

The Listening Forum begins at 6:30 p.m. before the second and fourth regularly scheduled City Council meetings and replaces Visitor Presentations on the City Council Agenda.

AGENDA
MAPLEWOOD CITY COUNCIL
7:00 P.M. Monday, February 13, 2012
City Hall, Council Chambers
Meeting No. 03-12

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 January 23, 2012, City Council Workshop Minutes
2. Approval of January 23, 2012, City Council Meeting Minutes

F. APPOINTMENTS AND PRESENTATIONS

1. Resolutions of Appreciation for Jeremy Yarwood and Robert Martin
2. Cable Commission Update – Kim Facile

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 Planning Commission Rules of Procedure Annual Review
3. Approval of 2011 Planning Commission Annual Report
4. Approval of Lot Repurchase Request for 2603 Mayer Lane
5. Approval of Heritage Preservation Commission 2011 Annual Report
6. Approval of Spring Clean-Up Event – April 21, 2012
7. Approval of Temporary Gambling Permit and Request for Temporary Permit Fees to be Waived - Carver School
8. Approval of Transfers from Tax Increment Funds for 2011
9. Approval of 2011 Budget Carryovers
10. Approval of 2012 Service Agreement between City of Maplewood and Financial Concepts, Inc. (FCI)
11. Approval of 2012 Master Group Contract between City of Maplewood and Medica Insurance Company

12. Approval of Resolution Accepting a Donation to the Fire Department from Residential Mortgage Group
13. Approval of the 2011 Annual Parks and Recreation Commission Report
14. Approval to Purchase Police Vehicles
15. Approval of Resolution Approving Final Payment and Acceptance of Project, Holloway Avenue and Stanich Highlands Area Improvements, City Project 09-13
16. Approval to Enter into Contract for Residential Sanitary Sewer Cleaning and Televising for 2012 Capital Improvement Projects
17. Approval of Resolution Approving Final Payment and Acceptance of Project, Lift Station No.8 Upgrades, Project 10-01
18. 2012 Mill and Overlays, Project 11-15
 - a. Resolution Approving Plans and Specifications and Advertising for Bids
 - b. Resolution Ordering Preparation of Assessment Roll

H. PUBLIC HEARINGS

1. Bartelmy-Meyer Area Street Improvements, City Project 11-14
 - a. Public Hearing 7:00 pm
 - b. Resolution Ordering Improvement after Public Hearing (4 votes)
2. Approval of First Reading Changing Municipal Elections from Odd to Even Year

I. UNFINISHED BUSINESS

J. NEW BUSINESS

1. Approval of an On-Sale Intoxicating Liquor License for Aramark (3M)
2. Consideration of Penalties for Alcohol and Tobacco Compliance Failures
3. Moratorium on Licenses for Tobacco and Tobacco Related Products
4. Authorize Waiver to Maplewood Purchasing Procedures to Allow Purchase of Trash Carts Through a Cooperative Purchasing Company
5. Approval of Bylaw Amendments for Fire Relief Association
6. Consider Action Plan for Rookies Bar

K. AWARD OF BIDS

L. ADMINISTRATIVE PRESENTATIONS

1. East Metro Fire Training Facility/Marshlands Update

M. COUNCIL PRESENTATIONS

N. ADJOURNMENT

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

RULES OF CIVILITY FOR OUR COMMUNITY

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

MINUTES
MAPLEWOOD CITY COUNCIL
7:00 p.m., Monday, January 23, 2012
Council Chambers, City Hall
Meeting No. 02-12

A. CALL TO ORDER

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

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

Will Rossbach, Mayor	Present
Robert Cardinal, Councilmember	Present
Kathleen Juenemann, Councilmember	Present
Marvin Koppen, Councilmember	Present
James Llanas, Councilmember	Present

D. APPROVAL OF AGENDA

The following items were added to the agenda by council members:

M1 Maplewood Mall
M2 Maplewood Community Center
M3 Earth Hour 2012

Councilmember Llanas moved to approve the agenda as amended.

Seconded by Councilmember Juenemann Ayes – All

The motion passed.

E. APPROVAL OF MINUTES**1. Approval of January 9, 2012 City Council Meeting Minutes**

Correction on page 1 of the minutes, remove John Nephew and add Robert Cardinal to the roll call. Correction on page 9 of the minutes, add Will Rossbach as the 2012 appointment for St. Paul Water Utility.

Councilmember Juenemann moved to approve the January 9, 2012 City Council Meeting Minutes as amended.

Seconded by Councilmember Ayes – All

The motion passed.

F. APPOINTMENTS AND PRESENTATIONS**1. Consider Reappointment to the Community Design Review Board**

a. Jawaid Ahmed

Councilmember Juenemann moved to approve the Resolution for Reappointment of Jawaid Ahmed to the Community Design Review Board with a term to expire April 30, 2015.

RESOLUTION NO. 12-1-672
RESOLUTION OF APPOINTMENT

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:

Community Design Review Board

- Jawaid Ahmed, term expires April 30th, 2015

Seconded by Councilmember Koppen Ayes – All

The motion passed.

2. Consider Reappointment to the Parks & Recreation Commission
a. Rhoda Erhardt

Councilmember Juenemann moved to approve the Resolution for Reappointment of Rhoda Erhardt to the Parks & Recreation Commission with a term to expire April 30, 2015.

RESOLUTION NO. 12-1-673
RESOLUTION OF APPOINTMENT

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:

Parks & Recreation Commission

- Rhoda Erhardt, term expires April 30th, 2015

Seconded by Councilmember Koppen Ayes – All

The motion passed.

3. Consider Reappointment to Human Rights Commission
a. Arianne Maxwell
b. Marie Ridgeway

Councilmember Juenemann moved to approve the Resolution for Reappointment of Arianne Maxwell and Marie Ridgeway to the Human Rights Commission with terms to expire 2015.

RESOLUTION NO. 12-1-674
RESOLUTION FOR APPOINTMENT

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:

Parks & Recreation Commission

- Arianne Maxwell, term expires May 1st, 2015
- Marie Ridgeway, term expires May 1st, 2015

Seconded by Councilmember Koppen

Ayes – All

The motion passed.

G. CONSENT AGENDA

Councilmember Llanas asked to highlight agenda items G2 Approval to Accept Donation to Police Department form Schmelz Countryside and G6 Approval of Contract for Services Between the City of Maplewood and ISD 622 Community Educations for Aquatics Programming.

Councilmember Juenemann asked to highlight agenda item G11 Planned Unit Development Review, Metro Transit Park and Ride Parking Ramp.

Councilmember Koppen moved to approve agenda items G1 thru G13.

Seconded by Councilmember Juenemann

Ayes – All

The motion passed.

1. Approval of Claims

Councilmember Koppen moved to approve the Approval of Claims.

ACCOUNTS PAYABLE:

\$	306,190.58	Checks # 86190 thru # 86230 dated 1/4/12 thru 1/10/12
\$	249,480.11	Disbursements via debits to checking account dated 1/3/12 thru 1/6/12
\$	229,287.62	Checks # 86231 thru # 86280 dated 1/9/12 thru 1/17/12
\$	499,168.88	Disbursements via debits to checking account dated 1/9/12 thru 1/13/12
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\$	1,284,127.19	Total Accounts Payable

PAYROLL

\$	575,968.67	Payroll Checks and Direct Deposits dated 1/6/12
\$	2,205.01	Payroll Deduction check # 9985679 thru # 9985682 dated 1/6/12
<hr/>		
\$	578,173.68	Total Payroll
\$	<u>1,862,300.87</u>	GRAND TOTAL

Seconded by Councilmember Juenemann Ayes – All

The motion passed.

2. Approval to Accept Donation to Police Department from Schmelz Countryside

Police Chief Thomalla presented the staff report.

Councilmember Koppen moved to approve the Resolution Authorizing the Gift to the City from Schmelz Countryside.

RESOLUTION 12-1-675
AUTHORIZING GIFT TO CITY

WHEREAS, Maplewood is AUTHORIZED to receive and accept grants, gifts and devices of real and personal property and maintain the same for the benefit of the citizens and pursuant to the donor’s terms if so-prescribed, and;

WHEREAS, Schmelz Countryside wishes to grant the City of Maplewood the following: \$2,500, and;

WHEREAS, Schmelz Countryside has instructed that the City will be required to use the aforementioned for: programs for children and senior citizens, and;

WHEREAS, the City of Maplewood has agreed to use the subject of this resolution for the purposes and under the terms prescribed, and;

WHEREAS, the City agrees that it will accept the gift by a super majority of its governing body’s membership pursuant to Minnesota Statute §465.03;

NOW, THEREFORE, BE IT RESOLVED, pursuant to Minnesota Statute §465.03, that the Maplewood City Council approves, receives and accepts the gift aforementioned and under such terms and conditions as may be requested or required.

The Maplewood City Council passed this resolution by a super majority vote of its membership on January 23, 2012.

Signed:

Signed:

Witnessed:

(Signature)

(Signature)

(Signature)

Mayor
(Title)

Chief of Police
(Title) (Title)

City Clerk

(Date)

(Date)

(Date)

Seconded by Councilmember Juenemann Ayes – All

The motion passed.

3. Approval of Assignment of Bridge Maintenance Agreement

Councilmember Koppen moved to approve the Assignment of Bridge Maintenance Agreement from BNSF to the City

Seconded by Councilmember Juenemann Ayes – All

The motion passed.

4. Approval of 2012 Pay Equity Report

Councilmember Koppen moved to approve the 2012 Pay Equity Implementation Report for submission to Minnesota Management & Budget Department for review.

Seconded by Councilmember Juenemann Ayes – All

The motion passed.

5. Approval of Temporary Gambling Permit for Church of the Presentation of the Blessed Virgin Mary for Annual Spring Festival

Councilmember Koppen moved to approve the Resolution for the Temporary Gambling Permit for the Church of the Presentation of the Blessed Virgin Mary for their Annual Spring Festival.

RESOLUTION 12-1-676

BE IT HEREBY RESOLVED, by the City Council of Maplewood, Minnesota, that the temporary premises permit for lawful gambling on May 5, 2012 and May 6, 2012 is approved for the Church of the Presentation of the Blessed Virgin Mary (BVM), 1725 Kennard Street, Maplewood.

FURTHERMORE, that the Maplewood City Council waives any objection to the timeliness of application for said permit as governed by Minnesota Statute §349.213.

FURTHERMORE, that the Maplewood City Council requests that the Gambling Control Division of the Minnesota Department of Gaming approve said permit application as being in compliance with Minnesota Statute §349.213.

NOW, THEREFORE, be it further resolved that this Resolution by the City Council of Maplewood, Minnesota, be forwarded to the Gambling Control Division for their approval.

Seconded by Councilmember Juenemann Ayes – All

The motion passed.

6. Approval of Contract for Services Between the City of Maplewood and ISD 622 Community Educations for Aquatic Programming

Parks and Recreation Director Konewko presented the staff report and answered questions of the council.

Councilmember Koppen moved to approve the Contract for Services Between the City of Maplewood and ISD 622 Community Educations for Aquatic Programming.

Seconded by Councilmember Juenemann Ayes – All

The motion passed.

7. Approval of Appraisal and Acquisition Services for TH 36/ English Street Interchange Improvement, City Project 09-08

Councilmember Koppen moved to approve the Appraisal and Acquisition Services for TH 36/ English Street Interchange Improvement, City Project 09-08, Proposed in an Amount of \$62,845.00.

Seconded by Councilmember Juenemann Ayes – All

The motion passed.

8. Adopt Resolution of Support for Mn/DOT Local Road Improvement Grant Funding Application, TH 36 and English Street Interchange Improvements, City Project 09-08

Councilmember Koppen moved to adopt the Resolution of Support for Mn/DOT Local Road Improvement Grant Funding Application, TH 36 and English Street Interchange Improvements, City Project 09-08.

RESOLUTION 12-1-677

SUPPORTING MNDOT LOCAL ROAD IMPROVEMENT PROGRAM (LRIP) FUNDING APPLICATION SUBMITTAL FOR THE TRUNK HIGHWAY (TH) 36 AND ENGLISH STREET INTERCHANGE IMPROVEMENTS

WHEREAS, the City Council of the City of Maplewood is the official governing body; and

WHEREAS, the City of Maplewood is planning to construct improvements to the TH 36 and English Street Interchange area; and

WHEREAS, the City of Maplewood is requesting financial participation for the TH 36 and English Street Interchange Improvements from the Minnesota Department of Transportation through their Local Road Improvement Program grant; and

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

1. The City of Maplewood is hereby authorized to apply for Local Road Improvement Program Grant Funding for City Project 09-08 – TH 36 and English Street Interchange Improvements.

