidentiality and data practices. The Contractor agrees to provide necessary information allowed by law and deemed necessary by the Maplewood Police Department on referred cases.

6. Indemnification – The Contractor agrees to indemnify, defend, and hold harmless the City, its officers, employees, and agents for all claims arising out of the Contractor's activities related to the services provided under this agreement up to the liability limits set forth in Minn. Stat. 466.04. The City will indemnify YSB, Inc., from and against all liability up to the liability limits set forth in Minn. Stat. 466.04. No other provision of this agreement shall serve to limit in any way the obligations of the Contractor to indemnify and defend the City under this clause.
  
7. Insurance Requirements – The Contractor agrees that in order to protect itself, as well as the City, from claims arising out of the Contractor's activities under this agreement, it will at all times during the term of this agreement keep in force policies of insurance providing the following liabilities: professional liability insurance policy in the minimum amount of Four Hundred Thousand Dollars (\$400,000) bodily injury or death of one person; One Million Two Hundred Thousand Dollars (\$1,200,000) for bodily injury per occurrence; comprehensive general liability insurance policy in the minimum amount of Four Hundred Thousand Dollars (\$400,000) bodily injury or death of one person; One Million Two Hundred Thousand Dollars (\$1,200,000) bodily injury per occurrence; One Million Dollars (\$1,000,000) property damage; automobile insurance, including non-owned and hired autos, in the minimum of Four Hundred Thousand Dollars (\$400,000) bodily injury or death of one person; One Million Two Hundred Thousand Dollars (\$1,200,000) bodily injury per occurrence; and One Million Dollars (\$1,000,000) property damage. The Contractor further agrees to maintain Workers' Compensation insurance in the statutory amounts. Certificates of Insurance showing the coverage listed herein shall be provided to the City prior to the effective date of this contract.
  
8. Data Privacy – All data collected, created, received, maintained, or disseminated for any purpose by the activities of the Contractor because of this agreement is governed by the Minnesota Government Data Practices Act, Minn. Stat. Chapter 13, as amended, the Minnesota Rules implementing such Act now in force or as adopted, as well as federal regulations on data privacy.
  
9. Record Disclosures/Monitoring – Pursuant to Minn. Stat. 16C.05, Subd. 5, the Contractor agrees that the City, the State Auditor, or any of their duly authorized representatives at any time during normal business hours and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., which are pertinent to the accounting practices and procedures of the Contractor and involve transactions relating to this agreement. The Contractor agrees to maintain these records for a period of three years from the date of termination of this agreement.

10. Nondiscrimination – During the performance of this agreement, the Contractor agrees to the following: No person shall, on the grounds of race, color, religion, age, sex, disability, marital status, public assistance status, criminal record, creed, or national origin be excluded from full employment rights in, participation in, be denied the benefits of, or be otherwise subjected to discrimination under any and all applicable federal and state laws against discrimination.
11. Independent Contractor – Nothing contained in this agreement is intended or should be construed as creating the relationship of co-partners or joint ventures with the City or the Maplewood Police Department. No tenure or any rights or benefits, including Workers' Compensation, unemployment insurance, medical care, sick leave, vacation leave, severance pay, PERA, or other benefits available to City employees shall accrue to the Contractor or employees of the Contractor performing services under this agreement.
12. Conditions of the Parties' Obligation – This agreement may be canceled by either party at any time, with or without cause, upon 30 days' notice, in writing, delivered by mail, or in person. Any alterations, variations, modifications, or waivers of the provisions of this agreement shall be valid only when they have been reduced to writing, duly signed by both parties, and attached to the original of this agreement.
13. Compliance With Law – The Contractor shall abide by all federal, state, or local laws, statutes, ordinances, rules, and regulations now in effect or hereinafter adopted insofar as they relate to the Contractor's performance of the provisions of this agreement.
14. Firearms – Unless specifically required by the terms of this contract, no provider of services pursuant to this contract, including, but not limited to, employees, agents, or subcontractors of the Contractor shall carry or possess a firearm on City premises. Violation of this provision shall be considered a substantial breach of the agreement. Violation of this provision is grounds for immediate suspension or termination of this contract, without notice, pursuant to Section 12.
15. Savings Clause – If any section of this agreement is found to be invalid or not enforceable, the remainder of the agreement will remain in force and binding.
16. Governing Law – The laws of Minnesota shall govern the interpretation and prosecution of this agreement.
17. Notices – If any official correspondence concerning this agreement needs to be communicated to the other party, the following shall be deemed the effective addresses:

As to the City:

Maplewood Police Department  
1830 County Road B East  
Maplewood, MN 55109

As to the Youth Service Bureau:

Youth Service Bureau, Inc.  
101 West Pine Street  
Stillwater, MN 55082

IN WITNESS THEREOF, the City and the Contractor have executed this agreement this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

APPROVED AS TO FORM

By: \_\_\_\_\_  
City Attorney

By: \_\_\_\_\_  
Mayor, City of Maplewood

By: \_\_\_\_\_  
City Manager, City of Maplewood

By: \_\_\_\_\_  
Chief of Police, City of Maplewood

By: \_\_\_\_\_  
Executive Director, Youth Service Bureau, Inc.

Contact Information

Contact Person            Mary Planten-Krell  
   Executive Director

Address:                    Youth Service Bureau, Inc.  
   101 West Pine Street  
   Stillwater, MN 55082

Phone:                      (651) 439-8800

E-Mail:                      [mary.planten-krell@ysb.net](mailto:mary.planten-krell@ysb.net)

Web Address:              [www.ysb.net](http://www.ysb.net)



*Improving young lives*

**GENERAL ASSESSMENT**

**1-2 hours**

**no fee**

Client, parents(s), and Youth Service Bureau (YBS) staff participates in a meeting to determine appropriate services. A diversion plan is designed that may include Community Work Service, awareness classes, individual/family counseling, AODA assessment/counseling, 90 day no use contract, etc.

*\*General Assessments typically take place at YSB offices.*

**VICTIM-OFFENDER SERVICES**

**no fee**

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

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

**COMMUNITY WORK SERVICE**

**no fee**

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

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

**COUNSELING**

**Accept most insurance policies or sliding-fee available**

YSB offers youth and family counseling. Sessions focus on developing strategies to resolve immediate and future problems. Services include individual and/or family sessions, typically occurring at a nearby YSB service location.



*Improving young lives*

**AWARENESS CLASSES;**

**Theft Awareness Program (TAP)                      2.5 hours            \$55.00 fee**

Class discusses devastating financial burden to the community as a result of theft, possible consequences of theft, also offers individual time to tell stories and parents the ability to express feelings/frustrations. Although shoplifting is discussed at great length in this class, theft in general is the main focus. Decision-making is related to values.

**Chemical Awareness Program (CAP)            4 hours                      \$55.00 fee**

This class is an opportunity for youth and their families to gain knowledge of illegal drugs and the consequences of usage. The main goals of this class are to help youth make better decisions regarding chemical usage, and equip parents with drug awareness and practical parenting suggestions. Also, most classes include a speaker recovering from chemical abuse/dependence, which offers real life insight.

**Peaceful Alternatives to Conflict (PAC)    4 hours                      \$55.00 fee**

This class focuses on anger awareness and violence. Different forms of violence are recognized and discussed. Anger triggers and de-escalation possibilities are identified. There is a strong emphasis on effective communication. A homework assignment is given.

**Health Awareness Class (HAC)                      1.5 hours            \$30.00 fee**

This class addresses the dangers and legal consequences of tobacco use. This is strictly an educational experience. However, information and resources for breaking tobacco habits are made available.

**Fire Awareness Class (FAP)                      1.5 hours            \$30.00 fee**

This class emphasizes fire safety awareness and impact to victim(s) or possible victims. Class content may be tailored to meet the needs of the individual offender. This class is scheduled as needed and may not be offered every month.

*\*All class fees are responsibility of juvenile and /or parent(s) of juvenile.*

*\*All classes held at YSB locations. Special exceptions can be made to offer classes within local schools.*

## AGENDA REPORT

**TO:** James Antonen, City Manager  
**FROM:** Michael Thompson, City Engineer/ Dep. Public Works Director  
 Steven Love, Assistant City Engineer  
 Steve Kummer, Civil Engineer II  
**SUBJECT:** **Approval of Resolution Directing Modification of Existing Construction Contract, Change Order No. 4, Hills and Dales Area Street Improvements, City Project 09-15**  
**DATE:** January 2, 2012

### INTRODUCTION

The City Council will consider approving the attached resolution to modify the existing construction contract for the Hills and Dales Area Street Improvements, City Project 09-15. The modifications to the contract include drainage and boulevard improvements along Furness Street, additional services for boulevard rain garden care, and a design change to the Ramsey-Washington Metro Watershed District (RWMWD) basin. These modifications result in an increase to the overall construction contract.

### BACKGROUND

On May 10, 2010, the city council awarded T.A. Schifsky and Sons, Inc. a construction contract for utility and roadway improvements in the amount of \$5,371,115.06. The following change orders have been approved by the city council:

|                         |                    |                 |                  |
|-------------------------|--------------------|-----------------|------------------|
| Change Order #1:        | -\$29,923.02       | Approved        | 6/14/2010        |
| Change Order #2:        | \$48,637.45        | Approved        | 10/25/2010       |
| <u>Change Order #3:</u> | <u>\$34,405.97</u> | <u>Approved</u> | <u>8/22/2011</u> |
| Total Net Change:       | \$53,120.40        |                 |                  |

The revised approved awarded construction contract total is \$5,424,235.46.

### DISCUSSION

Modifications to the contract include the following:

- Item 1: Furness Street Boulevard Grading -- \$9,199.00.** This work consisted of the correction of a homeowner drainage issue at 1842 Furness Street. This included filling in an abandoned ditch, installing a yard drain and grading of a portion of the front yard to improve drainage.
- Item 2: Rain Garden Weeding and Maintenance -- \$3,025.00.** This is an authorized amount for Noble Landscaping to maintain the boulevard rain water gardens throughout the entire project area through Spring 2012. Noble is on retainer to weed the gardens and help with plant pruning and maintenance as requested by rain garden owners.

**Item 3: Keller Golf Course Basin Change -- \$5,578.36.** A design change to a large infiltration basin constructed as part of the project was implemented to improve infiltration within the basin area. Funding is provided by the Ramsey Washington Metro Watershed District (RWMWD).

Change Order No. 3 summarized as follows:

|  |                    |
|--|--------------------|
| Item 1: Furness Street Boulevard Grading       | \$ 9,199.00        |
| Item 2: Rain Garden Weeding and Maintenance    | \$ 3,025.00        |
| <u>Item 3: Keller Golf Course Basin Change</u> | <u>\$ 5,578.36</u> |
| Total Change Order #4                          | \$17,802.36        |

The additional work within Change Order No. 4 amounts to \$17,802.36, increasing the overall contract amount as follows:

|  |                       |
|--|-----------------------|
| Original Contract                      | \$5,371,115.06        |
| Net Change Orders Nos. 1 to 3          | \$ 53,120.40          |
| <u>Proposed Net Change Order No. 4</u> | <u>\$ 17,802.36</u>   |
| Revised Contract Amount Proposed       | <b>\$5,442,037.82</b> |

**BUDGET IMPACT**

Approval of Change Order No.4 will increase the contract amount by \$17,802.36 from \$5,424,235.46 to \$5,442,037.82.

No adjustments to the approved budget are needed at this time as Change Order No. 4 falls within the currently approved budget. Also, the city will receive reimbursements from RWMWD for the costs associated with Item 3, the changes to the Keller Golf Course Basin, per the District’s joint powers agreement with the City.

**RECOMMENDATION**

Staff recommends that the council approve the attached Resolution Directing Modification of Existing Construction Contract, Change Order No. 4, for the Hills and Dales Area Street Improvements, City Project 09-15.