Approved this 23rd day of January 2012

Seconded by Councilmember Juenemann Ayes – All

The motion passed.

9. Conditional Use Permit Review, Seasons at Maplewood (formerly known as The Regents) Kennard Street and Legacy Parkway

Councilmember Koppen moved to approve to review the Conditional Use Permit for the Seasons at Maplewood only if a problem arises or if the owner proposes a major change.

Seconded by Councilmember Juenemann Ayes – All

The motion passed.

10. Conditional Use Permit Review, Woodland Hills Church, 1740 Van Dyke Street

Councilmember Koppen moved to approve to review the Conditional Use Permit for Woodland Hills Church again in one year.

Seconded by Councilmember Juenemann Ayes – All

The motion passed.

11. Planned Unit Development Review, Metro Transit Park and Ride Parking Ramp

Assistant City Manager Ahl presented the staff report.

Councilmember Koppen moved to approve the Conditional Use Permit for Metro Transit Park and Ride Parking Ramp planned unit development located at 1793 Beam Avenue. If the applicant has not obtained a building permit to start construction by September 27, 2012, this approval shall expire as required by ordinance. The engineering-review costs still owed by the applicant must be paid prior to obtaining the building permit for the proposed parking ramp.

Seconded by Councilmember Juenemann Ayes – All

The motion passed.

12. Approval of Annual Service Contracts, Contractor Yearly Accumulative Expenses

Councilmember Koppen moved to approve for Signing and Paying the Service Contracts which are Budgeted to 602-614-000-4430 (Repair and Maintenance of Equipment) for Thermo/Dyne (Pool Area Heating-Cooling) \$3,400, Simplex Grinnell (Fire System Equipment) \$5,495, and Trane Company Two (2) Year Contract (Heating/Cooling/Air Conditioning) (2012) \$9,984, (2013) \$10,798. Also, approve for Spending Accumulative Expenses over \$10,000 but Limited to \$70,000 for Electrical Contractor Work in 2012 Before Requiring Additional Approval. The Electrical Work Expense Would Come From the General Ledgers of Building Operations 101-115 or Building Maintenance (MCC) 602-614.

Seconded by Councilmember Juenemann Ayes – All

The motion passed.

13. Approval to Pay Invoice from League of Minnesota Cities Insurance Trust for Services Rendered

Councilmember Koppen moved to approve the payment of \$43,630.90 to the League of Minnesota Cities Insurance Trust and the invoicing of \$1,000.00 to Alan Kantrud.

Seconded by Councilmember Juenemann Ayes – All

The motion passed.

A local Boy Scout Troop was in attendance for the purpose of obtaining a merit badge. Mayor Rossbach asked one of the scouts to address the council. JJ Lamb addressed and answered questions of the council.

H. PUBLIC HEARING

None

I. UNFINISHED BUSINESS

None

J. NEW BUSINESS

1. **Bartelmy-Meyer Area Street Improvements, City Project 11-14, Resolution Accepting Feasibility Study, Authorizing Preparation of Plans and Specifications, and Calling for Public Hearing**

City Engineer/Deputy Public Works Director Thompson presented the staff report and answered questions of the council.

Councilmember Koppen moved to approve the Resolution Accepting the Feasibility Report, Authorizing the Preparation of Plans and Specifications, and Calling for a Public Hearing for 7:00 p.m., Monday, February 13, 2012, for the Bartelmy Meyer Area Street Improvements, City Project 11-14.

RESOLUTION 12-1-678

ACCEPTING FEASIBILITY STUDY, AUTHORIZING PREPARATION OF PLANS AND SPECIFICATIONS, AND CALLING FOR PUBLIC HEARING

WHEREAS, pursuant to resolutions of the council adopted June 27, 2011, a report has been prepared by the city engineering division with reference to the improvement of Bartelmy Meyer Area Street Improvements, City Project 11-14, and this report was received by the council on January 23, 2012, and

WHEREAS, the report provides information regarding whether the proposed project is necessary, cost-effective, and feasible,

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

1. The council will consider the Bartelmy Meyer Area Street Improvements, City Project 11-14 in accordance with the report and the assessment of abutting property for all or a portion of the cost of the improvement pursuant to Minnesota Statutes, Chapter 429 at an estimated total cost of the improvement of \$4,157,000.
2. The City's consultant engineer, Kimley-Horn and Associates, Inc., is the designated engineer for this improvement and is hereby directed to prepare final plans and specifications for the making of said improvement.
3. The finance director is hereby authorized to make the financial transfers necessary for the preparation of plans and specifications. A proposed budget of \$4,157,000 shall be established. The proposed financing plan is as follows:

ESTIMATED PROJECT COST RECOVERY	
FUNDING SOURCE	FEASIBILITY ESTIMATE
RWMWD GRANT FUND	\$907,000
G.O. IMPROVEMENT BONDS*	\$1,401,390
SPECIAL BENEFIT ASSESSMENTS	\$733,610
SANITARY SEWER FUND	\$140,000
W.A.C. FUND	\$50,000
ENVIRONMENTAL UTILITY FUND	\$175,000
PARK FUND	\$20,000
ST. PAUL WATER	\$700,000
DRIVEWAY REPLACEMENT PROGRAM	\$30,000
TOTAL FUNDING	\$4,157,000

*Note: Includes G.O. Improvement Bond funding in the amount of \$710,000.00 from Fund 510 from previous project, which reduces bonding obligations to \$691,390.00.

4. A public hearing shall be held on such proposed improvement on the 13th day of February, 2012 in the council chambers of city hall at 7:00 p.m., and the clerk shall give mailed and published notice of such hearing and improvement as required by law.

Approved this 23th day of January 2012

Seconded by Councilmember Juenemann Ayes – All

The motion passed.

K. AWARD OF BIDS

None.

L. ADMINISTRATIVE PRESENTATIONS

None.

M. COUNCIL PRESENTATIONS

1. Maplewood Mall

Councilmember Llanas encouraged citizens to shop locally to support our local businesses specifically the mall and surrounding areas.

2. Maplewood Community Center

Councilmember Llanas encouraged citizens to visit the Maplewood Community Center – stating that “it is the essence of the City.”

3. Earth Hour 2012

Councilmember Juenemann spoke about Earth Hour 2012 that will be held on Saturday, March 31, 2012 and encouraged participation as a city. To learn more about Earth Hour, visit the website at www.earthhour.org.

Councilmember Cardinal asked the boy scouts master leader that was in attendance to address the council. Scout Master, Jim Lamb, addressed and answered questions of the council. Councilmember Cardinal commended and thanked Mr. Lamb for his service to the youth in our community.

N. ADJOURNMENT

Mayor Rossbach adjourned the meeting at 7:50 p.m.

DRAFT

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MEMORANDUM

TO: James Antonen, City Manager
FROM: Tom Ekstrand, Senior Planner
Chuck Ahl, Assistant City Manger
SUBJECT: **Resolutions of Appreciation for Jeremy Yarwood and Robert Martin**
DATE: February 1, 2012

INTRODUCTION

Jeremy Yarwood and Robert Martin have resigned from the planning commission. The attached resolutions of appreciation indicate the planning commission's and city council's gratitude for the years of service they both have given to the city.

COMMISSION ACTION

January 17, 2012: The planning commission moved to approve these resolutions and to forward them to the city council for acceptance.

RECOMMENDATION

Approve the attached resolutions of appreciation for Jeremy Yarwood and Robert Martin.

P:\Planning Commission\Resolutions of Appreciation for Jeremy Yarwood and Robert Martin CC Report 1 12 te
Attachment:

1. Resolution of Appreciation for Jeremy Yarwood
2. Resolution of Appreciation for Robert Martin

JOINT RESOLUTION OF APPRECIATION

WHEREAS, Jeremy Yarwood has been a member of the Maplewood Planning Commission since April 11, 2005 and has served faithfully in that capacity to the present time; and

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

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

WHEREAS, he has shown sincere dedication to his duties and has consistently contributed his leadership, time and effort for the benefit of the City.

NOW, THEREFORE, IT IS HEREBY RESOLVED for and on behalf of the City of Maplewood, Minnesota, and its citizens that Jeremy Yarwood is hereby extended our gratitude and appreciation for his dedicated service.

***Passed by the Maplewood
City Council on _____, 2012***

Will Rossbach, Mayor

***Passed by the Maplewood
Planning Commission
On January 17, 2012***

Lorraine Fischer, Chairperson

Attest:

Karen Guilfoile, City Clerk

JOINT RESOLUTION OF APPRECIATION

WHEREAS, Robert Martin has been a member of the Maplewood Planning Commission since July 9, 2007 and has served faithfully in that capacity to the present time; and

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

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

WHEREAS, he has shown sincere dedication to his duties and has consistently contributed his leadership, time and effort for the benefit of the City.

NOW, THEREFORE, IT IS HEREBY RESOLVED for and on behalf of the City of Maplewood, Minnesota, and its citizens that Robert Martin is hereby extended our gratitude and appreciation for his dedicated service.

***Passed by the Maplewood
City Council on _____, 2012***

Will Rossbach, Mayor

***Passed by the Maplewood
Planning Commission
On January 17, 2012***

Lorraine Fischer, Chairperson

Attest:

Karen Guilfoile, City Clerk

DRAFT
MINUTES OF THE MAPLEWOOD PLANNING COMMISSION
1830 COUNTY ROAD B EAST, MAPLEWOOD, MINNESOTA
TUESDAY, JANUARY 17, 2012

6. NEW BUSINESS

a. 2011 Planning Commission Annual Report

- i. Senior Planner, Tom Ekstrand gave the 2011 Planning Commission Annual Report.

Commissioner Trippler moved to approve the 2011 Planning Commission Annual Report.

Seconded by Commissioner Boeser.

Ayes – All

The motion passed.

b. 2011 Planning Commission Schedule for City Council Meetings

- i. Senior Planner, Tom Ekstrand gave the 2011 Planning Commission Schedule for City Council Meetings.

No action was needed. Staff will make changes to the planning commission information.

c. Annual Review of the Planning Commission Rules of Procedure

- i. Senior Planner, Tom Ekstrand gave the Annual Review of the Planning Commission Rules of Procedure.

The commission recommended changes to the Planning Commission Rules of Procedure. The commission requested staff to prepare a comparison to show the differences between Roberts Rules of Order and Rosenberg's Rules of Order.

Commissioner Trippler moved to approve the annual review of the planning commission rules of procedure as amended.

Seconded by Commissioner Nuss.

Ayes – All

The motion passed.

d. Resolutions of Appreciation for Jeremy Yarwood and Robert Martin

Commissioner Trippler moved to approve the resolutions of appreciation for Jeremy Yarwood and Robert Martin.

Seconded by Commissioner Pearson.

Ayes – All

The motion passed.

AGENDA REPORT

TO: City Manager, Jim Antonen
FROM: IT Director, Mychal Fowlds
SUBJECT: **Cable Commission Update**
DATE: February 8, 2012

Introduction

This item is being presented to keep you up to date on the happenings at the Cable Commission and on the process that is currently taking place regarding the renewal of our Cable Franchise Agreement.

Background

The City of Maplewood is a member of the Ramsey/Washington Suburban Cable Commission. Kim Facile has been appointed as the City's representative for this commission and she will be giving an update on Commission happenings and also the progress on the Cable Franchise Agreement renewal process.

Budget Impact

At this point there is no budget impact associated with this item.

Recommendation

This item is simply being brought before you to keep you up to date on our membership in RWSCC.

Action Required

None.