Attachments:

1. Resolution Directing Modification of Existing Construction Contract, Change Order No. 4
2. Change Order No. 4
3. Location Map

**RESOLUTION  
DIRECTING MODIFICATION OF EXISTING CONSTRUCTION CONTRACT  
PROJECT 09-15**

WHEREAS, the City Council of Maplewood, Minnesota has heretofore ordered made Improvement Project 09-15, Hills and Dales Area Street Improvements, and has let a construction contract pursuant to Minnesota Statutes, Chapter 429, and

WHEREAS, it is now necessary and expedient that said contract be modified and designated as Improvement Project 09-15, Change Order No. 4.

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

1. The mayor and city engineer are hereby authorized and directed to modify the existing contract by executing said Change Order No. 4 in the amount of 17,802.36.

The revised contract amount is \$5,442,037.82.

Adopted by the Maplewood City Council on this 9<sup>th</sup> day of January, 2012.

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

Project Name: Hills and Dales Area Street Improvements  
 Project No: 09-15  
 Contractor: T.A. Schfsky and Sons, Inc.  
 Change Order No.: 4  
 Date: 1/2/2012

The following revisions shall be made to the contract documents:

- 1842 Furness Street Drainage Work (WOR #21)
- Rain water garden maintenance (WOR #24).
- Day Road Pond Corrections (WOR #25).

|                  | <u>Description</u>     | <u>Unit</u> | <u>Quantity</u> | <u>Price</u> | <u>Total</u> |
|------------------|------------------------|-------------|-----------------|--------------|--------------|
| <i>ADDITIONS</i> |                        |             |                 |              |              |
| 1                | WORK ORDER REQUEST #21 | LS          | 1               | \$ 9,199.00  | \$ 9,199.00  |
| 2                | WORK ORDER REQUEST #24 | LS          | 1               | \$ 3,025.00  | \$ 3,025.00  |
| 3                | WORK ORDER REQUEST #25 | LS          | 1               | \$ 5,578.36  | \$ 5,578.36  |

---

|                                      |          |                     |
|--------------------------------------|----------|---------------------|
| <b>TOTAL NET CHANGE ORDER NUMBER</b> | <b>4</b> | <b>\$ 17,802.36</b> |
|--------------------------------------|----------|---------------------|

**CONTRACT STATUS**

|                             |                        |
|-----------------------------|------------------------|
| Original Contract           | \$ 5,371,115.06        |
| Net Change of Prior Changes | \$ 53,120.40           |
| Change this Change Order    | \$ 17,802.36           |
| <b>Revised Contract:</b>    | <b>\$ 5,442,037.82</b> |

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

Recommended by:  
City of Maplewood Public Works Dept.

\_\_\_\_\_  
Steven L. Kummer, P.E. -- Reg No. 44296

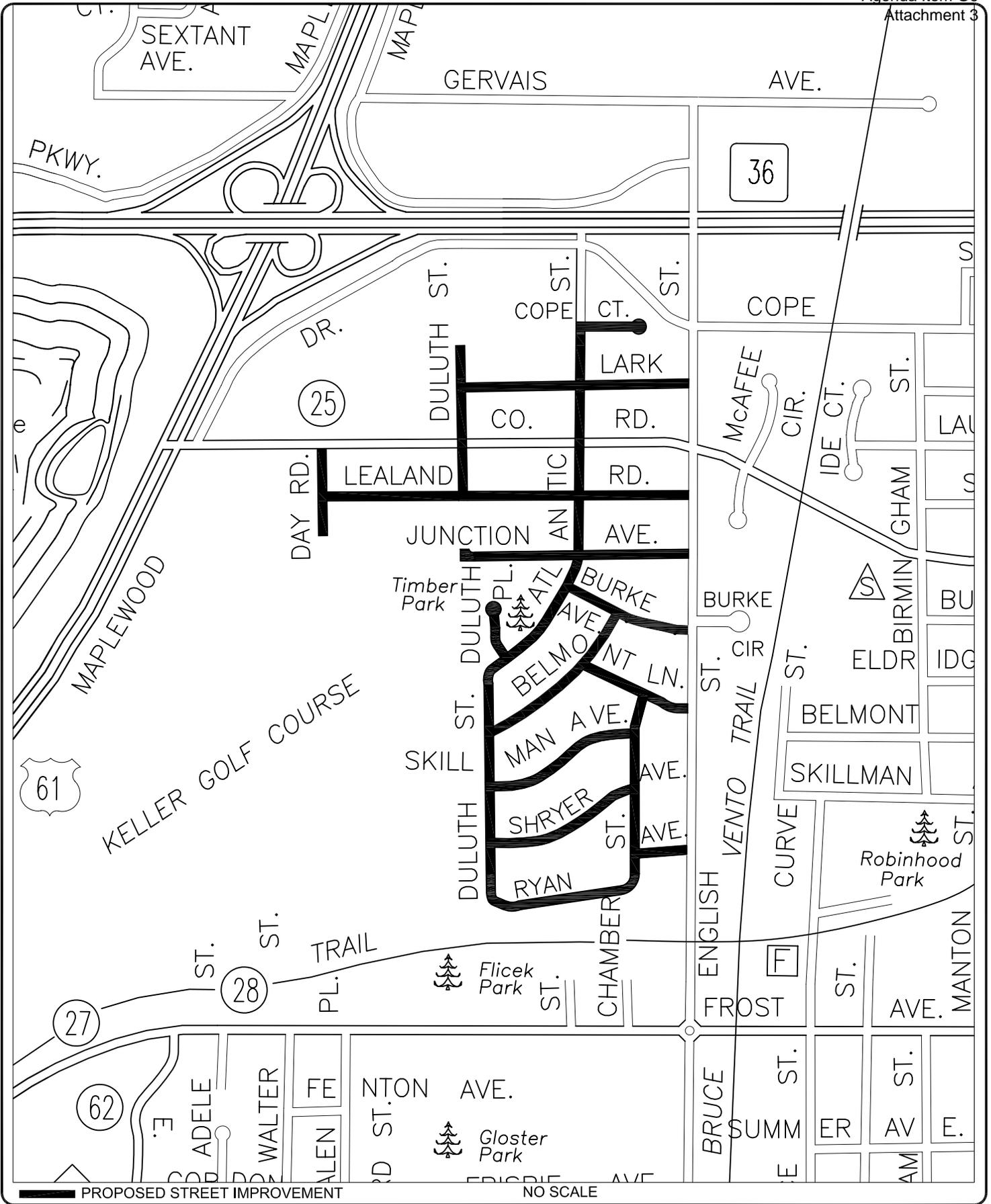
Agreed to by:  
T.A. Schifsky and Sons, Inc.

  
\_\_\_\_\_  
Print Name: JONATHAN HAGER

Approved by:  
City of Maplewood

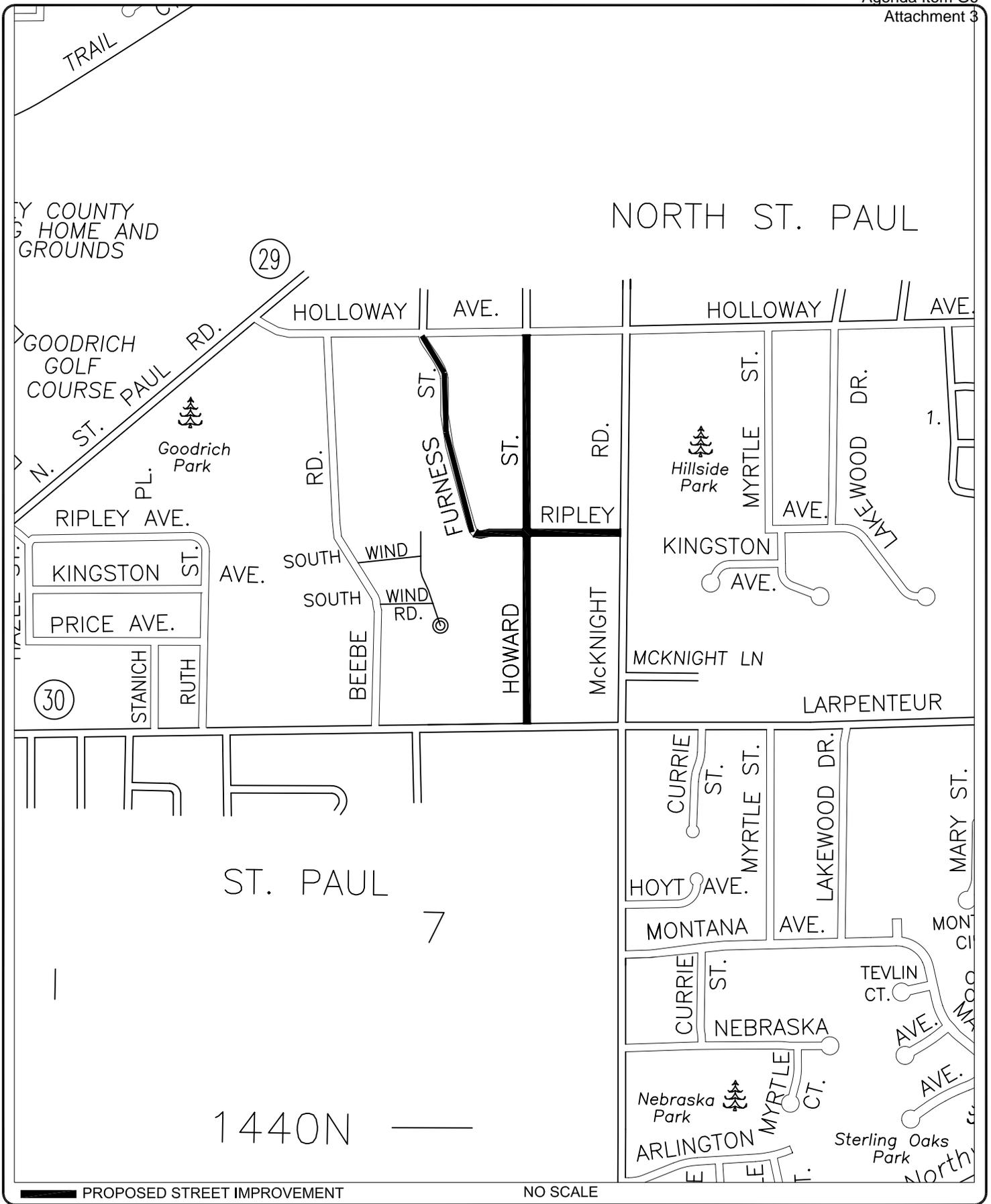
\_\_\_\_\_  
Mayor Will Rossbach

\_\_\_\_\_  
Michael W. Thompson, P.E. -- City Engineer



**Capital Improvement Project for 2010**  
 Hills & Dales Area Street Improvements  
 City Project 09-15





PROPOSED STREET IMPROVEMENT

NO SCALE

**Capital Improvement Project for 2010**  
 Hills & Dales Area Street Improvements  
 City Project 09-15 (AREA 2)



**AGENDA REPORT**

**TO:** James Antonen, City Manager  
**FROM:** Michael Thompson, City Engineer/ Dep. Public Works Director  
 Steven Love, Assistant City Engineer  
 Steve Kummer, Civil Engineer II  
**SUBJECT:** **Approval of Resolution Reducing Retainage on Existing Construction Contract, Hills and Dales Area Street Improvements, City Project 09-15**  
**DATE:** January 2, 2012

**INTRODUCTION**

The construction contract with T.A. Schifsky and Sons, for the Hills and Dales Area Street Improvements (City Project 09-15) is mostly complete. The contractor has requested, by written notice, reduction in contract retainage from 1.0% to 0.5%. The council will consider the attached resolution authorizing the City Engineer to reduce the contract retainage.

**BACKGROUND**

On May 10, 2010, the city council awarded T.A. Schifsky and Sons, Inc. a construction contract for utility and roadway improvements in the amount of \$5,371,115.06. The following change orders have been approved by the city council:

|                         |                    |                   |                  |
|-------------------------|--------------------|-------------------|------------------|
| Change Order #1:        | -\$29,923.02       | Approved          | 6/14/2010        |
| Change Order #2:        | \$48,637.45        | Approved          | 10/25/2010       |
| Change Order #3:        | \$34,405.97        | Approved          | 8/22/2011        |
| <u>Change Order #4:</u> | <u>\$17,802.36</u> | <u>Contingent</u> | <u>1/09/2012</u> |
| Total Net Change:       | \$70,922.76        |                   |                  |

The revised approved awarded construction contract total is \$5,442,037.82. Staff has been working with the contractor to finalize the project including correcting deficiencies with sod and driveways and several other punch list items that need correction before the contract is closed out.

**DISCUSSION**

The total amount of work completed to date is \$5,438,180.39, or 99% of the approved contract amount including all net changes to the contract. The current retainage amount is 1% or \$54,381.80.

City staff and the contractor agree to all quantities to date. The contractor has also fulfilled a majority of their obligation to punch list items and other required project contract work. A reduction in contract retainage to 0.5% is recommended.

**BUDGET IMPACT**

The total amount of retainage held to date is \$54,381.80. A retainage reduction to 0.5% will decrease this amount to \$27,190.90, thereby releasing \$27,190.90 owed to the contractor.

An adjustment in retainage does not increase or decrease the total approved contract amount. No contract or budget adjustments are needed.

## **RECOMMENDATION**

It is recommended that the city council approve the attached resolution directing the City Engineer to reduce retainage on the existing construction contract for City Project 09-15 from 1.0% to 0.5%.

Attachments:

1. Resolution
2. Location Map
3. Contractor Letter

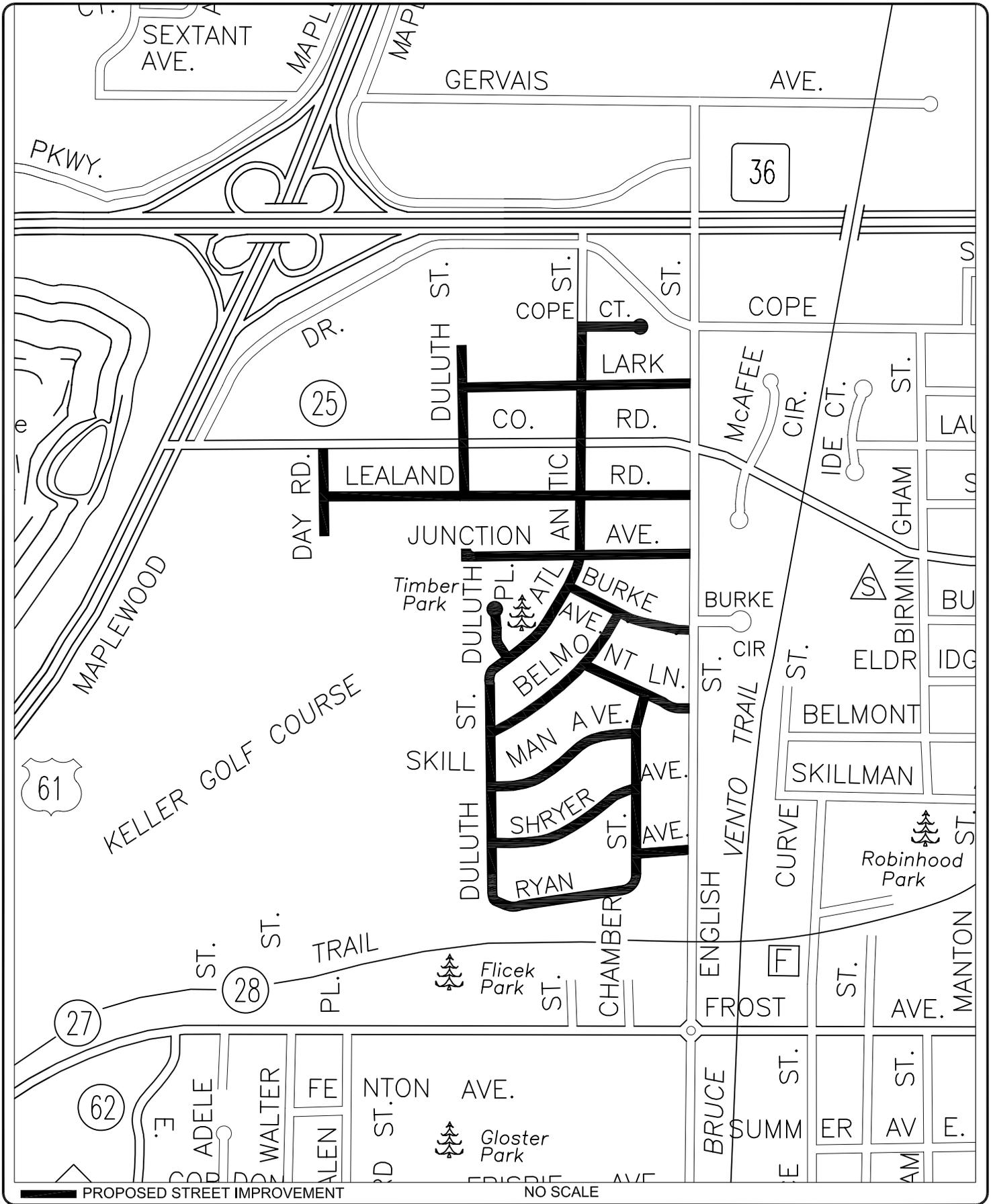
RESOLUTION  
DIRECTING REDUCTION OF RETAINAGE ON EXISTING CONSTRUCTION CONTRACT  
PROJECT 09-15

WHEREAS, the City Council of Maplewood, Minnesota has previously ordered Improvement Project 09-15, Hills and Dales Area Street Improvements, and has let a construction contract pursuant to Minnesota Statutes, Chapter 429, and

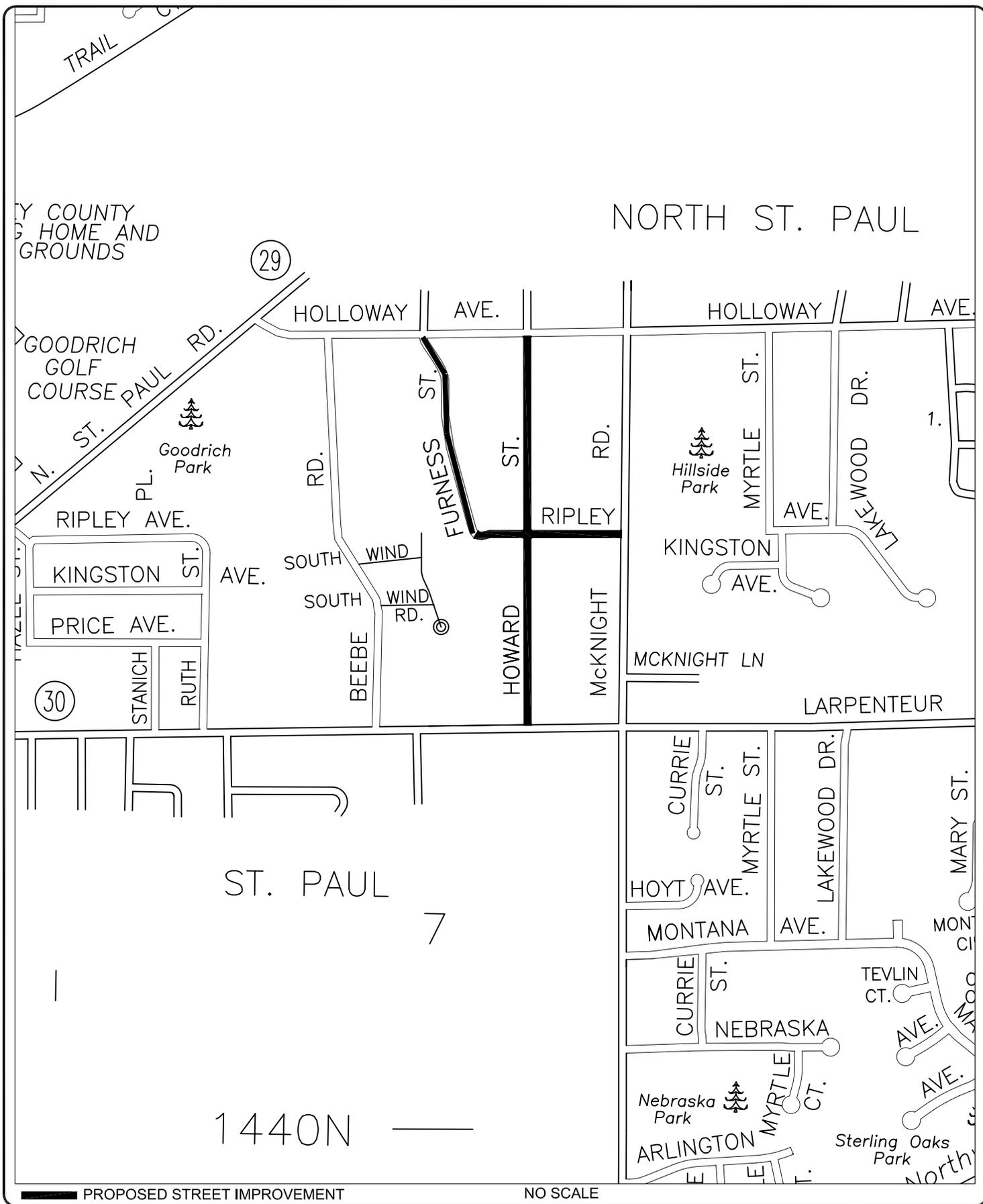
WHEREAS, the contractor, T.A. Schfisky and Sons, Inc., has requested, by written notice, a reduction in contract retainage,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MAPLEWOOD, MINNESOTA that the retainage within the construction contract is hereby authorized to be reduced, at the discretion of the City Engineer, from 1.0% to 0.5%.

Adopted by the Maplewood City Council on this 9<sup>th</sup> day of January, 2012.



**Capital Improvement Project for 2010**  
Hills & Dales Area Street Improvements  
City Project 09-15



PROPOSED STREET IMPROVEMENT

NO SCALE

**Capital Improvement Project for 2010**  
Hills & Dales Area Street Improvements  
City Project 09-15 (AREA 2)





2370 E. Hwy 36 • North St. Paul, MN 55109  
Phone: 651-777-1313 • Fax: 651-777-7843

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## REQUEST FOR RETAINAGE REDUCTION

Re: Hills & Dales Area Street Improvements,

This request is for a reduction in retainage.

Date: 12.21.11

Project #: 10-028

Location: City of Maplewood

T. A. Schifsky and Sons would like the retainage on City of Maplewood project (Hills & Dales) reduced from 1 % to .05 % of the contract amount.

Thank you for this consideration,

T.A. Schifsky & Sons, Inc.

Jonathan Hager

## AGENDA REPORT

**TO:** James Antonen, City Manager  
**FROM:** Michael Thompson, City Engineer/ Dep. Director of Public Works  
**SUBJECT:** Approval of 2012 Gas and Diesel Fuel Contracts with Yocum Oil  
**DATE:** December 29, 2011

### INTRODUCTION

The council will consider approving gas and diesel fuel contracts with Yocum Oil at fixed rates for a period of 12 months.

### DISCUSSION

With the uncertainties in the oil markets, which is nothing new, locking in fuel pricing for 2012 is important in order to have stability in the budgeting process throughout the year.