Attachments

1. Summary from Kim Facile

Summary of Ramsey Washington Suburban Cable Commission (RWSCC) Activities and Actions

February 8, 2012

Actions since November 2011:

- Approved the funding to replace all Master Control equipment which will improve reliability and functionality of the transmission of PEG programming. The current system is obsolete. The cost of the total project has a not to exceed amount of \$360,000. The system is anticipated to be installed and operational by April 1, 2012.
- Approved a change in public access playback policy which stipulates that series timeslot holders may not submit their programs for playback on more than one public access channel – thus formalizing our commitment to diversity in programming across all local channels.
- Recommended the formal action to pursue renewal of the franchise with Comcast – “Section 626 Notice”
- A bill stuffer focusing on the RWSCC and local programming options will be included in the March bill. This is the first of this year’s new marketing initiatives, initiated by the Local Programming Committee, developed by the staff and submitted to Comcast for printing and stuffing. This info piece will also be made available for wider distribution within our community.
- The RWSCC will be sponsoring one of the Winds of the Winter Carnival who is a producer of SportsPath, one of the local TV19 shows focusing on our youth and school sports programs.
- The Franchise Renewal Committee has approved a Bid request to go out for the first step in our renewal effort: the Needs and Technical Assessment piece. Bid responses are due by 2/27/12.

Of note:

* Comcast’s Director of Government Affairs, Kathi Donnelly-Cohen, retired on January 11, 2012. A new Director has not been named.

As always, please let me know if you have any questions or need further clarification.

It is a privilege to represent Maplewood on the Ramsey Washington Suburban Cable Commission.

--Kim Facile

AGENDA REPORT

TO: City Council
FROM: Finance Manager
RE: APPROVAL OF CLAIMS
DATE: January 3, 2012

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:

\$ 324,291.12	Checks #86281 thru # 86317 dated 1/24/12
\$ 252,492.19	Disbursements via debits to checking account dated 1/17/12 thru 1/20/12
\$ 591,755.07	Checks # 86318 thru # 86366 dated 1/20/12 thru 1/31/12
\$ 412,524.11	Disbursements via debits to checking account dated 1/23/12 thru 1/27/12
\$ 489,945.75	Checks # 86367 thru # 86429 dated 1/30/12 thru 2/7/12
\$ 5,453,867.41	Disbursements via debits to checking account dated 1/30/12 thru 2/3/12
<hr/>	
\$ 7,524,875.65	Total Accounts Payable

PAYROLL

\$ 621,335.61	Payroll Checks and Direct Deposits dated 1/20/12
\$ 2,662.89	Payroll Deduction check # 9985728 thru # 9985731 dated 1/20/12
\$ 511,615.29	Payroll Checks and Direct Deposits dated 2/3/12
\$ 2,604.43	Payroll Deduction check # 9985783 thru # 9985786 dated 2/3/12
<u>\$ 1,138,218.22</u>	Total Payroll
<u><u>\$ 8,663,093.87</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

01/20/2012

Check	Date	Vendor	Description	Amount	
86281	01/24/2012	01973	ERICKSON OIL PRODUCTS INC	CAR WASHES - DECEMBER	80.00
86282	01/24/2012	04060	MES - MIDAM	SCBA REPAIR	200.92
86283	01/24/2012	04316	CITY OF MINNEAPOLIS RECEIVABLES	AUTO PAWN SYSTEM - DEC	568.20
86284	01/24/2012	01574	T.A. SCHIFSKY & SONS, INC	PROJ 09-15 HILLS & DALES PARTPMT#10	67,645.85
86285	01/24/2012	01190	XCEL ENERGY	ELECTRIC & GAS UTILITY	11,851.78
	01/24/2012	01190	XCEL ENERGY	ELECTRIC & GAS UTILITY	6,385.46
	01/24/2012	01190	XCEL ENERGY	ELECTRIC & GAS UTILITY	2,480.96
	01/24/2012	01190	XCEL ENERGY	ELECTRIC UTILITY	1,045.29
	01/24/2012	01190	XCEL ENERGY	ELECTRIC & GAS UTILITY	403.02
	01/24/2012	01190	XCEL ENERGY	ELECTRIC UTILITY	52.80
86286	01/24/2012	01798	YOCUM OIL CO.	DIESEL FUEL - JAN	15,799.16
86287	01/24/2012	03780	ACCURATE RADAR SPECIALTIES	REPAIR SQUAD RADAR UNITS	761.68
86288	01/24/2012	00111	ANIMAL CONTROL SERVICES	BOARDING & DESTRUCTION FEES	804.08
86289	01/24/2012	00116	APPEARANCE PLUS CAR WASH CORP	CAR WASHES - NOV & DEC	330.50
86290	01/24/2012	04471	B&B AVM INC.	M ZELLAR CONCERT MCC JAN 20-21	650.00
86291	01/24/2012	00252	CAPITOL CITY REG FIRE FIGHTERS	2012 DUES	50.00
86292	01/24/2012	00261	CAREFREE COTTAGES OF MAPLEWOOD	TIF PAYMENT TO DEVELOPER	38,856.38
86293	01/24/2012	04066	CONNECT ELECTRIC	INSTALL COURT LIGHTING MCC	7,151.00
86294	01/24/2012	04979	GAUSMAN BROTHERS CONSTRUCTION	REPAIR TO CEILING STATION 2	3,630.00
86295	01/24/2012	04803	HEALTH & NUTRI FIT LLC	WELLNESS PRESENTATION	90.00
86296	01/24/2012	03323	IDENTI-KIT SOLUTIONS	ANNUAL SOFTWARE LEASE	350.00
86297	01/24/2012	00827	L M C I T	CLAIM DEDUCTIBLE C0010399	1,000.00
86298	01/24/2012	01083	M D R A	DUES FOR DEPUTY #149 MAPLEWOOD	495.00
86299	01/24/2012	03324	MCGREGOR DESIGN	GRAPHIC DESIGN WORK NC TRAILS	300.00
86300	01/24/2012	03910	METRO MECH CONTRACTORS, INC.	INSTALL AIR COND COUNCIL CHAMBERS	9,878.00
86301	01/24/2012	00986	METROPOLITAN COUNCIL	MONTHLY SAC - DECEMBER	117,030.40
86302	01/24/2012	03838	MN FIAM BOOK SALES	TRAINING BOOKS	53.44
	01/24/2012	03838	MN FIAM BOOK SALES	TRAINING BOOKS	53.44
86303	01/24/2012	00001	ONE TIME VENDOR	R JOHNSON - LEGAL SETTLEMENT	2,765.00
86304	01/24/2012	00001	ONE TIME VENDOR	REFUND HELLER SILVER SNEAKERS	199.73
86305	01/24/2012	00001	ONE TIME VENDOR	REFUND W SANDERS HP BENEFIT	60.00
86306	01/24/2012	00001	ONE TIME VENDOR	REFUND S MATHIS BRR,BRR,BIRDIE PROG	4.00
86307	01/24/2012	01267	PIONEER PRESS	MEMBERSHIP CAMPAIGN MCC	2,500.00
86308	01/24/2012	01295	PREMIER BANK	SAFE DEPOSIT BOX RENT #149	80.00
86309	01/24/2012	01359	REGAL AUTO WASH DETAIL XX	CAR WASHES - OCT	123.00
	01/24/2012	01359	REGAL AUTO WASH DETAIL XX	CAR WASHES - NOV	93.00
	01/24/2012	01359	REGAL AUTO WASH DETAIL XX	CAR WASHES - DEC	74.00
86310	01/24/2012	01836	CITY OF ST PAUL	RADIO SHOP SERVICES - DEC	402.87
86311	01/24/2012	03869	JOE STEINER	REIMB FOR TUITION & BOOKS 10/25-12/17	1,120.47
86312	01/24/2012	01632	TONIC SOL - FA, L.C.	PERFORMANCES MCC JAN 13 & 14	6,000.00
86313	01/24/2012	01653	TRUCK UTILITIES CO	TRUCK REPAIR	388.42
86314	01/24/2012	01669	TWIN CITIES TRANSPORT &	FORFEITED VEHICLE TOWING - DEC	1,426.16
86315	01/24/2012	01691	U S POLICE CANINE ASSN INC	MEMBERSHIP (GABRIEL & BIERDEMAN)	80.00
86316	01/24/2012	03825	VAN DYKE STREET HOMES	TIF PMT TO DEVELOPER DISTRICT 1-7	10,267.54
	01/24/2012	03825	VAN DYKE STREET HOMES	TIF PMT TO DEVELOPER DISTRICT 1-7	10,267.54
86317	01/24/2012	02359	WALLY'S UPHOLSTERY	RECOVER STRENGTH EQUIP PADS MCC	442.03

37 Checks in this report.

324,291.12

CITY OF MAPLEWOOD
Disbursements via Debits to Checking account

Transmitted Date	Settlement Date	Payee	Description	Amount
12/31/2011	1/17/2012	VANCO	Billing fee	148.50
1/13/2012	1/17/2012	MN State Treasurer	Drivers License/Deputy Registrar	36,224.26
1/13/2012	1/18/2012	US Bank VISA One Card*	Purchasing card items	1,094.91
1/17/2012	1/18/2012	MN State Treasurer	Drivers License/Deputy Registrar	47,255.95
1/13/2012	1/19/2012	MN Dept of Revenue	Sales Tax	8,842.00
1/18/2012	1/19/2012	MN State Treasurer	Drivers License/Deputy Registrar	27,574.55
1/13/2012	1/20/2012	MN Dept of Revenue	Fuel Tax	321.16
1/13/2012	1/20/2012	US Bank VISA One Card*	Purchasing card items	56,058.39
1/18/2012	1/20/2012	ICMA (Vantagepointe)	Deferred Compensation	27,638.34
1/18/2012	1/20/2012	ING - State Plan	Deferred Compensation	20,262.35
1/19/2012	1/20/2012	MN State Treasurer	Drivers License/Deputy Registrar	27,071.78
TOTAL				<u>252,492.19</u>

*Detailed listing of VISA purchases is attached.

Transaction Date	Posting Date	Merchant Name	Transaction Amount	Name
01/10/2012	01/12/2012	UNIFORMS UNLIMITED INC	\$67.67	PAUL BARTZ
12/29/2011	01/02/2012	STREICHER'S MPLS	\$79.99	MARKESE BENJAMIN
12/29/2011	01/02/2012	UNIFORMS UNLIMITED INC	\$57.80	BRETT KROLL
01/09/2012	01/11/2012	UNIFORMS UNLIMITED INC	\$339.97	KATHERINE LYNCH
12/30/2011	01/02/2012	POLAR BEAR ORDINANCE	\$399.15	JASON MARINO
12/31/2011	01/02/2012	HERBERGERS #0354	\$19.99	ALESIA METRY
12/31/2011	01/02/2012	HERBERGERS #0354	\$19.99	ALESIA METRY
12/31/2011	01/02/2012	HERBERGERS #0354	\$25.35	ALESIA METRY
12/30/2011	01/02/2012	FOOT LOCKER 22038	\$85.00	BRIAN TAUZELL
			\$1,094.91	