The city has secured a price of \$2.7081/gallon for gas over a 12 month contract period (February 2012-January 2013). Yocum Oil will be supplying 69,600 gallons of gas to the city (5,800 gallons/month). The contract also requires Yocum Oil to deliver 3,000 gallons of diesel per month for 12 months for a total of 36,000 gallons at a price of \$3.1526/gallon.

### BUDGET

Below is a rate comparison for 2010, 2011, and 2012 which include all applicable taxes and surcharges:

#### Gas

2010 = \$2.42/gallon

2011 = \$2.88/gallon

2012 = \$2.98/gallon

#### Diesel

2010: \$2.30/gallon

2011: \$2.97/gallon

2012: \$3.23/gallon

During preparation of the 2012 budget it was assumed there would be an increase in fuel costs over 2011 amounts. The total expected expenditure of approximately \$320,000 for these gas and diesel fuel contracts is within the allocated 2012 fuel budget.

### RECOMMENDATION

It is recommended that the council ratify the attached gas and diesel fuel contracts with Yocum Oil.

#### Attachments:

1. Yocum Oil – 2012 Gas Contract (February 2012-January 2013)
2. Yocum Oil – 2012 Diesel Contract (February 2012-January 2013)

YOCUM OIL COMPANY PRICE PROGRAM SALES AGREEMENT



YOCUM CONTRACT NO.: CITYOFMAPGAS12

FIXED PRICE AGREEMENT

DATED: December 15, 2011

SELLER: Yocum Oil Company, Inc.  
2719 Stillwater Road  
St. Paul, MN 55119

BUYER: City of Maplewood  
1902 E County Rd B  
Maplewood, MN 55109

PRODUCT: Gasoline 87 10% Ethanol

QUANTITY: 69,600 Gallons

RATABLE TAKES REQUIRED:

YES  NO If "Yes" see below;

**RATEABLE:** Buyer shall take delivery of 1/3 of the Quantity each 10 day period of the contract month. If the Buyer does not take delivery of the required Quantity in accordance to Rateable clause, Seifer may in its sole discretion charge the Buyer a "Non-Rateable" fee equal to the non-rateable portion of the Quantity multiplied by \$0.0300. If multiple contracts within the same delivery month exist, ratability will be enforced over the total gallon sum of the aggregated contracts for that delivery month.

**FIXED PRICE:** Invoiced upon delivery excluding all other applicable taxes, duties, and fees. The following products may be delivered with this contract at price and volume indicated below. Differentials for various products including but not limited to dye, biodiesel, ethanol, or performance products may be fixed for each delivery month on the 1<sup>st</sup> business day of each delivery month. Applicable delivery differentials may be invoiced as agreed upon by Seller and Buyer. Transport deliveries will be invoiced upon delivery at fixed contract prices plus freight differentials by location. Tankwagon metered deliveries may be invoiced at market rates and reconciled with contracted fixed prices at end of each delivery month.

| Product - Delivery Month          | Quantity      | Price/Gallon |
|-----------------------------------|---------------|--------------|
| Gasoline 87 10% Ethanol Feb 2012  | 5,800 Gallons | \$2.7081     |
| Gasoline 87 10% Ethanol Mar 2012  | 5,800 Gallons | \$2.7081     |
| Gasoline 87 10% Ethanol Apr 2012  | 5,800 Gallons | \$2.7081     |
| Gasoline 87 10% Ethanol May 2012  | 5,800 Gallons | \$2.7081     |
| Gasoline 87 10% Ethanol Jun 2012  | 5,800 Gallons | \$2.7081     |
| Gasoline 87 10% Ethanol July 2012 | 5,800 Gallons | \$2.7081     |
| Gasoline 87 10% Ethanol Aug 2012  | 5,800 Gallons | \$2.7081     |
| Gasoline 87 10% Ethanol Sep 2012  | 5,800 Gallons | \$2.7081     |
| Gasoline 87 10% Ethanol Oct 2012  | 5,800 Gallons | \$2.7081     |
| Gasoline 87 10% Ethanol Nov 2012  | 5,800 Gallons | \$2.7081     |
| Gasoline 87 10% Ethanol Dec 2012  | 5,800 Gallons | \$2.7081     |
| Gasoline 87 10% Ethanol Jan 2013  | 5,800 Gallons | \$2.7081     |

FIXED DIFFERENTIALS: None

EARNEST MONEY DEPOSIT-DOWN PAYMENT: "Waived"

As earnest money for the fulfillment of its Transaction obligations, Buyer shall pay to Seller by 12:00 noon central time no later than the 3<sup>rd</sup> business day after the Confirmation was received by the Buyer, set forth in the Confirmation as "Earnest Money Deposit-Downpayment." The Down Payment amount will be offered by Seller to Buyer during Transaction Price Process, and the agreed-upon offer between Buyer and Seller will be reflected in the Transaction Confirmation. For example, Buyer purchases 3 months of fixed forward contracts from Seller in 42,000 gallon increments at \$3.00. Buyer shall pay Seller, in this example, a Down Payment of 10% for all gallons contracted in the Transaction (42,000 x 3 months x \$0.30 = \$37,800). Such Initial Earnest Money Deposit shall be

## YOCUM OIL COMPANY PRICE PROGRAM SALES AGREEMENT

be subject to weekly adjustment, as determined by Seller (or its designee), based upon market movement that goes against Buyer's positions. Seller (or its designee) will notify Buyer of additional earnest money amounts owed. Buyer shall pay such additional amounts by 12:00 noon central time no later than the 2<sup>nd</sup> Business Day following receipt of such request from Buyer. For example, Buyer purchases 3 months of fixed forward contracts from Seller in 42,000 gallon increments at \$3.00. If, before delivery of those Fixed Forward contracts, the Value of those positions fall below the \$3.00 contract price, the Buyer shall pay the Seller the difference. If, the Value of those contracts decreases to \$2.80, then the Buyer is required to deposit additional earnest money equivalent to \$0.20 for all gallons contracted (42,000 x 3 months x \$0.20 = \$25,600). At this point, Buyer has paid Seller \$0.50 to cover the Down Payment and additional Earnest Money required for the contracts purchased. Upon Buyer's request, Seller shall pay Buyer amounts no longer required as earnest money, provided in no event shall Buyer's earnest money amount be less than the Earnest Money Deposit-Down Payment. For example, if the Value of Buyer's positions above increase to \$3.10 from \$2.80, the Seller shall pay Buyer amounts no longer required as earnest money. In this example, Seller would return \$0.20 of earnest money to Buyer. At no point, shall Buyer's earnest money be less than \$0.30 or the Earnest Money Deposit-Down Payment. At the end of each delivery month, the contract Down Payment applicable to the delivery month's gallons will be applied to the Buyer's account.

### DEFICIENCY PAYMENTS:

If, during the delivery period, the Buyer does not take the Quantity, Seller may, in its sole discretion, charge the Buyer a "non-compliance" fee equal to the difference between the open market price (average posted prices at the contract terminal(s) during the delivery period) and the contract Fixed Price on the "non-compliance" volume. Note: A "non-compliance fee" will only be imposed on the Buyer when the Fixed Price is greater than the open market price. If the market price is greater, then no fee shall be incurred by either party. If the total delivered quantity during the month exceeds the contract Quantity, Seller's applicable market pricing will apply to such excess volume.

### PAYMENT TERMS:

All payments will be made via Seller initiated Electronic Funds Transfer (EFT) Net 10 days from Invoice Date. Buyer agrees that payments not received by Seller or still owing more than ten (10) days past the due date, will bear interest at the lesser of eighteen (18%) percent per annum or the maximum lawful rate per annum. If Buyer's ability to pay or creditworthiness shall deteriorate in Seller's sole judgment, Seller may, without prejudice to any remedy reserved in this Agreement or other lawful remedy, defer shipment until payment is made, demand cash payment, or terminate this Agreement pursuant to Termination clause. Buyer acknowledges that Seller's withholding or terminating of credit privileges does not constitute a constructive termination of this Agreement, nor does it relieve either party of any duties or obligations under this Agreement. Buyer will pay all costs, including attorneys' fees, incurred by Seller in collecting amounts owed under this Agreement.

**DELIVERY PERIOD:** 2011 during months as outlined above.

**F.O.B.:** Maplewood, MN

### TERMINATION BY SELLER:

Seller reserves the right to terminate this Agreement immediately if Buyer fails to comply with any of the terms of this Agreement, its Addenda (if any), or any other Agreement between the parties. Any outstanding obligations of Buyer remain in effect if the Agreement is terminated.

**FACILITATORS:** Tony Yocum V/Nate Kovacevich 651-739-9141 (SELLER) Scott Schultz (BUYER)

**CREDIT:** Credit shall be arranged with Seller's Credit Department (651-739-9141).

### SPECIFICATION CHANGES:

The above prices are based on current federal, state and local product specifications in force for the given market on the date of this agreement. Notwithstanding any adjustments described above, if specifications change during the Delivery Period, Seller may deliver product that meets the specifications in effect at time of delivery and may adjust prices to reflect the fair market value of any changes in specifications. (Includes Ethanol, Bio-diesel and Ultra Low Sulfur Diesel as mandated).

### LIMITATION OF LIABILITY/DISCLAIMER OF WARRANTIES:

Buyer shall indemnify and defend Seller from and against any liability arising from any breach of this contract by Buyer and from and against any liability, of whatever nature or kind, to which Seller might become subject resulting from Buyer's handling, storage, sales, transportation, use, misuse or disposal of product purchased hereunder, including but not limited to, liability for environmental violations and employee or consumer health or safety. Buyer agrees without limitation to promptly and properly

**YOCUM OIL COMPANY PRICE PROGRAM SALES AGREEMENT**

provide its employees, customer and community representatives, as appropriate, any information provided by Seller relating to hazards, human health, or human or environmental safety on product sold hereunder. In addition, in the event Buyer believes or has reason to believe the information provided to Buyer by Seller is inaccurate or in any way insufficient for any given purpose, Buyer agrees to immediately inform Seller of same, and provide Seller a reasonable opportunity to supplement or correct the information.

**FORCE MAJEURE:**

Unless otherwise expressly provided for in this Agreement, failure (in whole or in part) or delay on the part of the Seller in the performance of any of the obligations imposed upon the Seller under this Agreement shall be excused and the Seller shall not be liable for damages or otherwise, when such failure or delay is the direct or indirect result of any of the following causes, whether or not existing or reasonably within the contemplation of the parties on the Effective Date, namely: acts of God, earthquakes, fire, flood, or the elements, malicious mischief, insurrection, riot, strikes, lockouts, boycotts, picketing, labor disturbances, public enemy, war (declared or undeclared), compliance with any federal, state, or local law, or with any regulation, order, rule, recommendation, request or suggestion (including, but not limited to, priority, rationing or allocation orders or regulations) of governmental agencies, or authorities or representatives of any government (foreign or domestic) acting under claim or color of authority, total or partial failure or loss or shortage of all or any part of transportation facilities ordinarily available to and used by a party in the performance of the obligations imposed by this Agreement, whether such facilities are the Seller's own or those of others; and if failure or delay be that of Seller, total or partial loss or shortage of raw or component materials or products ordinarily required by Seller, uncertainties in the supply/demand situation (which may include a decision by Seller that the costs of some crude oil and petroleum products which might be available are unreasonable).

**LAW AND JURISDICTION:**

This Agreement shall be governed by the laws of the State of Minnesota, excluding rules of conflict of law, and by applicable United States federal law.

**WAIVER:**

No waiver by either party hereto of a breach of an obligation owed hereunder by the other party shall be construed as a waiver of any other breach, whether of the same or a different nature. No delay or failure on either party's part to enforce any right or claim which it may have hereunder shall constitute a waiver on the respective parties' part of such right or claim.