Transaction Date	Posting Date	Merchant Name	Transaction Amount	Name
12/29/2011	01/02/2012	MINNESOTA SOCIETY00 OF 00	\$330.00	R CHARLES AHL
01/05/2012	01/06/2012	TARGET 00011858	\$24.46	MANDY ANZALDI
01/05/2012	01/09/2012	CPS INC-DARECATALOUGE.COM	\$317.76	LONN BAKKE
12/31/2011	01/02/2012	TARGET.COM *	\$326.70	CHAD BERGO
01/04/2012	01/05/2012	LTG POWER EQUIPMENT	\$20.78	TROY BRINK
01/06/2012	01/09/2012	FASTENAL COMPANY01	\$139.21	TROY BRINK
12/30/2011	01/02/2012	GE CAPITAL	\$43.92	SARAH BURLINGAME
12/30/2011	01/02/2012	OFFICE DEPOT #1090	\$9.63	SARAH BURLINGAME
12/30/2011	01/02/2012	OFFICE DEPOT #1090	\$238.36	SARAH BURLINGAME
12/31/2011	01/02/2012	CURTIS 1000 INC.	\$50.36	SARAH BURLINGAME
01/06/2012	01/09/2012	OFFICE DEPOT #1090	\$9.63	SARAH BURLINGAME
01/09/2012	01/10/2012	RAINBOW FOODS 00088617	\$10.63	SARAH BURLINGAME
12/31/2011	01/02/2012	AVIS.COM PREPAY	\$349.59	DAN BUSACK
12/30/2011	01/02/2012	U OF M CCE NONCREDIT	\$120.00	NICHOLAS CARVER
12/30/2011	01/02/2012	U OF M CCE NONCREDIT	\$120.00	NICHOLAS CARVER
12/30/2011	01/02/2012	U OF M CCE NONCREDIT	\$120.00	NICHOLAS CARVER
01/05/2012	01/06/2012	JOHNSTONE SUPPLY	\$135.96	SCOTT CHRISTENSON
01/09/2012	01/10/2012	HENRIKSEN ACE HARDWARE	\$13.86	SCOTT CHRISTENSON
01/10/2012	01/11/2012	VIKING ELECTRIC - CREDIT	\$388.12	SCOTT CHRISTENSON
01/11/2012	01/12/2012	MENARDS 3022	\$53.59	SCOTT CHRISTENSON
12/30/2011	01/02/2012	FORMS & SYSTEMS OF MN	\$1,318.57	KERRY CROTTY
01/03/2012	01/05/2012	FORMS & SYSTEMS OF MN	\$24.97	KERRY CROTTY
01/06/2012	01/09/2012	G&K SERVICES 182	\$78.20	CHARLES DEAVER
12/30/2011	01/02/2012	AQUA LOGICS INC	\$1,164.57	LARRY FARR
12/30/2011	01/02/2012	AQUA LOGICS INC	\$150.00	LARRY FARR
01/01/2012	01/03/2012	OFFICE MAX	\$53.57	LARRY FARR
01/01/2012	01/03/2012	THE HOME DEPOT 2810	\$82.15	LARRY FARR
01/01/2012	01/03/2012	WM EZPAY	\$455.26	LARRY FARR
01/02/2012	01/03/2012	MENARDS 3022	\$212.95	LARRY FARR
01/03/2012	01/04/2012	CERTIFIED LABORATORIES	\$690.31	LARRY FARR
01/03/2012	01/04/2012	MENARDS 3022	\$130.92	LARRY FARR
01/04/2012	01/06/2012	OFFICE MAX	\$67.23	LARRY FARR
01/04/2012	01/06/2012	THE HOME DEPOT 2810	\$60.68	LARRY FARR
01/05/2012	01/06/2012	AQUA LOGICS INC	\$302.80	LARRY FARR
01/05/2012	01/06/2012	AQUA LOGICS INC	\$658.88	LARRY FARR
01/05/2012	01/06/2012	AQUA LOGICS INC	\$821.06	LARRY FARR
01/05/2012	01/06/2012	WM EZPAY	\$967.43	LARRY FARR
01/05/2012	01/06/2012	WM EZPAY	\$428.91	LARRY FARR
01/05/2012	01/06/2012	MENARDS 3059	\$55.54	LARRY FARR
01/06/2012	01/09/2012	G&K SERVICES 182	\$367.99	LARRY FARR
01/06/2012	01/09/2012	G&K SERVICES 182	\$662.20	LARRY FARR
01/08/2012	01/10/2012	OFFICE MAX	\$131.97	LARRY FARR
01/09/2012	01/10/2012	MINNESOTA ELEVATOR INC	\$1,672.14	LARRY FARR
01/09/2012	01/10/2012	YALE MECHANICAL LLC	\$251.00	LARRY FARR
01/09/2012	01/11/2012	SUN CONTROL OF MINNESO	\$325.00	LARRY FARR
01/09/2012	01/11/2012	STAPLES 00118836	\$12.82	LARRY FARR
01/09/2012	01/11/2012	PREMIUM WATERS INC	\$364.23	LARRY FARR
01/09/2012	01/11/2012	ADAM'S PEST CONTROL INC	\$150.46	LARRY FARR
01/09/2012	01/11/2012	ADAM'S PEST CONTROL INC	\$323.62	LARRY FARR
01/09/2012	01/11/2012	ADAM'S PEST CONTROL INC	\$610.61	LARRY FARR
01/09/2012	01/11/2012	ADAM'S PEST CONTROL INC	\$194.17	LARRY FARR
01/09/2012	01/12/2012	DAVIS LOCK & SAFE	\$17.10	LARRY FARR
01/10/2012	01/12/2012	COMMERCIAL FURNITURE SERV	\$3,080.00	LARRY FARR
01/11/2012	01/13/2012	MINVALCO INC	\$354.29	LARRY FARR

01/05/2012	01/09/2012	THE HOME DEPOT 2801	\$57.67	MYCHAL FOWLDS
01/10/2012	01/12/2012	PAY FLOW PRO	\$59.95	MYCHAL FOWLDS
01/02/2012	01/03/2012	CDW GOVERNMENT	\$4,616.69	NICK FRANZEN
01/02/2012	01/03/2012	CDW GOVERNMENT	\$1,238.11	NICK FRANZEN
01/04/2012	01/04/2012	HP DIRECT-PUBLICSECTOR	\$605.79	NICK FRANZEN
01/04/2012	01/04/2012	HP DIRECT-PUBLICSECTOR	\$85.70	NICK FRANZEN
01/04/2012	01/05/2012	IDU*PUBLIC SECTOR	\$152.30	NICK FRANZEN
01/06/2012	01/09/2012	UPS*1Z13T3310394120530	\$52.13	NICK FRANZEN
01/10/2012	01/12/2012	CDW GOVERNMENT	(\$2,245.54)	NICK FRANZEN
01/11/2012	01/13/2012	THE HOME DEPOT 2801	\$16.53	NICK FRANZEN
01/12/2012	01/13/2012	CDW GOVERNMENT	\$1,231.95	NICK FRANZEN
01/12/2012	01/13/2012	FEDEXOFFICE 00006171	\$19.29	VIRGINIA GAYNOR
12/29/2011	01/02/2012	REI 42 ROSEVILLE	\$214.14	CAROLE GERNES
01/04/2012	01/05/2012	BATTERIES PLUS #31	\$9.63	CLARENCE GERVAIS
01/09/2012	01/10/2012	ALADTEC INC	\$1,995.00	CLARENCE GERVAIS
01/07/2012	01/09/2012	FIRST SHRED	\$13.00	JEAN GLASS
01/11/2012	01/13/2012	OFFICE DEPOT #1090	\$181.69	JEAN GLASS
01/06/2012	01/09/2012	RAINBOW FOODS 00088526	\$5.89	JAN GREW HAYMAN
01/07/2012	01/09/2012	VZWRLLS*APOCC VISN	\$182.39	KAREN GUILFOILE
12/30/2011	01/02/2012	CONTINENTAL SAFETY EQUIPM	\$440.66	MARK HAAG
01/05/2012	01/06/2012	RED WING SHOE STORE	\$195.46	MILES HAMRE
12/30/2011	01/02/2012	STATE SUPPLY	\$1,720.40	GARY HINNENKAMP
12/30/2011	01/02/2012	LTG POWER EQUIPMENT	\$101.43	GARY HINNENKAMP
01/09/2012	01/10/2012	HENRIKSEN ACE HARDWARE	\$65.80	GARY HINNENKAMP
01/05/2012	01/06/2012	PARTY CITY #768	\$16.04	RON HORWATH
01/05/2012	01/06/2012	SPRINT AQUATICS	\$255.81	RON HORWATH
01/06/2012	01/09/2012	SWIMOUTLET.COM	\$159.60	RON HORWATH
01/12/2012	01/12/2012	PSW*FRONTIER PRO SHOP	\$10.59	RON HORWATH
01/12/2012	01/12/2012	PSW*FRONTIER PRO SHOP	\$127.92	RON HORWATH
01/04/2012	01/05/2012	TOSHIBA BUSINESS SOLUTION	\$246.70	ANN HUTCHINSON
01/11/2012	01/13/2012	WEBER AND TROSETH INC	\$38.50	ANN HUTCHINSON
12/29/2011	01/02/2012	OFFICE MAX	\$6.41	TOM KALKA
01/07/2012	01/09/2012	COMCAST CABLE COMM	\$143.76	DUWAYNE KONEWKO
01/04/2012	01/04/2012	AMAZON.COM	\$25.22	JASON KREGER
01/09/2012	01/11/2012	OFFICE MAX	\$32.11	JASON KREGER
01/06/2012	01/09/2012	NATIONAL STORMWATER CT	\$29.00	STEVEN KUMMER
01/03/2012	01/04/2012	STILLWATER VETERINARY	\$90.00	DAVID KVAM
01/03/2012	01/05/2012	UNIFORMS UNLIMITED INC	\$166.19	DAVID KVAM
01/05/2012	01/09/2012	UNIFORMS UNLIMITED	\$1,430.90	DAVID KVAM
01/06/2012	01/09/2012	THOMSON WEST*TCD	\$280.15	DAVID KVAM
01/13/2012	01/13/2012	COMCAST CABLE COMM	\$34.00	DAVID KVAM
12/30/2011	01/02/2012	TOUSLEY FORD I27228006	\$221.76	STEVE LUKIN
12/30/2011	01/02/2012	ASPEN MILLS INC.	\$183.85	STEVE LUKIN
12/30/2011	01/02/2012	ASPEN MILLS INC.	\$48.95	STEVE LUKIN
12/30/2011	01/02/2012	ASPEN MILLS INC.	\$31.95	STEVE LUKIN
12/30/2011	01/02/2012	ASPEN MILLS INC.	\$97.90	STEVE LUKIN
01/03/2012	01/04/2012	EMERGENCY AUTOMOTIVE	\$69.75	STEVE LUKIN
01/05/2012	01/09/2012	WM EZPAY	\$194.23	STEVE LUKIN
01/11/2012	01/12/2012	EMERGENCY AUTOMOTIVE	\$162.75	STEVE LUKIN
01/01/2012	01/02/2012	TARGET 00011858	\$19.16	JERROLD MARTIN
01/03/2012	01/05/2012	OFFICE MAX	\$25.70	MIKE MARTIN
12/29/2011	01/02/2012	BOUND TREE MEDICAL LLC	\$1,322.83	MICHAEL MONDOR
12/29/2011	01/02/2012	BOUND TREE MEDICAL LLC	\$1,321.32	MICHAEL MONDOR
12/29/2011	01/02/2012	BOUND TREE MEDICAL LLC	\$284.20	MICHAEL MONDOR
12/29/2011	01/02/2012	BOUND TREE MEDICAL LLC	\$25.00	MICHAEL MONDOR

01/03/2012	01/05/2012	BECKER FIRE & SAFETY SERV	\$644.83	MICHAEL MONDOR
01/09/2012	01/11/2012	BOUND TREE MEDICAL LLC	\$35.72	MICHAEL MONDOR
01/10/2012	01/12/2012	OFFICE MAX	\$62.74	MICHAEL MONDOR
12/30/2011	01/02/2012	CINTAS FIRST AID #431	\$94.51	BRYAN NAGEL
12/30/2011	01/02/2012	CINTAS FIRST AID #431	\$103.48	BRYAN NAGEL
12/30/2011	01/02/2012	CINTAS FIRST AID #431	\$91.65	BRYAN NAGEL
12/30/2011	01/02/2012	CINTAS FIRST AID #431	\$84.27	BRYAN NAGEL
01/12/2012	01/13/2012	LOEFFLER SHOES	\$139.95	BRYAN NAGEL
01/11/2012	01/12/2012	THE MERRI ARTIST I	\$53.00	SHELLY NEPHEW
12/30/2011	01/02/2012	OFFICE DEPOT #1090	\$103.09	AMY NIVEN
01/06/2012	01/09/2012	G&K SERVICES 182	\$1,012.71	AMY NIVEN
01/06/2012	01/09/2012	MENARDS 3059	\$24.32	RICHARD NORDQUIST
01/04/2012	01/06/2012	SUPERCIRCUITS INC	\$48.08	MICHAEL NYE
01/10/2012	01/11/2012	RADIOSHACK COR00161265	\$13.88	MICHAEL NYE
12/29/2011	01/02/2012	OFFICE DEPOT #1090	(\$6.83)	MARY KAY PALANK
12/29/2011	01/02/2012	OFFICE DEPOT #1090	\$211.18	MARY KAY PALANK
12/30/2011	01/02/2012	OFFICE DEPOT #1090	\$11.77	MARY KAY PALANK
01/06/2012	01/09/2012	OFFICE DEPOT #1090	\$60.43	MARY KAY PALANK
01/09/2012	01/10/2012	TARGET 00021352	\$30.52	MARY KAY PALANK
01/03/2012	01/04/2012	FULFILLMT7126239369	\$221.73	CHRISTINE PENN
01/03/2012	01/04/2012	FULFILLMT7126239369	\$742.83	CHRISTINE PENN
01/07/2012	01/09/2012	SUBWAY 00052159	\$25.35	CHRISTINE PENN
01/08/2012	01/09/2012	SUBWAY 00052159	\$18.10	CHRISTINE PENN
01/09/2012	01/10/2012	WEDDINGPAGES INC	\$300.00	CHRISTINE PENN
01/04/2012	01/11/2012	SIRCHIE FINGER PRINT LABO	\$126.10	PHILIP F POWELL
12/30/2011	01/02/2012	FACTORY MTR PTS #1	\$89.64	STEVEN PRIEM
12/30/2011	01/02/2012	DELEGARD TOOL COMPANY	\$434.96	STEVEN PRIEM
01/03/2012	01/04/2012	BOYER TRUCK PARTS	\$704.58	STEVEN PRIEM
01/03/2012	01/05/2012	CRYSTEEL TRUCK EQUIP INC	\$19.74	STEVEN PRIEM
01/04/2012	01/05/2012	AGGRESSIVE HYDRAULICS	\$266.38	STEVEN PRIEM
01/04/2012	01/05/2012	AUTO PLUS NO ST PAUL	\$52.99	STEVEN PRIEM
01/04/2012	01/06/2012	NORTHERN TOOL EQUIP	\$21.41	STEVEN PRIEM
01/05/2012	01/09/2012	TOUSLEY FORD I27228006	\$96.53	STEVEN PRIEM
01/05/2012	01/09/2012	TOUSLEY FORD I27228006	\$114.98	STEVEN PRIEM
01/06/2012	01/09/2012	BOYER TRUCK PARTS	(\$377.22)	STEVEN PRIEM
01/06/2012	01/09/2012	FACTORY MTR PTS #1	\$99.56	STEVEN PRIEM
01/06/2012	01/09/2012	FACTORY MTR PTS #1	\$272.76	STEVEN PRIEM
01/09/2012	01/10/2012	FORCE AMERICA DISTRIB LLC	\$286.60	STEVEN PRIEM
01/10/2012	01/11/2012	AUTO PLUS NO ST PAUL	\$33.58	STEVEN PRIEM
01/10/2012	01/12/2012	TRUCK UTILITIES	\$32.06	STEVEN PRIEM
01/10/2012	01/12/2012	ZAHL PMC	\$197.23	STEVEN PRIEM
01/11/2012	01/12/2012	AUTO PLUS NO ST PAUL	\$132.86	STEVEN PRIEM
01/11/2012	01/12/2012	AUTO PLUS NO ST PAUL	\$20.88	STEVEN PRIEM
01/11/2012	01/13/2012	MN NURSERY & LANDSCAPE	\$75.00	STEVEN PRIEM
01/12/2012	01/13/2012	FACTORY MTR PTS #1	\$153.60	STEVEN PRIEM
01/12/2012	01/13/2012	FACTORY MTR PTS #1	\$142.35	STEVEN PRIEM
01/12/2012	01/13/2012	AUTO PLUS NO ST PAUL	\$78.95	STEVEN PRIEM
12/29/2011	01/02/2012	DALCO ENTERPRISES, INC	\$152.05	MICHAEL REILLY
12/30/2011	01/02/2012	HILLYARD INC MINNEAPOLIS	\$1,190.04	MICHAEL REILLY
01/11/2012	01/12/2012	HILLYARD INC MINNEAPOLIS	\$1,123.80	MICHAEL REILLY
12/29/2011	01/02/2012	SUN RAY LANES	\$33.20	AUDRA ROBBINS
12/29/2011	01/02/2012	SUN RAY LANES	\$172.77	AUDRA ROBBINS
01/04/2012	01/05/2012	TARGET 00011858	\$58.24	AUDRA ROBBINS
01/09/2012	01/10/2012	JOHN DEERE LANDSCAPES530	\$203.54	ROBERT RUNNING
01/04/2012	01/05/2012	T-MOBILE.COM*PAYMENT	\$38.73	DEB SCHMIDT

01/04/2012	01/06/2012	OFFICE DEPOT #1090	\$51.54	DEB SCHMIDT
12/29/2011	01/02/2012	GARELICK STEEL	\$1,177.61	SCOTT SCHULTZ
12/29/2011	01/02/2012	FELLING TRAILER	\$202.95	SCOTT SCHULTZ
12/30/2011	01/02/2012	UNITED RENTALS	\$214.51	SCOTT SCHULTZ
01/01/2012	01/03/2012	USA MOBILITY WIRELE	\$16.07	SCOTT SCHULTZ
01/04/2012	01/06/2012	WM EZPAY	\$415.76	SCOTT SCHULTZ
12/29/2011	01/02/2012	PARABEN CORPORATION	\$360.00	MICHAEL SHORTREED
12/29/2011	01/02/2012	DELTA AIR 0068732530310	\$448.80	MICHAEL SHORTREED
12/29/2011	01/02/2012	DELTA AIR 0068732530311	\$448.80	MICHAEL SHORTREED
12/30/2011	01/02/2012	RADISSON HOTEL UTICA CENT	\$394.28	MICHAEL SHORTREED
12/30/2011	01/02/2012	RADISSON HOTEL UTICA CENT	\$394.28	MICHAEL SHORTREED
12/30/2011	01/02/2012	BEST BUY MHT 00000109	\$149.96	MICHAEL SHORTREED
12/30/2011	01/02/2012	FBI / LEEDA, INC	\$295.00	MICHAEL SHORTREED
12/30/2011	01/02/2012	HTCIA	\$40.00	MICHAEL SHORTREED
12/30/2011	01/02/2012	DELTA AIR 0062365863497	\$441.40	MICHAEL SHORTREED
12/31/2011	01/02/2012	TRAVEL INSURANCE POLICY	\$28.69	MICHAEL SHORTREED
01/05/2012	01/06/2012	WWW.DIGITAL-DETECTIVE.	\$327.59	MICHAEL SHORTREED
01/10/2012	01/11/2012	INSTITUTE FOR PERSONALI	\$775.25	MICHAEL SHORTREED
01/05/2012	01/09/2012	METRO SALES INC	\$135.99	ANDREA SINDT
01/07/2012	01/09/2012	INT'L CODE COUNCIL	\$420.00	ANDREA SINDT
01/07/2012	01/09/2012	INT'L CODE COUNCIL	\$140.00	ANDREA SINDT
01/07/2012	01/09/2012	INT'L CODE COUNCIL	\$280.00	ANDREA SINDT
01/07/2012	01/09/2012	INT'L CODE COUNCIL	\$532.00	ANDREA SINDT
01/10/2012	01/11/2012	WALGREENS #01751	\$12.84	PAUL THIENES
01/04/2012	01/06/2012	FBI NATIONAL ACADEMY ASSO	\$75.00	DAVID THOMALLA
01/04/2012	01/06/2012	MINNESOTA CHIEFS OF POLIC	\$295.00	DAVID THOMALLA
01/06/2012	01/09/2012	BOY SCOUTS OF AMERICA	\$160.00	JOE TRAN
01/04/2012	01/06/2012	DEMCO INC	\$455.62	KAREN WACHAL
01/04/2012	01/06/2012	OFFICE MAX	\$11.78	KAREN WACHAL

\$56,058.39

Check Register
City of Maplewood

01/27/2012

Check	Date	Vendor	Description	Amount	
86318	01/20/2012	01345	RAMSEY COUNTY	PROJECT DOC RECORDING	125.00
86319	01/31/2012	00283	CENTURY COLLEGE	EMS TRAINING	1,200.00
86320	01/31/2012	00585	GOPHER STATE ONE-CALL	ANNUAL FEE FOR 2012	100.00
86321	01/31/2012	04206	H.A. KANTRUD	ATTORNEY SRVS FEES/RENT - FEB	15,150.00
86322	01/31/2012	02728	KIMLEY-HORN & ASSOCIATES INC	PROJ 11-14 PROF SRVS THRU 12/30	2,904.40
86323	01/31/2012	00985	METROPOLITAN COUNCIL	WASTEWATER - FEB	202,927.10
86324	01/31/2012	01409	S.E.H.	E METRO REG FIRE FACILITY ARCHITECT	42,559.04
	01/31/2012	01409	S.E.H.	PROJ 09-08 ENGINEERING SERVICES	37,878.48
	01/31/2012	01409	S.E.H.	POLICE SPACE STUDY	3,236.81
	01/31/2012	01409	S.E.H.	PROJ 11-22 ENGINEERING SERVICES	2,590.32
	01/31/2012	01409	S.E.H.	WETLAND MITIGATION MONITORING	1,590.11
	01/31/2012	01409	S.E.H.	PROJ 04-21 ENGINEERING SERVICES	1,267.82
	01/31/2012	01409	S.E.H.	PROJ 11-15 ENGINEERING SERVICES	1,047.37
	01/31/2012	01409	S.E.H.	ENGINEERING SERVICES	210.45
86325	01/31/2012	01798	YOCUM OIL CO.	UNLEADED GASOLINE - JAN	14,197.82
86326	01/27/2012	04428	HELLO BOOKING	SHOW PERFORMANCES MCC JAN 20/21	3,183.00
86327	01/27/2012	00983	METRO SALES INC	LEASE PMT 01/15/12 TO 02/15/12	1,137.15
	01/27/2012	00983	METRO SALES INC	TONER	41.35
86328	01/31/2012	03738	CHARLES E. BETHEL	ATTORNEY SRVS FEES/RENT - FEB	4,775.00
86329	01/31/2012	04981	BLUESTEM HERITAGE GROUP	CONSULTING SRVS - GLADSTONE	168.75
86330	01/31/2012	00211	BRAUN INTERTEC CORP.	PROJ 09-08 PROF SRVS THRU 1/6	84,316.56
	01/31/2012	00211	BRAUN INTERTEC CORP.	PROJ 04-21 PROF SRVS THRU 12/30	142.50
86331	01/31/2012	00272	NICHOLAS CARVER	REIMB FOR MILEAGE 1/19	25.53
86332	01/31/2012	00462	EMBEDDED SYSTEMS, INC.	REPAIR SIREN #10	150.00
86333	01/31/2012	00480	PAUL EVERSON	REIMB FOR TUITION	423.68
86334	01/31/2012	03580	LARRY FARR	REIMB FOR MILEAGE 1/1 - 12/31	374.08
	01/31/2012	03580	LARRY FARR	REIMB FOR MILEAGE & SUPPLIES	279.98
86335	01/31/2012	04982	HILDI, INC.	OPEB VALUATION	3,300.00
86336	01/31/2012	00857	LEAGUE OF MINNESOTA CITIES	LEGAL SRVS - WIPERS LITIGATION	43,630.98
86337	01/31/2012	00932	MAPLEWOOD BAKERY	FOOD TOWN HALL/DISPATCHERS	20.05
86338	01/31/2012	01079	MN CHIEFS OF POLICE ASSN	REGISTRATION FEES	665.00
86339	01/31/2012	04849	RICHARD NIELSEN	TEXAS HOLD'EM INSTRUCTOR - JAN	108.00
86340	01/31/2012	01175	CITY OF NORTH ST PAUL	MONTHLY UTILITIES - JAN	3,244.79
	01/31/2012	01175	CITY OF NORTH ST PAUL	FIBER OPTIC ACCESS CHARGES - JAN	1,000.00
86341	01/31/2012	00001	ONE TIME VENDOR	REIMB D MILLIGAN CASH RECOVERED	7,702.00
86342	01/31/2012	00001	ONE TIME VENDOR	N ADELIS WAS A VICTIM OF FTCF	289.00
86343	01/31/2012	00001	ONE TIME VENDOR	REFUND J MCNEAL CANCELLED RENTAL	250.00
86344	01/31/2012	00001	ONE TIME VENDOR	A STEVENS SUSPECT OF FTCF	249.00
86345	01/31/2012	00001	ONE TIME VENDOR	REIMB J DEILKE MEMBERSHIP	60.70
86346	01/31/2012	00001	ONE TIME VENDOR	REFUND T DOOLEY CLASS DIDN'T RUN	60.00
86347	01/31/2012	00001	ONE TIME VENDOR	REFUND T ABEBE HP BENEFIT	40.00
86348	01/31/2012	00001	ONE TIME VENDOR	REFUND K LIBBY DUP PET LICENSE	38.00
86349	01/31/2012	00001	ONE TIME VENDOR	REFUND A SADOFF PROG CANCELLED	8.00
86350	01/31/2012	04581	ORION SYSTEMS/NETWORKS	SUBSCRIPTION FOR LETS - JAN	150.00
86351	01/31/2012	04841	ALI OZYIGIT	SPORTS CLINIC INSTRUCTION	324.00
86352	01/31/2012	04980	PASSIONATE PORTRAITS	SITTING FEE - PROFESSIONAL PORTRAITS	25.00
86353	01/31/2012	04964	POINTS TO HEALTH LLC	ACUPUNCTURIST DEC-JAN	135.00
86354	01/31/2012	00396	DEPT OF PUBLIC SAFETY	SRVS (CJDN) PROVIDED TO PD-4TH QTR	1,920.00
86355	01/31/2012	03897	RAMSEY CO LEAGUE OF LOCAL GOV	MEMBERSHIP DUES	1,000.00
86356	01/31/2012	02001	CITY OF ROSEVILLE	MONTHLY JOINT POWERS SRVS - JAN	666.66
86357	01/31/2012	01387	DR. JAMES ROSSINI	ADMIN FEE FOR STRESS TEST - JAN	100.00
86358	01/31/2012	03879	SANSIO	EMS FEES - FEB	577.08
86359	01/31/2012	04778	DANIEL WILLIAM SCHLUETER	SOUND CONTRACTING SRVS-12/31, 1/1	100.00