**AMENDMENT:**

This Agreement shall not be modified or amended except by written instrument duly executed by officers of other duly authorized representatives of the respective parties.

**ENTIRE AGREEMENT:**

This Agreement contains the entire Agreement between the Seller and Buyer with respect to the subject matter hereof and there are no other promises, representations, or warranties affecting it. Only written statements or agreements hereto executed by both parties shall vary or modify the terms hereof.

**Accepted and confirmed:**

Yocum Oil Company, Inc.

(Seller)

By: [Signature]

Printed Name: Brian Han Yocum

Title: Executive VP

Date: 12/15/2011

City of Maplewood

(Buyer)

By: [Signature]

Printed Name: Scott M. Schulte

Title: Fleet Superintendent

Date: 12-19-11

**YOCUM OIL COMPANY PRICE PROGRAM SALES AGREEMENT**



**YOCUM CONTRACT NO.:** CITYOFMAPDSL12

**FIXED PRICE AGREEMENT**

**DATED:** December 15, 2011

**SELLER:** Yocum Oil Company, Inc.  
2719 Stillwater Road  
St. Paul, MN 55119

**BUYER:** City of Maplewood  
1902 E County Rd B  
Maplewood, MN 55109

**PRODUCT:** #2 Ultra Low Sulfur Diesel

**QUANTITY:** 36,000 Gallons

**RATABLE TAKES REQUIRED:**

**YES**  **NO** If "Yes" see below;

**RATEABLE:** Buyer shall take delivery of 1/3 of the Quantity each 10 day period of the contract month. If the Buyer does not take delivery of the required Quantity in accordance to Rateable clause, Seller may in its sole discretion charge the Buyer a "Non-Rateable" fee equal to the non-rateable portion of the Quantity multiplied by \$0.0300. If multiple contracts within the same delivery month exist, ratability will be enforced over the total gallon sum of the aggregated contracts for that delivery month.

**FIXED PRICE:** Invoiced upon delivery excluding all other applicable taxes, duties, and fees. The following products may be delivered with this contract at price and volume indicated below. Differentials for various products including but not limited to dye, biodiesel, ethanol, or performance products may be fixed for each delivery month on the 1<sup>st</sup> business day of each delivery month. Applicable delivery differentials may be invoiced as agreed upon by Seller and Buyer. Transport deliveries will be invoiced upon delivery at fixed contract prices plus freight differentials by location. Tankwagon metered deliveries may be invoiced at market rates and reconciled with contracted fixed prices at end of each delivery month.

| Product – Delivery Month | Quantity      | Price/Gallon |
|--------------------------|---------------|--------------|
| #2 ULS Diesel Feb 2012   | 3,000 Gallons | \$3.1526     |
| #2 ULS Diesel Mar 2012   | 3,000 Gallons | \$3.1526     |
| #2 ULS Diesel Apr 2012   | 3,000 Gallons | \$3.1526     |
| #2 ULS Diesel May 2012   | 3,000 Gallons | \$3.1526     |
| #2 ULS Diesel Jun 2012   | 3,000 Gallons | \$3.1526     |
| #2 ULS Diesel July 2012  | 3,000 Gallons | \$3.1526     |
| #2 ULS Diesel Aug 2012   | 3,000 Gallons | \$3.1526     |
| #2 ULS Diesel Sep 2012   | 3,000 Gallons | \$3.1526     |
| #2 ULS Diesel Oct 2012   | 3,000 Gallons | \$3.1526     |
| #2 ULS Diesel Nov 2012   | 3,000 Gallons | \$3.1526     |
| #2 ULS Diesel Dec 2012   | 3,000 Gallons | \$3.1526     |
| #2 ULS Diesel Jan 2013   | 3,000 Gallons | \$3.1526     |

**FIXED DIFFERENTIALS:** Biodiesel 5% Included  
 Optimum High Mileage Included  
 Optimum Cold Weather Plus +.0800  
 Dyed Included

**EARNEST MONEY DEPOSIT-DOWN PAYMENT: "Waived"**

As earnest money for the fulfillment of its Transaction obligations, Buyer shall pay to Seller by 12:00 noon central time no later than the 3<sup>rd</sup> business day after the Confirmation was received by the Buyer, set forth in the Confirmation as "Earnest Money Deposit-Downpayment." The Down Payment amount will be offered by Seller to Buyer during Transaction Price Process, and the agreed upon offer between Buyer and Seller will be reflected in the Transaction Confirmation. For example, Buyer

## YOCUM OIL COMPANY PRICE PROGRAM SALES AGREEMENT

Buyer purchases 3 months of fixed forward contracts from Seller in 42,000 gallon increments at \$3.00. Buyer shall pay Seller, in this example, a Down Payment of 10% for all gallons contracted in the Transaction (42,000 x 3 months x \$0.30 = \$37,800). Such Initial Earnest Money Deposit shall be subject to weekly adjustment, as determined by Seller (or its designee), based upon market movement that goes against Buyer's positions. Seller (or its designee) will notify Buyer of additional earnest money amounts owed. Buyer shall pay such additional amounts by 12:00 noon central time no later than the 2<sup>nd</sup> Business Day following receipt of such request from Buyer. For example, Buyer purchases 3 months of fixed forward contracts from Seller in 42,000 gallon increments at \$3.00. If, before delivery of those Fixed Forward contracts, the Value of those positions fall below the \$3.00 contract price, the Buyer shall pay the Seller the difference. If, the Value of those contracts decreases to \$2.80, then the Buyer is required to deposit additional earnest money equivalent to \$0.20 for all gallons contracted (42,000 x 3 months x \$0.20 = \$25,600). At this point, Buyer has paid Seller \$0.50 to cover the Down Payment and additional Earnest Money required for the contracts purchased. Upon Buyer's request, Seller shall pay Buyer amounts no longer required as earnest money, provided in no event shall Buyer's earnest money amount be less than the Earnest Money Deposit-Down Payment. For example, if the Value of Buyer's positions above increase to \$3.10 from \$2.80, the Seller shall pay Buyer amounts no longer required as earnest money. In this example, Seller would return \$0.20 of earnest money to Buyer. At no point, shall Buyer's earnest money be less than \$0.30 or the Earnest Money Deposit-Down Payment. At the end of each delivery month, the contract Down Payment applicable to the delivery month's gallons will be applied to the Buyer's account.

### DEFICIENCY PAYMENTS:

If, during the delivery period, the Buyer does not take the Quantity, Seller may, in its sole discretion, charge the Buyer a "non-compliance" fee equal to the difference between the open market price (average posted prices at the contract terminal(s) during the delivery period) and the contract Fixed Price on the "non-compliance" volume. Note: A "non-compliance fee" will only be imposed on the Buyer when the Fixed Price is greater than the open market price. If the market price is greater, then no fee shall be incurred by either party. If the total delivered quantity during the month exceeds the contract Quantity, Seller's applicable market pricing will apply to such excess volume.

### PAYMENT TERMS:

All payments will be made via Seller initiated Electronic Funds Transfer (EFT) Net 10 days from Invoice Date. Buyer agrees that payments not received by Seller or still owing more than ten (10) days past the due date, will bear interest at the lesser of eighteen (18%) percent per annum or the maximum lawful rate per annum. If Buyer's ability to pay or creditworthiness shall deteriorate in Seller's sole judgment, Seller may, without prejudice to any remedy reserved in this Agreement or other lawful remedy, defer shipment until payment is made, demand cash payment, or terminate this Agreement pursuant to Termination clause. Buyer acknowledges that Seller's withholding or terminating of credit privileges does not constitute a constructive termination of this Agreement, nor does it relieve either party of any duties or obligations under this Agreement. Buyer will pay all costs, including attorneys' fees, incurred by Seller in collecting amounts owed under this Agreement.

**DELIVERY PERIOD:** 2012 during months as outlined above.

**F.O.B.:** Maplewood, MN

### TERMINATION BY SELLER:

Seller reserves the right to terminate this Agreement immediately if Buyer fails to comply with any of the terms of this Agreement, its Addenda (if any), or any other Agreement between the parties. Any outstanding obligations of Buyer remain in effect if the Agreement is terminated.

**FACILITATORS:** Tony Yocum V/Nate Kovacevich 651-739-9141 (SELLER), Scott Schultz (BUYER)

**CREDIT:** Credit shall be arranged with Seller's Credit Department (651-739-9141).

### SPECIFICATION CHANGES:

The above prices are based on current federal, state and local product specifications in force for the given market on the date of this agreement. Notwithstanding any adjustments described above, if specifications change during the Delivery Period, Seller may deliver product that meets the specifications in effect at time of delivery and may adjust prices to reflect the fair market value of any changes in specifications. (Includes Ethanol, Bio-diesel and Ultra Low Sulfur Diesel as mandated).

### LIMITATION OF LIABILITY/DISCLAIMER OF WARRANTIES:

Buyer shall indemnify and defend Seller from and against any liability arising from any breach of this contract by Buyer and from and against any liability, of whatever nature or kind, to which Seller might

**YOCUM OIL COMPANY PRICE PROGRAM SALES AGREEMENT**

become subject resulting from Buyer's handling, storage, sales, transportation, use, misuse or disposal of product purchased hereunder, including but not limited to, liability for environmental violations and employee or consumer health or safety. Buyer agrees without limitation to promptly and properly provide its employees, customer and community representatives, as appropriate, any information provided by Seller relating to hazards, human health, or human or environmental safety on product sold hereunder. In addition, in the event Buyer believes or has reason to believe the information provided to Buyer by Seller is inaccurate or in any way insufficient for any given purpose, Buyer agrees to immediately inform Seller of same, and provide Seller a reasonable opportunity to supplement or correct the information.

**FORCE MAJEURE:**

Unless otherwise expressly provided for in this Agreement, failure (in whole or in part) or delay on the part of the Seller in the performance of any of the obligations imposed upon the Seller under this Agreement shall be excused and the Seller shall not be liable for damages or otherwise, when such failure or delay is the direct or indirect result of any of the following causes, whether or not existing or reasonably within the contemplation of the parties on the Effective Date, namely: acts of God, earthquakes, fire, flood, or the elements, malicious mischief, insurrection, riot, strikes, lockouts, boycotts, picketing, labor disturbances, public enemy, war (declared or undeclared), compliance with any federal, state, or local law, or with any regulation, order, rule, recommendation, request or suggestion (including, but not limited to, priority, rationing or allocation orders or regulations) of governmental agencies, or authorities or representatives of any government (foreign or domestic) acting under claim or color of authority, total or partial failure or loss or shortage of all or any part of transportation facilities ordinarily available to and used by a party in the performance of the obligations imposed by this Agreement, whether such facilities are the Seller's own or those of others; and if failure or delay be that of Seller, total or partial loss or shortage of raw or component materials or products ordinarily required by Seller, uncertainties in the supply/demand situation (which may include a decision by Seller that the costs of some crude oil and petroleum products which might be available are unreasonable).

**LAW AND JURISDICTION:**

This Agreement shall be governed by the laws of the State of Minnesota, excluding rules of conflict of law, and by applicable United States federal law.

**WAIVER:**

No waiver by either party hereto of a breach of an obligation owed hereunder by the other party shall be construed as a waiver of any other breach, whether of the same or a different nature. No delay or failure on either party's part to enforce any right or claim which it may have hereunder shall constitute a waiver on the respective parties' part of such right or claim.

**AMENDMENT:**

This Agreement shall not be modified or amended except by written instrument duly executed by officers or other duly authorized representatives of the respective parties.

**ENTIRE AGREEMENT:**

This Agreement contains the entire Agreement between the Seller and Buyer with respect to the subject matter hereof and there are no other promises, representations, or warranties affecting it. Only written statements or agreements hereto executed by both parties shall vary or modify the terms hereof.

**Accepted and confirmed:**

Yocum Oil Company, Inc.