86359	01/31/2012	04778	DANIEL WILLIAM SCHLUETER	SOUND CONTRACTING SRVS 1/4, 1/5	100.00
	01/31/2012	04778	DANIEL WILLIAM SCHLUETER	SOUND CONTRACTING SRVS 1/11,1/12	100.00
86360	01/31/2012	01430	SCHROEDER MILK COMPANY, INC.	TIF PAYMENT TO DEVELOPER	36,069.91
86361	01/31/2012	01489	SPARTAN PROMOTIONAL GROUP INC.	CITY LAPEL PINS	1,666.71
86362	01/31/2012	01836	CITY OF ST PAUL	SRVS (RMS) PROVIDED TO PD - JAN	3,798.00
	01/31/2012	01836	CITY OF ST PAUL	CRIME LAB SERVICES - DEC	125.00
86363	01/31/2012	04983	STONE CONSTRUCTION INC.	ESCROW RELEASE 940 FROST	5,005.21
86364	01/31/2012	02705	DAVE SWAN	REIMB FOR LICENSE RENEWAL	100.00
86365	01/31/2012	01578	T R F SUPPLY CO.	SAFETY GLOVES /EQUIP	671.18
	01/31/2012	01578	T R F SUPPLY CO.	SAFETY GLOVES/EQUIP	76.69
86366	01/31/2012	00449	TYLER TECHNOLOGIES INC	EDEN SYS SUPPORT CONTRACT 2012	56,376.81
					591,755.07

49 Checks in this report.

CITY OF MAPLEWOOD
Disbursements via Debits to Checking account

Transmitted Settlement				
<u>Date</u>	<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
1/19/2012	1/23/2012	U.S. Treasurer	Federal Payroll Tax	116,646.00
1/19/2012	1/23/2012	P.E.R.A.	P.E.R.A.	88,590.96
1/19/2012	1/23/2012	ICMA (Vantagepointe)	Retiree Health Savings	26,377.10
1/20/2012	1/23/2012	MN State Treasurer	Drivers License/Deputy Registrar	28,517.75
1/20/2012	1/23/2012	MN Dept of Natural Resources	DNR electronic licenses	1,076.50
1/19/2012	1/24/2012	MidAmerica - ING	HRA Flex plan	14,302.38
1/19/2012	1/24/2012	Labor Unions	Union Dues	3,533.61
1/23/2012	1/24/2012	MN State Treasurer	Drivers License/Deputy Registrar	15,540.06
1/23/2012	1/24/2012	Pitney Bowes	Postage	2,985.00
1/19/2012	1/25/2012	MN State Treasurer	State Payroll Tax	24,928.29
1/24/2012	1/25/2012	MN State Treasurer	Drivers License/Deputy Registrar	28,657.91
1/25/2012	1/26/2012	MN State Treasurer	Drivers License/Deputy Registrar	32,155.11
1/19/2012	1/27/2012	Optum Health	DCRP & Flex plan payments	1,588.45
1/26/2012	1/27/2012	MN State Treasurer	Drivers License/Deputy Registrar	27,059.99
1/26/2012	1/27/2012	MN Dept of Natural Resources	DNR electronic licenses	565.00
TOTAL				<u><u>412,524.11</u></u>

Check Register
City of Maplewood

02/03/2012

Check	Date	Vendor	Description	Amount	
86367	01/30/2012	04937	RICHARD DUNKIRK	PERFORMANCES MCC JAN 27	4,685.00
86368	02/02/2012	02464	US BANK	FUNDS FOR ATMS	10,000.00
86369	02/07/2012	04137	THE EDGE MARTIAL ARTS	KARATE INSTRUCTION - DEC	547.50
	02/07/2012	04137	THE EDGE MARTIAL ARTS	KARATE INSTRUCTION - JAN	517.50
86370	02/07/2012	00687	HUGO'S TREE CARE INC	TRIM BROKEN LIMBS/REMOVE ELM	841.64
86371	02/07/2012	02728	KIMLEY-HORN & ASSOCIATES INC	PROJ 08-13 PROF SRVS THRU 12/30	5,162.50
86372	02/07/2012	01337	RAMSEY COUNTY-PROP REC & REV	TRUTH IN TAXATION NOTICE 2011	2,780.12
86373	02/07/2012	01463	SISTER ROSALIND GEFRE	MCC MASSAGES JAN 1-15	1,386.00
	02/07/2012	01463	SISTER ROSALIND GEFRE	MCC MASSAGES DEC 16-31	814.00
86374	02/07/2012	01190	XCEL ENERGY	ELECTRIC & GAS UTILITY	16,942.87
	02/07/2012	01190	XCEL ENERGY	GAS UTILITY	5,017.16
	02/07/2012	01190	XCEL ENERGY	ELECTRIC UTILITY	3,744.72
	02/07/2012	01190	XCEL ENERGY	GAS UTILITY	3,696.86
	02/07/2012	01190	XCEL ENERGY	ELECTRIC UTILITY	3,304.16
86375	02/07/2012	00111	ANIMAL CONTROL SERVICES	ANIMAL CONTROL FEES 1/9 - 1/29	1,848.00
86376	02/07/2012	04848	AVESIS	MONTHLY PREMIUM - FEB	167.84
86377	02/07/2012	04471	B&B AVIATION INC.	BUDDY HOLLY SHOW MCC JAN 20	300.00
86378	02/07/2012	02624	CARGILL INCORPORATED	TREATED ROAD SALT~	10,432.61
	02/07/2012	02624	CARGILL INCORPORATED	TREATED ROAD SALT~	5,612.97
86379	02/07/2012	02929	CNAGLAC	LTC MONTHLY PREMIUM - FEB	440.60
86380	02/07/2012	04066	CONNECT ELECTRIC	MCC COURT AREA LIGHTING STIMULUS	6,235.00
	02/07/2012	04066	CONNECT ELECTRIC	MCC COURT AREA LIGHTING STIMULUS	650.00
86381	02/07/2012	03516	ANTHONY GABRIEL	REIMB FOR K-9 BOARDING	581.80
86382	02/07/2012	00644	HEALTHPARTNERS	MONTHLY PREMIUM - FEB	11,746.10
86383	02/07/2012	04944	HILLCREST VENTURES LLC	SUBWAY CATERING ORDERS - NOV	1,507.69
	02/07/2012	04944	HILLCREST VENTURES LLC	SUBWAY CATERING ORDERS - DEC	872.10
86384	02/07/2012	02506	HUNT ELECTRIC CORP	ELECTRICAL WORK LIFT STATION #10	414.00
86385	02/07/2012	03808	ALAN H. KANTRUD	REIMB FOR JUDGMENT PAID	5,273.00
86386	02/07/2012	03218	KLINE NISSAN	REFUND 2012 OVERPMT CVR TRANSFER	2,847.00
	02/07/2012	03218	KLINE NISSAN	REFUND 2011 OVERPMT CVR TRANSFER	2,079.53
86387	02/07/2012	00855	LAW ENFORCEMENT TARGETS, INC.	POLICE DEPT TARGETS	43.82
86388	02/07/2012	00891	M A M A	ANNUAL DUES	45.00
	02/07/2012	00891	M A M A	MEETING FEE - JAN	20.00
86389	02/07/2012	00935	MAPLEWOOD FIRE FIGHTERS RELIEF	2010 CITY CONTRIBUTION	1,028.00
86390	02/07/2012	00942	MARSDEN BLDG MAINTENANCE CO	SEWER BACK-UP CLEAN UP	128.25
86391	02/07/2012	03818	MEDICA	MONTHLY PREMIUM - JAN & FEB	303,016.96
86392	02/07/2012	00977	METRO ATHLETIC SUPPLY	SOFTBALLS FOR ADULT SOFTBALL	6,839.04
86393	02/07/2012	04193	MIDAMERICA AUCTIONS	FORFEITED VEHICLE STORAGE - JAN	2,250.00
86394	02/07/2012	01085	MN LIFE INSURANCE	MONTHLY PREMIUM - FEB	2,721.75
86395	02/07/2012	01126	MN NCPERS LIFE INSURANCE	MONTHLY PREMIUM - FEB	496.00
86396	02/07/2012	02909	NORTH AMERICAN SALT CO	ROAD SALT~	7,868.46
86397	02/07/2012	00001	ONE TIME VENDOR	REFUND C DIXON UCARE/MEMBERSHIP	207.09
86398	02/07/2012	00001	ONE TIME VENDOR	REFUND PETERSON BCBS BENEFIT	120.00
86399	02/07/2012	00001	ONE TIME VENDOR	REFUND PEREZ CR ON RENEWAL	80.00
86400	02/07/2012	00001	ONE TIME VENDOR	REFUND L HORAN RATE CORRECTION	77.13
86401	02/07/2012	00001	ONE TIME VENDOR	REFUND S WEGLEITNER MEMBERSHIP	64.32
86402	02/07/2012	00001	ONE TIME VENDOR	REFUND C REYES B-DAY PARTIES	42.85
86403	02/07/2012	00001	ONE TIME VENDOR	REFUND S MERRY BCBS BENEFIT	40.00
86404	02/07/2012	00001	ONE TIME VENDOR	REFUND A WULFF HP BENEFIT	40.00
86405	02/07/2012	00001	ONE TIME VENDOR	REFUND E BRUNS UCARE BENEFIT	30.00
86406	02/07/2012	00001	ONE TIME VENDOR	REFUND CLAYPOOL UCARE BENEFIT	30.00
86407	02/07/2012	00001	ONE TIME VENDOR	REFUND FALVEY UCARE BENEFIT	30.00
86408	02/07/2012	00001	ONE TIME VENDOR	REFUND E GROEBE UNCARE BENEFIT	30.00
86409	02/07/2012	00001	ONE TIME VENDOR	REFUND M BESTLAND MEDICA BENEFIT	20.00
86410	02/07/2012	00001	ONE TIME VENDOR	REFUND HAAK BCBS BENEFIT	20.00