(Seller)

By: [Signature] Printed Name: JONATHAN YOCUM

Title: EXECUTIVE VP

Date: 12/15/2011

City of Maplewood  
(Buyer)

By: [Signature] Printed Name: SCOTT M SCHULTZ

Title: FLEET SUPERINTENDENT

Date: 12-19-11

AGENDA REPORT

**TO:** City Manager

**FROM:** Finance Manager

**RE: Approval of Designation of Depositories for Investments**

**DATE:** December 28, 2011

**INTRODUCTION**

State law, Chapter 427 requires that cities from time to time re-designate financial institutions as depositories for city investments. The last time this was done was in January 2011 when depositories were approved for the period through December 31, 2011.

When city investments are made, quotations are obtained from securities dealers who are on the Federal Reserve Bank's list of primary dealers (e.g., Citigroup), securities dealers that are subsidiaries of financial institutions that have been designated as depositories (e.g., Wells Fargo Brokerage Services) and RBC Dain Rauscher which is the securities dealer for the League of Minnesota Cities 4M Fixed Rate Program.

If a financial institution that is not a designated depository becomes a good option for city investments in the future, it will be recommended to the Council for designation as a depository as a separate agenda item.

**RECOMMENDATION**

It is recommended that the City Council adopt the attached resolution designating depositories for investments.

Attachment

**RESOLUTION NO. \_\_\_\_**  
**DESIGNATION OF DEPOSITORIES FOR INVESTMENTS**

**BE IT RESOLVED**, that the following be and hereby are selected as depositories for time deposits of the City of Maplewood:

Alerus Financial (fka Prosperan Bank, Washington County Bank)  
Wells Fargo Bank  
US Bank  
4M Fund

**BE IT FURTHER RESOLVED**, that the deposits in any of the above depositories shall not exceed the amount of F.D.I.C. insurance covering such deposit unless collateral or a bond is furnished as additional security, and

**BE IT FURTHER RESOLVED**, that funds in the above depositories may be withdrawn and wire transferred to any other depository of the city by the request of the Finance Manager or Assistant Finance Manager.

**BE IT FURTHER RESOLVED**, that these depository designations are effective until December 31, 2012.

AGENDA REPORT

**TO:** City Manager

**FROM:** Finance Manager

**RE:** Approval of 2011 Payment to Firefighters Pension Fund

**DATE:** December 28, 2011

**INTRODUCTION**

In 2005, a new policy was proposed regarding the city's annual payment to the firefighters' pension fund. The policy was to make the annual payment the higher of the minimum required contribution or a set amount per casual part-time firefighter. The set amount is currently \$1,400 per casual part-time firefighter. The reason for the change was to minimize the annual fluctuation of the amount to make planning easier for the city and the relief association.

The minimum required payment for 2011 is \$222,110 which is greater than the \$1,400 per casual part-time firefighter. This higher amount was not fully included in the original 2011 Budget but was taken into consideration when completing the re-estimate for 2011 and the 2012 Budget.

**RECOMMENDATION**

It is recommended that the Council authorize the city's annual payment to the firefighters' pension fund in the amount of \$222,110.

## MEMORANDUM

TO: James Antonen, City Manager

FROM: Karen Guilfoile, Director, Citizen Services

DATE: January 4, 2011

RE: Approval of the Rules and Procedures for City Council and Council Meetings

**Introduction**

Annually, at the first council meeting of the year, the city council reviews the *City Council Rules of Procedure for City Council and Council Meetings* making changes and additions it deems necessary.

The following Items have been raised for discussion purposes:

1. Due to the decrease in the number of citizens that attend the citizens forum and the amount of staff time and coordination that is involved, should the citizens forum continue? Perhaps forums could be held for specific "hot topic" issues if and when needed.
2. The Maplewood Monthly is now produced nine times a year and the Recreation Brochure three times. On Page 11 of the Rules of Procedures in "Other Matters" the next to last paragraph it states, *"The city newsletter article schedule will be divided such that each councilmember has two city newsletter issues to write in a year and the Mayor has four city newsletter issues to write in a year."* Staff is requesting that each Councilmember have the opportunity to submit two articles each with one of the 10 articles in one of the Recreation Brochures.
3. On Page 11 of the Rules of Procedure in "Other Matters" the fourth paragraph speaks to the council chambers being made available for non-partisan political meetings. Staff is requesting that a sentence be added to this paragraph that states, *"No political articles or ads are permitted in the Maplewood Monthly except for announcing details of a non-partisan forum or informational meeting being held by a local, state or federal official currently holding office."*
4. Suggestion has been made that a "listening forum" be conducted before each regular council meeting beginning at 6:30 p.m. This would give the public an opportunity to address the city council off camera to ask questions and to voice their opinions or concerns in a less formal atmosphere. If approved, this would take place of Visitor Presentations on the city council agenda.

In addition to the above items received, staff recommends the following changes:

*Page 2 – C. Place* – clean up language as noted

*Page 2 – F. Order of Business* – Switch K. to Award of Bids and L. to Visitor Presentations

*Page 11 – D. Other Matters – ....website for no less than ~~12~~ 18 months after...*

*Page 11 – D. Other Matters – current policy prohibits councilmember's from writing in the city newsletter after the filing period through the election if they have filed for election. Language has been added that would also prohibit candidates from hosting the citizens forum as well.*

Recommendation

Direct staff to make the suggested changes and other changes agreed upon by a majority vote of the council.

# ***City of Maplewood***



## ***Rules of Procedure for City Council and Council Meetings***

**CITY OF MAPLEWOOD**

**RULES OF PROCEDURE  
FOR CITY COUNCIL MEETINGS**

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## Section 1 MEETINGS

### A. Regular

The City Council shall hold regular meetings on the second and fourth Mondays of each month at 7:00 p.m., provided that when the day fixed for any regular meeting falls on a day designated by law as a legal holiday, such meeting shall be held at the same hour on the next succeeding Tuesday, not a holiday, unless authorized by the City Council.

### B. Special

The Mayor or any two members of the Council by writing filed with the City Clerk may call a special meeting. A special meeting is a meeting that is held at a time or location different from that of a regular meeting.

The city will post written notice of a special meeting on the principal bulletin board, located at the entrance of city hall. The notice will state the date, time, place and purpose of the meeting.

The city manager or his designee will notify each member of the city council of the special meeting by e-mail and or telephone at least one day before the scheduled meeting.

In calculating the number of days for providing notice, the first day that the notice is given will not be counted and the last of the notice will be counted. If the last day is a Saturday, Sunday or a legal holiday, that day is omitted from the calculation and the following day is considered the last day, unless it happens to be a Saturday, Sunday or a legal holiday.

Except for trivial matters, business transacted at a special meeting shall be limited to that mentioned in the call. Emergency meetings may be called at any time providing all members of the Council sign waivers of notice to such meeting and said waivers shall be filed with the City Clerk.

**Emergency Meetings** – An “emergency meeting” is a special meeting to deal with a matter that requires immediate consideration of the city council. Posted or published notice of an emergency meeting is not required. However, the city must make a good faith effort to notify each news medium that has filed a written request for notice. Notice must be given by telephone or any other method to notify members of the city council. The notice must include the subject of the meetings.

**C. Place**

All meetings shall be held in the Council Chambers of the Maplewood City ~~Municipal Building hall~~ unless there is a posted and/or published notice designating another location.

**D. Presiding Officers**

The Mayor shall preside at all meetings of the Council. In the absence of the Mayor, the Acting Mayor shall preside. In the absence of both, the Council members shall elect one of their members as temporary chairperson.

**E. Quorum**

Three members of the Council shall constitute a quorum at any meeting of the Council, but a smaller number may convene from time to time.

**F. Order of Business**

At the hour appointed for meeting, the members shall be called to order by the Mayor or in his/her absence by the Acting Mayor. Upon the appearance of the quorum, the Council shall proceed to business which shall be conducted in the established order:

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. Approval of Agenda
- E. Approval of Minutes
- F. Appointments and Presentations
- G. Consent Agenda
- H. Public Hearings
- I. Unfinished Business
- J. New Business
- K. Visitor Presentation Award of Bids
- L. Award of Bids Visitor Presentation
- M. Administrative Presentations
- N. Council Presentations
- O. Adjournment

**G. Curfew**

No additional agenda item will be discussed after 11:00 p.m. Meetings adjourned under this policy will be continued on the next Thursday at 5:00 p.m. *The council by simple majority may change the time and date.* The continued meeting will begin at the point on the agenda where the adjournment occurred. No new items will be added to the continued meeting agenda. A majority of the Council may extend the meeting beyond the 11:00 p.m. curfew.

**H. First Regular Meeting of the Year**

At the first regular Council meeting in January of each year, the Council shall (1) designate the official newspaper, (2) choose an Acting Mayor on a rotating basis from the membership of the Council who shall perform the duties of the Mayor during the disability or absence of the Mayor, and (3) make other annual appointments as required.

**Section 2  
AGENDA FOR REGULAR MEETING**

- A. All matters to be submitted to the Council shall be filed no later than 12:00 noon on the Monday prior to the Monday Council meeting at which consideration is desired, and shall be delivered to the City Manager, or in his/her absence, the City Clerk. In unusual circumstances and when the matter does not require investigation, an item may be accepted after the deadline upon the approval of the City Manager.
- B. Except for trivial matters, no item or business shall be considered for action by the Council, which does not appear on the agenda for the meeting, except an item of urgent business, which requires immediate action and is so determined by a majority of the Council. The Council will hear all reasonable citizen petitions, requests and statements; however, such items which do not specifically appear on the agenda shall be deferred to a future meeting for more careful consideration and study if Council action, other than filing, is required or requested.

The Mayor and each Council member shall be provided with a copy of the agenda, minutes of the previous meeting, any other reports and information pertinent to the agenda at least forty-eight (48) hours prior to each regular Council meeting **unless authorized by the City Manager.**

No matter may be submitted for Council action by any administrative official, department head, or employee unless it has first been presented to the City Manager for inclusion on the agenda.

## AGENDA FOR COUNCIL MANAGER WORKSHOP

All matters to be submitted for the Council Manager Workshop shall be filed no later than 12:00 noon on the Monday prior to the Workshop and shall be delivered to the City Manager, or in his/her absence, the City Clerk. Workshops are held at 5:15 p.m. prior to regularly scheduled Council meetings. The Council Manager Workshop is designed to look in-depth into upcoming issues, interviewing commission and board members, and meeting and discussing issues with other civic leaders. Council Manager Workshops may be scheduled as needed and will be posted and noticed accordingly.

### Section 3 LIMITATION ON COUNCIL ACTION

The Council shall only take action at regularly scheduled meetings, or special meetings, called pursuant to Section 1, unless all Council members are present at the time the action is taken. Regular meetings do not include meetings with public bodies in joint or cooperative sessions. All Council actions shall conform to the requirements of the open meeting law.

## Section 4 MINUTES

- A. The City Clerk or Acting City Clerk shall keep a record of all regular Council meetings.
- B. Unless a reading of the minutes of a Council meeting is requested by a member of the Council, such minutes may be approved without reading if each member has previously been provided a copy.
- A. The Council may, by motion carried by a majority vote, amend the minutes. Such amending motion shall become a part of the minutes of the subsequent meeting.
- B. Minutes for city council meetings will be summary minutes. Minutes for Boards and Commissions will be either action or summary minutes.

## Section 5 DUTIES OF THE PRESIDING OFFICER

The Presiding Officer shall preserve strict order and decorum at all meetings of the Council. He/She shall state every question coming before the Council, announce the decision of the Council on all subjects, and decide all questions of order; subject however, to an appeal to the Council in which event a majority vote of the Council shall govern and conclusively determine such questions of order. He/She shall vote on all questions and on a roll call vote rotate the order in which votes are cast.

## Section 6 RULES OF DEBATE

- A. The Mayor, or other Presiding Officer, may move, second and debate from the chair, subject only to such limitations of debate as are by the rules imposed on all members and shall not be deprived of any of the rights and privileges of a Council member by reason of his acting as the Presiding Officer.

- B. Every member desiring to speak shall address the chair, and upon recognition by the Presiding Officer shall confine himself/herself to the question under debate avoiding all personalities and indecorous language.
- C. A member, once recognized, shall not be interrupted when speaking unless it is to call him/her to order or to vote on a motion to close a debate, or as herein otherwise provided. If a member, while speaking, is ruled out of order, the member shall cease speaking until the question of order is determined and if in order, he/she shall be permitted to proceed.
- D. A motion to reconsider any action taken by the Council must be made at the meeting at which such action was taken or at the next regular meeting of the Council and must be made by a member of the Council who voted with the prevailing side. Provided such motion to reconsider is passed, then the parties entitled to notice on the original action shall be notified, and the reconsideration of the action shall be taken at the next regular meeting following passage of the motion to reconsider.
- E. A Council member may request, through the Presiding Officer, the privilege of having an abstract of his/her statement on any subject under consideration by the Council, or the reason for the member's dissent from or support of any action of the Council, entered in the minutes.

## Section 7 ADDRESSING THE COUNCIL

Any person desiring to address the Council shall first secure the permission of the Presiding Officer.

Each person addressing the Council shall provide his/her name address and city of residence to the city clerk prior to approaching the podium. Once recognized by the Presiding Officer shall state their name in an audible tone for the record, and unless further time is granted by the Presiding Officer, shall limit his/her address to five (5) minutes. All remarks should be addressed to the Council as a body and not to any member. No person shall be permitted to enter into any discussion, either directly or through a member of the Council, without the permission of the Presiding Officer. Individuals addressing the council may address the council one time per agenda item. No question shall be asked a Council member or any member of the Administrative Staff except through the Presiding Officer.

## Section 8 GENERAL RULES OF ORDER

Rosenberg's Rules of Order and Rosenberg's Parliamentary Law shall be accepted as an authority on parliamentary practice on matters not specifically covered, and in case of a conflict these rules shall govern.

The parliamentarian of the meetings is the City Attorney. The City Attorney shall be available to assist the Mayor and the council with matters of order.

## Section 9 DECORUM AND ITS ENFORCEMENT

The Council members, while the Council is in session, must preserve order and decorum, and a member shall neither, by conversation or otherwise, delay or interrupt the proceedings or the peace of the Council, nor disturb any member while speaking or refuse to obey the orders of the Council or its Presiding Officer, except as otherwise herein provided.

## 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.

## Section 10 ORDINANCES, RESOLUTIONS, MOTIONS AND REPORTS

- A. Ordinances, resolutions, and other matters or subjects requiring action by the Council shall be introduced and sponsored by a member of the Council,

except that the City Manager or Attorney may present ordinances, resolutions and other matters or subjects to the Council.

- B. Every ordinance and resolution shall be presented in writing at a Council meeting; provided however, that the reading of an ordinance or resolution may be requested by a super majority vote. Upon the vote on ordinances, resolutions and motions, the ayes and nays shall be recorded. The vote shall be by roll call of all members of the Council as provided under DUTIES OF THE PRESIDING OFFICER in the resolution. A majority vote of all members of the Council shall be required for the passage of all ordinances, motions and resolutions except as otherwise provided by law (e.g., amendments to the Comprehensive Plan).
- C. Every ordinance, other than emergency ordinances, shall have two public readings, and at least fourteen (14) days shall elapse between the first reading or waiver thereof and the second reading or waiver thereof.
- D. An emergency ordinance is an ordinance necessary for the immediate preservation of the public peace, health, morals, safety or welfare in which the emergency is defined and declared, passed by a roll call vote of a super majority of the Council, as recorded by ayes and nays. No prosecution shall be based upon the provisions of any emergency ordinance until the same has been filed with the City Clerk and posted in a conspicuous place in the City, and twenty-four (24) hours after such filing and posting shall have elapsed or until the ordinance has been published, unless the person, persons, firms or corporations charged with violations thereof shall have had notice of the passage thereof prior to the act or omission complained of.
- E. In the case of lengthy ordinances, or ordinances which include charts or maps, if the city council determines that publication of the title and a summary of an ordinance would clearly inform the public of the intent and effect of the ordinance, the council may by a super majority vote of its members direct that only the title of the ordinance and a summary be published, conforming to State Statute, with notice that a printed copy of the ordinance is available for inspection by any person during regular office hours at the office of the city clerk.

**Section 11**  
**CONDUCT OF CITY EMPLOYEES**  
**AT CITY COUNCIL MEETINGS**

- A. The City Manager may take part in the discussions of the City Council and may recommend to the Council such measures as he/she may deem necessary for the welfare of the people and efficient administration of the affairs of the City. The City Manager shall have all the rights, powers and duties prescribed by Minnesota Statutes in regard thereof; however, it is recognized that the City Council is the policy-making body for the City and the City Manager shall confine his/her discussion at Council meetings to statements of fact, recommendations based on his knowledge and experience and explanations of the reasons for the same, and any matters pertaining to administration.
- B. No City employee, other than the City Manager or Attorney, shall enter into discussions of the City Council except to answer questions directed to such employee, or to present factual information or to raise a point of order.
- C. The above regulations of City employees shall not be construed to limit the appearance before the City Council of any City employee, when such appearance is made as a taxpayer or member of the public, for or against some particular issue under discussion by the Council when such employee has an interest in the outcome thereof.

**Section 12**  
**WAIVER**

By majority vote of all Council members, these rules may be waived.

**Section 13**  
**ADJOURNMENT**

A motion to adjourn shall always be in order and decided without debate.

Section 14  
COUNCIL ADMINISTRATIVE POLICIES

**A. Administrative**

Staff reports or memorandums regarding any property, including City-owned property, should include the street address and a location map.

All appointees to commissions, boards, etc., are to appear before the Council and are ratified by council vote.

All material received at City Hall that will require City Council action shall be date stamped on the original.

**B. Internal Rules of Council**

Appearances

When an applicant has requested a public hearing and does not attend the meeting, the item may be tabled until the applicant can appear.

Procedural Rules

When a Council member is absent from a meeting where a super majority vote is required, the item may be tabled until a full Council is present.

When a Council member is going to be absent when an Agenda item that they are interested in is scheduled, they may ask for the item to be tabled until they return, but the request must be approved by the City Council.

Items introduced during Council Presentations at a Council meeting can be handled in several ways, depending on the direction of the City Council:

- a. By a majority vote of the City Council, the item shall be placed on an agenda of a designated future meeting; or
- b. Directed by a consensus of the City Council, staff will research the item and submit a report to the City Manager for distribution to the City Council as soon as possible; or
- c. The City Manager may handle the item administratively without any further action by the Council.

**C. Land Use Matters**

When a substantive change is made to a previously approved development site plan, the change shall be submitted to Council.

**D. Other Matters**

Web streaming of city council meetings will be available on the city website as soon as is practical after each meeting and will remain available on the website for no less than ~~42~~ 18 months after any given meeting.

A permit fee for an event sponsored by the City may be waived by the City Manager or his/her designee.

The City, at the discretion of the City Manager, can allow the building to be closed early on the day before Christmas and the day before New Year's.

The council chambers will be made available for non-partisan political meetings, non-political town hall meetings and candidate forums at no charge for a maximum use of 4 hours during periods when not otherwise required for City business and when a building custodian is scheduled to be on the premises.

If a councilmember is running for election they will not be writing in the city newsletter after the filing period through the election or host the citizens forum. The city clerk will set the city newsletter schedule. The city newsletter article schedule will be divided such that each councilmember has two city newsletter issues to write in a year and the Mayor has four city newsletter issues to write for in a year. A councilmember may have the option to assign his/her scheduled newsletter article month to any other councilmember or to the Mayor if they so chose.

Councilmembers may have one photo per councilmember along with contact information below the photo, name, telephone number and email address on the city website.

**AGENDA REPORT**

**TO:** James Antonen, City Manager  
**FROM:** Karen Guilfoile, City Clerk/Director Citizen Services  
**DATE:** January 3, 2012  
**RE:** Rules of Procedures for Public Hearings

Attached are the current *Rules of Procedures for Public Hearings*. Staff is requesting council consider and recommend any changes as a normal part of annual business.

Maplewood City Council

*Mayor*

Will Rossbach

*Councilmembers*

Robert Cardinal

Kathleen Juenemann

Marv Koppen

James Llanas



**MAPLEWOOD**

*Together We Can*

Maplewood City Staff

James Antonen – City Manager

Chuck Ahl, Assistant City Manager,  
Public Works Director

David Fisher - Building Official

Mychal Fowlds - IT Director

Karen Guilfoile – City Clerk/Director Citizen Services

DuWayne Konewko – Park and Recreation Director

Steve Lukin - Fire Chief

Gayle Bauman - Finance Manager

David Thomalla - Police Chief

Michael Thompson, Deputy Public Works Director,  
City Engineer

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

Phone: 651.249.2000 - Fax: 651.249.2009

Sign language interpreters for hearing impaired persons are available for public hearings upon request. The request for this service must be made at least 96 hours in advance. Please call the City Clerk's Office at (651) 249.2001 to make arrangements. Assisted Listening Devices are also available. Please check with the City Clerk for availability.

**2012 Public Hearing  
Policies and  
Procedures**

*Welcome to the Maplewood City Council Meeting ~  
Thank you for your active citizenship!*

## **Maplewood City Council Policy and Procedures for a Public Hearing**

1. The Presiding Officer (Mayor or Acting Mayor) will announce the proposal to be reviewed and ask for the staff report.

The Presiding Officer shall maintain strict order and etiquette at all meetings of the Council.

2. Staff will present their report on the proposal.

3. Council members will then ask city staff questions about the proposal.

4. The Presiding Officer will then open up the public hearing for anyone present who wishes to comment on the proposal.

This is the time for the public to make comments or ask questions about the proposal.

### **Addressing the Council**

Any person desiring to address the Council shall first secure permission from the Presiding Officer.

When addressing the Council, each person shall slowly state his/her full name and city of residence in an audible tone into the microphone for the permanent record, and sign in.

Comments should be limited to five (5) minutes unless further time is granted by the Presiding Officer. All comments should be directed to the Council as a body and not to any individual Council Member or City Staff Member unless permission is granted by the Presiding Officer. No person shall be permitted to enter into any discussion, either directly or through a member of the Council, without the permission of the Presiding Officer. Individuals addressing the council may address the council one time per agenda item.

5. After everyone in the audience wishing to speak has given his/her comments, the Presiding Officer shall close the public hearing.