86411	02/07/2012	00001	ONE TIME VENDOR	REFUND D HOLUPCHINSKI HP BENEFIT	20.00
86412	02/07/2012	00001	ONE TIME VENDOR	REFUND E PERKINS BCBS BENEFIT	20.00
86413	02/07/2012	00001	ONE TIME VENDOR	REFUND C STEINMAN BCBS BENEFIT	20.00
86414	02/07/2012	00001	ONE TIME VENDOR	REFUND M TRITCHLER HP BENEFIT	20.00
86415	02/07/2012	00001	ONE TIME VENDOR	REFUND C ROHRBACH MEMBERSHIP	14.99
86416	02/07/2012	00001	ONE TIME VENDOR	REFUND L NOVAK RATE CORRECTION	10.00
86417	02/07/2012	03151	PETTY CASH	REPLENISH PETTY CASH	78.26
86418	02/07/2012	00396	DEPT OF PUBLIC SAFETY	TRAINING 11/01/11	45.00
86419	02/07/2012	00396	DEPT OF PUBLIC SAFETY	2011 HAZARDOUS MATERIAL STORAGE	25.00
86420	02/07/2012	02008	RAMSEY COUNTY PUBLIC WORKS	TRAFFIC SIGNAL MAINTENANCE	343.07
	02/07/2012	02008	RAMSEY COUNTY PUBLIC WORKS	TRAFFIC SIGNAL MAINTENANCE	179.73
	02/07/2012	02008	RAMSEY COUNTY PUBLIC WORKS	TRAFFIC SIGNAL MAINTENANCE	156.62
86421	02/07/2012	04787	RICHARD ALAN PRODUCTIONS	FINAL PMT TEDDY BEAR BAND JAN 28	300.00
86422	02/07/2012	04578	S & S TREE SPECIALISTS	BOULEVARD TREE INVENTORY FINAL PMT	2,000.00
86423	02/07/2012	01418	SAM'S CLUB DIRECT	MDSE FOR RESALE - CONCESSIONS	232.56
	02/07/2012	01418	SAM'S CLUB DIRECT	FOOD/SUPPLIES FOR COUNCIL	152.08
	02/07/2012	01418	SAM'S CLUB DIRECT	MCC KLEENEX	12.98
86424	02/07/2012	03616	SIBLEY COVE, LTD PARTNERSHIP	TIF PAYMENT TO DEVELOPER	35,709.82
86425	02/07/2012	04048	ST. CROIX TREE SERVICE	REMOVAL OF TREES WITH OAK WILT	3,355.88
86426	02/07/2012	01550	SUMMIT INSPECTIONS	ELECTRICAL INSPECTION - JAN	4,429.10
86427	02/07/2012	00529	UNION SECURITY INSURANCE CO	LTD PLAN 4043120-2 - FEB	4,347.82
	02/07/2012	00529	UNION SECURITY INSURANCE CO	STD PLAN 4043120-1 - FEB	2,230.90
86428	02/07/2012	02464	US BANK	REPLENISH SPECIAL ENF (BUY FUND)	65.00
86429	02/07/2012	02350	VASKO ROLL-OFF SERVICE	30YD DUMPSTER FOR YARD CLEAN UP	440.00

63 Checks in this report.

489,945.75

CITY OF MAPLEWOOD
Disbursements via Debits to Checking account

Transmitted	Settlement				
<u>Date</u>	<u>Date</u>	<u>Payee</u>	<u>Description</u>		<u>Amount</u>
1/27/2012	1/30/2012	MN State Treasurer	Drivers License/Deputy Registrar		16,571.90
1/30/2012	1/31/2012	MN State Treasurer	Drivers License/Deputy Registrar		27,851.78
1/31/2012	1/31/2012	US Bank	Bank fees		377.66
1/27/2012	2/1/2012	US Bank VISA One Card*	Purchasing card items		553.92
1/31/2012	2/1/2012	MN State Treasurer	Drivers License/Deputy Registrar		36,258.01
1/31/2012	2/1/2012	US Bank Merchant Services	Credit Card Billing fee		3,300.35
2/1/2012	2/1/2012	US Bank	Debt Service payments		5,222,749.20
2/1/2012	2/2/2012	MN State Treasurer	Drivers License/Deputy Registrar		32,690.60
2/1/2012	2/2/2012	ING - State Plan	Deferred Compensation		26,956.00
1/27/2012	2/3/2012	US Bank VISA One Card*	Purchasing card items		45,435.86
2/1/2012	2/3/2012	ICMA (Vantagepointe)	Deferred Compensation		4,268.15
2/2/2012	2/3/2012	MN State Treasurer	Drivers License/Deputy Registrar		35,851.48
2/2/2012	2/3/2012	MN Dept of Natural Resources	DNR electronic licenses		1,002.50
TOTAL					<u><u>5,453,867.41</u></u>

*Detailed listing of VISA purchases is attached.

Transaction Date	Posting Date	Merchant Name	Transaction Amount	Name
01/16/2012	01/17/2012	BURLINGTON COA00001438	\$89.99	JOHN BOHL
01/16/2012	01/17/2012	KOHL'S #0052	\$180.16	JOHN BOHL
01/17/2012	01/19/2012	UNIFORMS UNLIMITED INC	\$283.77	PHENG HER
			\$553.92	

Transaction Date	Posting Date	Merchant Name	Transaction Amount	Name
01/12/2012	01/16/2012	LAKESHORE PLAYERS INC	\$19.00	MANDY ANZALDI
01/17/2012	01/18/2012	TARGET 00011858	\$16.39	MANDY ANZALDI
01/20/2012	01/23/2012	DOLRTREE 4713 00047134	\$21.53	MANDY ANZALDI
01/23/2012	01/25/2012	MINNESOTA GOVERNMENT F	\$60.00	GAYLE BAUMAN
01/23/2012	01/25/2012	MINNESOTA GOVERNMENT F	\$60.00	GAYLE BAUMAN
01/23/2012	01/25/2012	MINNESOTA GOVERNMENT F	\$60.00	GAYLE BAUMAN
01/17/2012	01/18/2012	TARGET 00006940	\$58.21	NEIL BRENEMAN
01/20/2012	01/23/2012	TARGET 00011858	\$22.66	NEIL BRENEMAN
01/19/2012	01/23/2012	OFFICE DEPOT #1090	\$79.79	SARAH BURLINGAME
01/21/2012	01/23/2012	CURTIS 1000 INC.	\$59.07	SARAH BURLINGAME
01/23/2012	01/25/2012	SUBWAY 00052159	\$58.76	SARAH BURLINGAME
01/13/2012	01/16/2012	THE HOME DEPOT 2801	\$255.65	SCOTT CHRISTENSON
01/25/2012	01/27/2012	RED WING SHOE STORE	\$131.74	SCOTT CHRISTENSON
01/26/2012	01/27/2012	CRESCENT ELECTRIC 024	\$41.85	SCOTT CHRISTENSON
01/19/2012	01/23/2012	OFFICE MAX	\$12.31	KERRY CROTTY
01/20/2012	01/23/2012	UNIFORMS UNLIMITED INC	\$66.94	KERRY CROTTY
01/16/2012	01/17/2012	ROCKLER WOODWORK 013	\$4.27	CHARLES DEAVER
01/20/2012	01/23/2012	THE HOME DEPOT 2810	\$11.75	CHARLES DEAVER
01/22/2012	01/24/2012	THE HOME DEPOT 2810	\$16.04	CHARLES DEAVER
01/20/2012	01/23/2012	U OF M PARKING AND TRANS	\$8.00	MICHAEL DUGAS
01/13/2012	01/16/2012	MENARDS 3059	(\$18.98)	DOUG EDGE
01/13/2012	01/16/2012	THE HOME DEPOT 2801	\$46.52	DOUG EDGE
01/13/2012	01/16/2012	MENARDS 3059	\$99.25	DOUG EDGE
01/20/2012	01/23/2012	THE HOME DEPOT 2801	\$86.61	DOUG EDGE
01/23/2012	01/24/2012	WALGREENS #3122	(\$134.99)	PAUL E EVERSON
01/23/2012	01/24/2012	WALGREENS #3122	\$149.99	PAUL E EVERSON
01/23/2012	01/24/2012	WALGREENS #3122	\$269.98	PAUL E EVERSON
01/13/2012	01/16/2012	NUCO2 01 OF 01	\$70.24	LARRY FARR
01/13/2012	01/16/2012	NUCO2 01 OF 01	\$109.71	LARRY FARR
01/17/2012	01/19/2012	CERTIFIED LABORATORIES	\$851.11	LARRY FARR
01/17/2012	01/19/2012	CONTINENTAL RESEARCH	\$1,206.73	LARRY FARR
01/20/2012	01/23/2012	BED BATH & BEYOND #482	\$252.64	LARRY FARR
01/20/2012	01/23/2012	BDI*BEARING DISTRIBUTR	\$87.34	LARRY FARR
01/20/2012	01/23/2012	ELECTRIC MOTOR REPAIR	\$2,084.49	LARRY FARR
01/21/2012	01/23/2012	CINTAS #470	\$95.98	LARRY FARR
01/21/2012	01/23/2012	CINTAS #470	\$44.11	LARRY FARR
01/21/2012	01/23/2012	CINTAS #470	\$84.96	LARRY FARR
01/23/2012	01/25/2012	BREDEMUS HARDWARE CO	\$1,234.38	LARRY FARR
01/24/2012	01/25/2012	OVERHEAD DOOR COMP	\$1,166.95	LARRY FARR
01/24/2012	01/25/2012	MUSKA ELECTRIC CO.	\$258.50	LARRY FARR
01/25/2012	01/26/2012	LABSAFE*1018434359	\$671.18	LARRY FARR
01/26/2012	01/27/2012	AQUA LOGICS INC	\$635.09	LARRY FARR
01/26/2012	01/27/2012	AQUA LOGICS INC	\$573.48	LARRY FARR
01/19/2012	01/20/2012	PAYPAL *IAPE	\$50.00	TIM FLOR
01/21/2012	01/23/2012	COMCAST CABLE COMM	\$54.00	MYCHAL FOWLDS
01/23/2012	01/25/2012	THE HOME DEPOT 2801	\$45.26	MYCHAL FOWLDS
01/24/2012	01/25/2012	BLK*BOX CORP	\$513.70	MYCHAL FOWLDS
01/26/2012	01/26/2012	HP DIRECT-PUBLICSECTOR	\$4,396.96	MYCHAL FOWLDS
01/21/2012	01/23/2012	UPS*1Z13T3310394120530	(\$0.39)	NICK FRANZEN
01/25/2012	01/26/2012	IDU*PUBLIC SECTOR	\$190.70	NICK FRANZEN
01/17/2012	01/19/2012	REI 42 ROSEVILLE	(\$214.14)	CAROLE GERNES
01/17/2012	01/19/2012	DALCO ENTERPRISES, INC	\$935.54	CLARENCE GERVAIS
01/18/2012	01/20/2012	THE HOME DEPOT 2801	\$19.07	CLARENCE GERVAIS
01/18/2012	01/25/2012	DALCO ENTERPRISES, INC	\$112.20	CLARENCE GERVAIS
01/12/2012	01/16/2012	OFFICE DEPOT #1090	\$6.07	JEAN GLASS
01/17/2012	01/19/2012	OFFICE DEPOT #1090	(\$15.38)	JEAN GLASS