6. The Council will then discuss the proposal. No further public comments are allowed.

7. The Council will then make a recommendation(s) and/or a decision.

### **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.*

**MEMORANDUM**

TO: James Antonen, City Manager  
 Mayor Rossbach  
 Councilmember Cardinal  
 Councilmember Juenemann  
 Councilmember Koppen  
 Councilmember Llanas

FROM: Karen Guilfoile, Citizen Services Director  
 DATE: January 3, 2012  
 RE: 2012 City Council Appointments

At its first meeting of the year the City Council officially makes annual appointments to boards, commissions and organizations of which the City is a member and to those who serve at the pleasure of the Council. The following appointments are for your consideration.

| <u>Appointment</u>  | <u>2011 Appointments</u>                       | <u>2012 Appointments</u>    |
|---|--|-----------------------------|
| <b>Acting Mayor*</b>  | James Llanas                                   | Marv Koppen                 |
| <i>*Rotation of acting mayors: 2006 Kathleen Juenemann, 2007 Rebecca Cave, 2008 Erik Hjelle, 2009 Kathleen Juenemann, 2010 John Nephew and 2011 James Llanas.</i> |  |                             |
| <b>800 MHz Representative</b>   | Kathleen Juenemann<br>James Llanas (Alternate) |                             |
| <b>Auditor Contact</b>  | John Nephew<br>Will Rossbach (Alternate)       |                             |
| <b>Business &amp; Economic Development<br/>Advisory Commission</b>  | James Llanas<br>Mike Martin (Staff Liaison)    | Mike Martin (Staff Liaison) |
| <b>Community Design Review Board<br/>(2<sup>nd</sup> &amp; 4<sup>th</sup> Tuesday 7:00 p.m.)</b>  | Marv Koppen<br>Mike Martin (Staff Liaison)     | Mike Martin (Staff Liaison) |
| <b>Data Compliance Officers:</b>  |  |                             |
| Responsible Authority   | Karen Guilfoile                                | Karen Guilfoile             |
| City Personnel Officer  | Terrie Rameaux                                 | Terrie Rameaux              |
| City Law Enforcement Officer  | David Thomalla                                 | David Thomalla              |

**Appointment****2011 Appointments****2012 Appointments****Environment & Natural  
Resources Commission**

(1<sup>st</sup> Wednesday of the Month)

Kathleen Juenemann  
Shann Finwall (Staff Liaison)

Shann Finwall (Staff Liaison)

**Fire Relief Association**

Relief By-Laws require Mayor  
to be member of the Board

Will Rossbach  
Gayle Bauman(Staff Liaison)

Will Rossbach  
Gayle Bauman(Staff Liaison)

**Gateway Corridor Group**

Will Rossbach  
Chuck Ahl (Alternate)

Chuck Ahl (Alternate)

**Heritage Preservation  
Commission**

(3<sup>rd</sup> Thursday at 7:00 p.m.)

Marv Koppen  
David Fischer (Staff Liaison)

David Fischer (Staff Liaison)

**Housing & Redevelopment  
Authority**

(2<sup>nd</sup> Wednesday at 7:00 p.m.)

James Llanas  
Tom Ekstrand (Staff Liaison)

Tom Ekstrand (Staff Liaison)

**Human Rights Commission**

(2<sup>nd</sup> Tuesday at 7:00 p.m.)

James Llanas  
Karen Guilfoile (Staff Liaison)

Karen Guilfoile (Staff Liaison)

**Joint Ice Arena Board**

Marv Koppen  
James Llanas

*(Staff is requesting that an alternate be appointed to the Joint Ice Arena Board as the City has two votes and it is important that two representatives from the City attend the meetings.)*

**Maplewood Green Team**

(Monthly as Needed)

Kathleen Juenemann  
Shann Finwall (Staff Liaison)

Shann Finwall (Staff Liaison)

**Municipal Legislative Commission**

(Monthly, Wed. 11:30 a.m.–1:00 p.m.)

James Antonen  
Kathleen Juenemann(Alt)

James Antonen

**Official Newspaper**

Maplewood Review  
Pioneer Press (Alternate)

Maplewood Review  
Pioneer Press (Alternate)

**Parks & Recreation  
Commission**

(3<sup>rd</sup> Wednesday at 7:00 p.m.)

Will Rossbach  
DuWayne Konewko  
Jim Taylor/Audra Robbins

DuWayne Konewko (Staff)  
Jim Taylor/Audra Robbins  
(Staff Representatives)

| <b><u>Appointment</u></b>   | <b><u>2011 Appointments</u></b>                      | <b><u>2012 Appointments</u></b>              |
|---|--|--|
| <b>The Partnership</b>  | James Llanas<br>Dave Kvam (Staff Liaison)            | Dave Kvam (Staff Liaison)                    |
| <b>Planning Commission</b><br>(1 <sup>st</sup> & 3 <sup>rd</sup> Tuesdays at 7:00 p.m.) | John Nephew<br>Tom Ekstrand (Staff Liaison)          | Tom Ekstrand (Staff Liaison)                 |
| <b>Police Civil Service Commission</b><br>(Meets as Needed)                             | Kathleen Juenemann<br>Terrie Rameaux (Staff Liaison) | Terrie Rameaux (Staff Liaison)               |
| <b>Ramsey County League<br/>of Local Governments</b>                                    | Will Rossbach<br>Marv Koppen (Alternate)             |  |
| <b>Ramsey/Washington<br/>Suburban Cable Commission</b>                                  | Kim Facile<br>John Nephew (Alternate)                | Kim Facile                                   |
| <b>Regional Mayors</b>  | Will Rossbach  | Will Rossbach                                |
| <b>Rush Line Corridor</b>   | Will Rossbach<br>Chuck Ahl (Staff Liaison)           | Chuck Ahl (Staff Liaison)                    |
| <b>Suburban Area Chamber<br/>of Commerce</b>  | James Antonen<br>Karen Guilfoile (Alternate)         | James Antonen<br>Karen Guilfoile (Alternate) |
| <b>Suburban Rate Authority</b><br>(First month of quarter)                              | John Nephew  |  |
| <b>St. Paul Water Utility</b>   | No Representative Required                           |  |
| <b>Transportation Advisory Board</b>  | Will Rossbach  |  |

## AGENDA REPORT

**TO:** James Antonen, City Manager  
**FROM:** Michael Thompson, City Engineer/Deputy Public Works Director  
 Steve Kummer, Civil Engineer II  
**SUBJECT:** Resolution Ordering Preparation of Feasibility Study, Rice Street Improvements, City Project 11-28  
**DATE:** December 28, 2011

### INTRODUCTION

The city council will consider approving the attached resolution ordering the preparation of a feasibility study for pavement surface, signal, and utility improvements to Rice Street from County Road B to Larpenteur Avenue.

### DISCUSSION

Ramsey County has scheduled a pavement improvement project along the Rice Street corridor from County Road B to Larpenteur Avenue for 2012. Ramsey County is proposing to mill and overlay the existing pavement surface of Rice Street from County Road B to Larpenteur Avenue along with the replacement of the traffic signal at the Roselawn Avenue and Rice Street intersection. The project will also address utility improvements in the area including:

- Refurbish/repair existing storm drainage and sanitary sewer systems as needed.
- Installation of water service to 4 Maplewood Properties:
  - 1820 Rice Street (Rookies Sports Bar)
  - 1986 Rice Street (Dean's Tavern)
  - 2000 Rice Street (Vacant Parcel)
  - 2020 Rice Street (Pro-Care Auto Body and Experts Auto Glass)

The feasibility report will address the City of Maplewood's infrastructure related improvements along Rice Street and the City's portion of the signal improvement at the intersection of Roselawn Avenue and Rice Street. Ramsey County would cover the majority of the project improvement costs, with the City contributing funds for a portion of the utility and signal improvements and other potential improvements. The City would assess costs for the water service extensions to the benefitting properties. The improvements and associated costs and financing will be outlined in the feasibility study.

### BUDGET

A not-to-exceed project budget of \$20,000 would be established for the completion of the feasibility study.

### RECOMMENDATION

Staff recommends that the city council approve the attached resolution ordering the preparation of the feasibility study for the Rice Street Improvements, Project 11-28.

#### Attachments:

1. Resolution Preparation of Feasibility Study
2. Location Map

## RESOLUTION

### ORDERING PREPARATION OF A FEASIBILITY STUDY

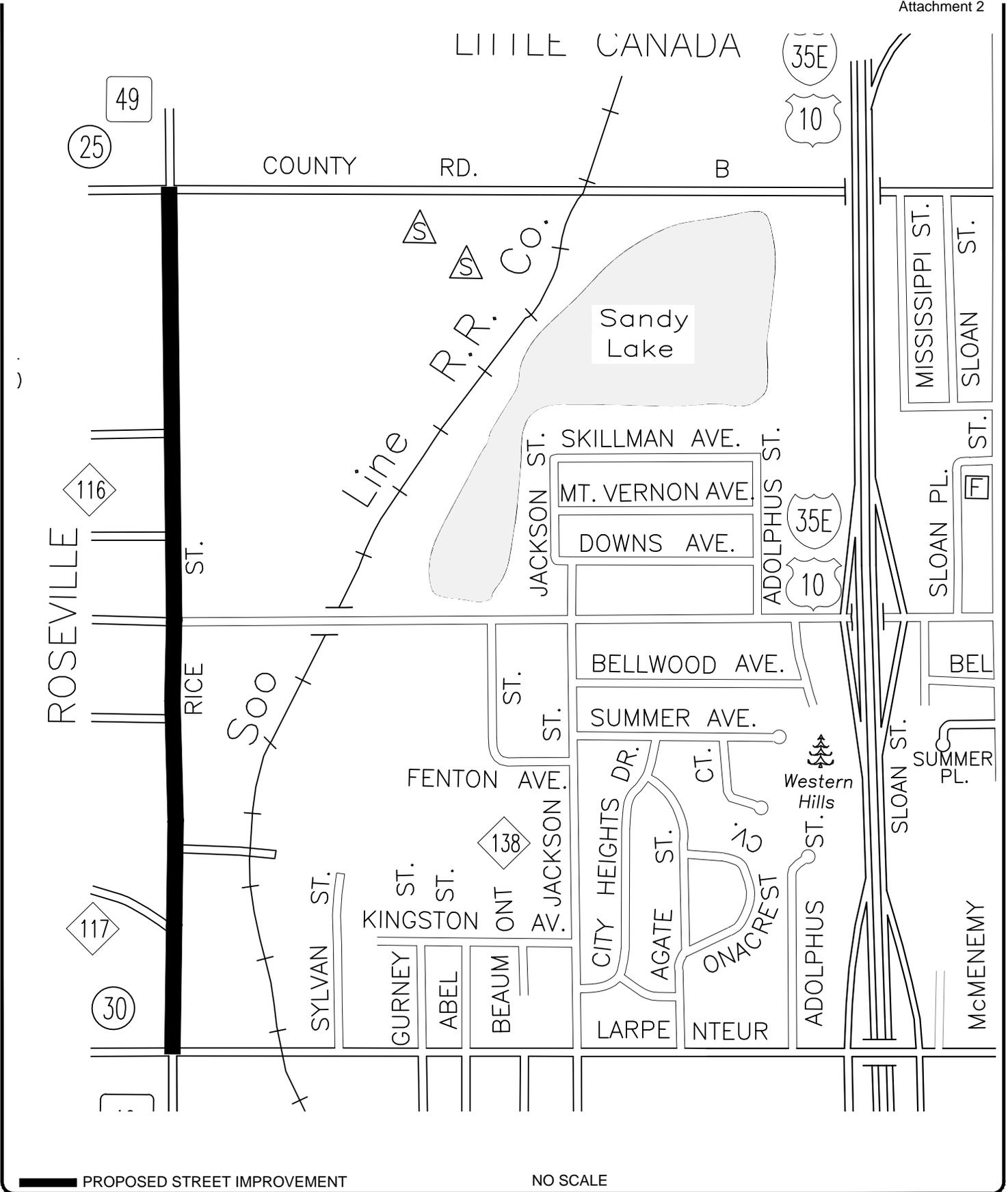
WHEREAS, it is proposed to make improvements to Rice Street generally between County Rd B and Larpenteur Avenue, Project 11-28 and to assess the benefitting properties for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429,

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

That the proposed improvement be referred to the city engineer for study and it is instructed to report to the council with all convenient speed advising the council in a preliminary way as to whether the proposed improvement is necessary, cost effective and feasible and as to whether it should best be made as proposed or in connection with some other improvement, and the estimated cost of the improvement as recommended.

FURTHERMORE, funds in the amount of \$20,000 are appropriated to prepare this feasibility report.

Approved this 9<sup>th</sup> day of January, 2012.



**Ramsey County Proposed Project**  
 Rice Street Improvements  
 City Project 11-28