01/23/2012	01/25/2012 OFFICE DEPOT #1090	\$105.88	JEAN GLASS
01/13/2012	01/16/2012 JOANN ETC #1902	\$236.77	JAN GREW HAYMAN
01/17/2012	01/19/2012 JOANN ETC #1902	(\$109.20)	JAN GREW HAYMAN
01/17/2012	01/19/2012 BLUE RIBBON BAIT & TACKLE	\$9.61	JAN GREW HAYMAN
01/17/2012	01/19/2012 JOANN ETC #1902	\$3.19	JAN GREW HAYMAN
01/24/2012	01/25/2012 FOSSIL INDUSTRIES, INC.	\$486.00	JAN GREW HAYMAN
01/23/2012	01/25/2012 AMTRAK .COM 0231004550621	\$900.80	KAREN GUILFOILE
01/20/2012	01/23/2012 MN NURSERY & LANDSCAPE	\$125.00	GARY HINNENKAMP
01/26/2012	01/27/2012 FRATTALLONES WOODBURY AC	\$77.07	GARY HINNENKAMP
01/18/2012	01/23/2012 POOLTOY COM	\$204.52	RON HORWATH
01/25/2012	01/26/2012 PRICE CHOPPER, INC	\$762.50	RON HORWATH
01/14/2012	01/16/2012 MICHAELS #2744	\$125.20	ANN HUTCHINSON
01/22/2012	01/23/2012 CUB FOODS, INC.	\$41.34	ANN HUTCHINSON
01/22/2012	01/24/2012 MICHAELS #2744	(\$13.92)	ANN HUTCHINSON
01/22/2012	01/24/2012 MICHAELS #2744	\$10.69	ANN HUTCHINSON
01/24/2012	01/26/2012 JOANN ETC #1970	\$22.34	ANN HUTCHINSON
01/25/2012	01/27/2012 GTC UNITED WAY	\$120.00	MARY JACKSON
01/13/2012	01/17/2012 DALCO ENTERPRISES, INC	\$895.37	DAVID JAHN
01/19/2012	01/23/2012 NORTHERN TOOL EQUIP-MN	\$26.77	TOM KALKA
01/26/2012	01/27/2012 CUB FOODS, INC.	\$2.35	TOM KALKA
01/18/2012	01/19/2012 TOSHIBA BUSINESS SOLUTION	\$443.55	DUWAYNE KONEWKO
01/12/2012	01/16/2012 HP HOME STORE	\$658.74	JASON KREGER
01/13/2012	01/16/2012 HP SERVICES	\$165.34	JASON KREGER
01/17/2012	01/18/2012 ABSELCOM, INC.	\$98.96	JASON KREGER
01/19/2012	01/20/2012 CDW GOVERNMENT	\$983.12	JASON KREGER
01/24/2012	01/25/2012 AMAZON MKTPLACE PMTS	\$197.36	JASON KREGER
01/24/2012	01/25/2012 AMAZON MKTPLACE PMTS	\$58.72	JASON KREGER
01/25/2012	01/27/2012 HEADSETS DIRECT, INC.	\$55.80	JASON KREGER
01/18/2012	01/19/2012 HENRIKSEN ACE HARDWARE	\$6.40	NICHOLAS KREKELER
01/20/2012	01/23/2012 VALLEY TROPHY	\$49.50	NICHOLAS KREKELER
01/23/2012	01/25/2012 UNIFORMS UNLIMITED INC	\$31.00	NICHOLAS KREKELER
01/24/2012	01/25/2012 PARTY CITY #768	\$44.93	NICHOLAS KREKELER
01/19/2012	01/19/2012 COMCAST CABLE COMM	\$59.95	DAVID KVAM
01/20/2012	01/23/2012 THE GRAFIX SHOPPE	\$149.63	DAVID KVAM
01/24/2012	01/25/2012 DON'S PAINT & COLLISION	\$460.00	DAVID KVAM
01/24/2012	01/25/2012 GOODYEAR AUTO SRV CT 6920	\$106.24	DAVID KVAM
01/12/2012	01/16/2012 ASPEN MILLS INC.	\$216.80	STEVE LUKIN
01/18/2012	01/19/2012 OVERHEAD DOOR COMP	\$694.42	STEVE LUKIN
01/19/2012	01/20/2012 EMERGENCY APPARATUS MAINT	\$468.28	STEVE LUKIN
01/23/2012	01/25/2012 AIRGAS NORTH CENTRAL	\$204.53	STEVE LUKIN
01/23/2012	01/25/2012 AIRGAS NORTH CENTRAL	\$252.60	STEVE LUKIN
01/24/2012	01/25/2012 GAL*GALLS INC	\$42.84	STEVE LUKIN
01/24/2012	01/25/2012 MENARDS 3059	\$14.98	STEVE LUKIN
01/25/2012	01/26/2012 OVERHEAD DOOR COMP	\$1,166.95	STEVE LUKIN
01/26/2012	01/27/2012 OVERHEAD DOOR COMP	(\$1,166.95)	STEVE LUKIN
01/26/2012	01/27/2012 OVERHEAD DOOR COMP	\$988.15	STEVE LUKIN
01/12/2012	01/16/2012 CHANNING BETE CO AHA	\$533.21	MICHAEL MONDOR
01/17/2012	01/19/2012 BOUND TREE MEDICAL LLC	\$330.22	MICHAEL MONDOR
01/17/2012	01/23/2012 BOUND TREE MEDICAL LLC	\$1,130.50	MICHAEL MONDOR
01/20/2012	01/23/2012 U OF M PARKING AND TRANS	\$8.00	MICHAEL MONDOR
01/23/2012	01/26/2012 BOUND TREE MEDICAL LLC	\$1,147.80	MICHAEL MONDOR
01/24/2012	01/26/2012 BOUND TREE MEDICAL LLC	\$70.38	MICHAEL MONDOR
01/24/2012	01/26/2012 BOUND TREE MEDICAL LLC	\$212.46	MICHAEL MONDOR
01/13/2012	01/16/2012 CERTIFIED LABORATORIES	\$197.56	BRYAN NAGEL
01/24/2012	01/25/2012 HOULE FARM GARDEN AND PET	\$31.50	JOHN NAUGHTON
01/13/2012	01/16/2012 PAKOR INC	\$238.58	SHELLY NEPHEW
01/16/2012	01/18/2012 OFFICE DEPOT #1080	\$23.63	SHELLY NEPHEW
01/16/2012	01/18/2012 OFFICE DEPOT #1170	\$51.21	SHELLY NEPHEW

01/16/2012	01/18/2012	OFFICE DEPOT #1090	\$128.76	SHELLY NEPHEW
01/18/2012	01/20/2012	PAPER PLUS-ROS00108803	\$293.55	SHELLY NEPHEW
01/18/2012	01/20/2012	PAPER PLUS-ROS00108803	\$712.00	SHELLY NEPHEW
01/18/2012	01/20/2012	PAPER PLUS-ROS00108803	\$482.07	SHELLY NEPHEW
01/20/2012	01/23/2012	OFFICE DEPOT #1090	\$55.23	SHELLY NEPHEW
01/18/2012	01/19/2012	G&K SERVICES 182	\$233.40	AMY NIVEN
01/17/2012	01/18/2012	BATTERIES PLUS #31	\$60.16	ERICK OSWALD
01/17/2012	01/19/2012	THE HOME DEPOT 2801	\$25.58	ERICK OSWALD
01/24/2012	01/26/2012	TRI-STATE BOBCAT INC.	\$170.72	ERICK OSWALD
01/19/2012	01/23/2012	OFFICE DEPOT #1090	\$150.08	MARY KAY PALANK
01/19/2012	01/23/2012	OFFICE DEPOT #1105	\$9.19	MARY KAY PALANK
01/23/2012	01/25/2012	OFFICE DEPOT #1090	\$58.60	MARY KAY PALANK
01/13/2012	01/16/2012	TARGET 00009316	\$39.41	CHRISTINE PENN
01/17/2012	01/18/2012	CITY PAGES	\$700.00	CHRISTINE PENN
01/19/2012	01/23/2012	BROADWAY RENTAL	\$855.50	CHRISTINE PENN
01/20/2012	01/24/2012	FINDTAPE COM	\$122.51	CHRISTINE PENN
01/17/2012	01/19/2012	DANNER WEB	\$321.00	ROBERT PETERSON
01/22/2012	01/23/2012	OREILLY AUTO 00020743	\$25.65	ROBERT PETERSON
01/19/2012	01/20/2012	BEST BUY MHT 00000109	\$64.25	PHILIP F POWELL
01/23/2012	01/25/2012	HP HOME STORE	\$80.12	PHILIP F POWELL
01/25/2012	01/25/2012	PAYPAL *MEDTECH FOR	\$301.95	PHILIP F POWELL
01/26/2012	01/26/2012	AMAZON.COM	\$25.63	PHILIP F POWELL
01/12/2012	01/16/2012	TRI-STATE BOBCAT INC.	\$112.24	STEVEN PRIEM
01/13/2012	01/16/2012	POMPS TIRE SERVICE, INC	\$834.10	STEVEN PRIEM
01/13/2012	01/16/2012	AUTO PLUS NO ST PAUL	\$328.21	STEVEN PRIEM
01/13/2012	01/16/2012	DELEGARD TOOL COMPANY	\$622.81	STEVEN PRIEM
01/13/2012	01/16/2012	OREILLY AUTO 00020743	\$67.61	STEVEN PRIEM
01/13/2012	01/16/2012	FORCE AMERICA DISTRIB LLC	\$33.79	STEVEN PRIEM
01/16/2012	01/18/2012	CERTIFIED LABORATORIES	\$35.32	STEVEN PRIEM
01/17/2012	01/18/2012	FACTORY MTR PTS #1	\$164.93	STEVEN PRIEM
01/17/2012	01/18/2012	BAUER BUILT TIRE 18	\$608.73	STEVEN PRIEM
01/18/2012	01/19/2012	AUTO PLUS NO ST PAUL	\$54.93	STEVEN PRIEM
01/18/2012	01/19/2012	FORCE AMERICA DISTRIB LLC	\$20.03	STEVEN PRIEM
01/18/2012	01/20/2012	VERMEER PACIFIC	\$1,245.16	STEVEN PRIEM
01/19/2012	01/20/2012	AUTO PLUS NO ST PAUL	\$79.14	STEVEN PRIEM
01/19/2012	01/20/2012	AUTO PLUS NO ST PAUL	\$5.34	STEVEN PRIEM
01/23/2012	01/24/2012	AUTO PLUS NO ST PAUL	\$15.97	STEVEN PRIEM
01/24/2012	01/25/2012	ZARNOTH BRUSH WORKS INC	\$582.36	STEVEN PRIEM
01/24/2012	01/25/2012	POLAR CHEVROLET MAZDA PAR	\$23.07	STEVEN PRIEM
01/24/2012	01/27/2012	COMO LUBE & SUPPLIES	\$130.53	STEVEN PRIEM
01/25/2012	01/26/2012	AUTO PLUS NO ST PAUL	\$39.90	STEVEN PRIEM
01/12/2012	01/17/2012	DALCO ENTERPRISES, INC	\$296.38	MICHAEL REILLY
01/23/2012	01/25/2012	DALCO ENTERPRISES, INC	\$609.40	MICHAEL REILLY
01/25/2012	01/26/2012	HILLYARD INC MINNEAPOLIS	\$1,326.32	MICHAEL REILLY
01/25/2012	01/26/2012	POLAR ELECTRO	\$370.00	LORI RESENDIZ
01/25/2012	01/26/2012	POLAR ELECTRO	\$7.53	LORI RESENDIZ
01/26/2012	01/27/2012	POLAR ELECTRO	\$104.07	LORI RESENDIZ
01/26/2012	01/27/2012	POLAR ELECTRO	\$8.15	LORI RESENDIZ
01/16/2012	01/17/2012	WALGREENS #13685	\$9.99	AUDRA ROBBINS
01/17/2012	01/18/2012	TARGET 00011858	\$127.48	AUDRA ROBBINS
01/23/2012	01/25/2012	ORIENTAL TRADING CO	\$59.50	AUDRA ROBBINS
01/26/2012	01/27/2012	TARGET 00011858	\$48.23	AUDRA ROBBINS
01/12/2012	01/16/2012	MN NURSERY & LANDSCAPE	\$45.00	ROBERT RUNNING
01/19/2012	01/20/2012	UNITED RENTALS	\$255.38	ROBERT RUNNING
01/19/2012	01/23/2012	TRI-STATE BOBCAT INC.	\$85.36	ROBERT RUNNING
01/20/2012	01/23/2012	THE HOME DEPOT #4935	\$161.48	ROBERT RUNNING
01/12/2012	01/16/2012	MN NURSERY & LANDSCAPE	\$20.00	SCOTT SCHULTZ
01/18/2012	01/20/2012	ON SITE SANITATION INC	\$3.59	SCOTT SCHULTZ

01/19/2012	01/23/2012 SPRINT STORE #226	\$42.84	SCOTT SCHULTZ
01/24/2012	01/26/2012 THE HOME DEPOT 2801	\$28.88	SCOTT SCHULTZ
01/26/2012	01/27/2012 TARGET 00011858	\$62.72	CAITLIN SHERRILL
01/26/2012	01/27/2012 CUB FOODS, INC.	\$44.56	CAITLIN SHERRILL
01/26/2012	01/27/2012 FULFILLMT7126239369	\$213.73	CAITLIN SHERRILL
01/26/2012	01/27/2012 PARTY CITY #768	\$41.68	CAITLIN SHERRILL
01/18/2012	01/20/2012 FBI NATIONAL ACADEMY ASSO	\$75.00	MICHAEL SHORTREED
01/24/2012	01/25/2012 WWW.DIGITAL-DETECTIVE.	\$113.66	MICHAEL SHORTREED
01/26/2012	01/26/2012 APL*APPLE ONLINE STORE	\$32.13	MICHAEL SHORTREED
01/12/2012	01/16/2012 ST PAUL STAMP WORKS INC	\$42.27	JOANNE SVENDSEN
01/24/2012	01/26/2012 MINNESOTA CHIEFS OF POLIC	(\$295.00)	DAVID THOMALLA
01/26/2012	01/26/2012 TEXAS ROADHOUSE 2374	\$22.01	JOE TRAN
01/13/2012	01/16/2012 KNOWLAN'S MARKET #2	\$12.00	KAREN WACHAL

\$45,435.86

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>
	01/20/12	CARDINAL, ROBERT	435.16
	01/20/12	JUENEMANN, KATHLEEN	435.16
	01/20/12	KOPPEN, MARVIN	435.16
	01/20/12	LLANAS, JAMES	435.16
	01/20/12	ROSSBACH, WILLIAM	494.44
	01/20/12	VALLE, EDWARD	52.50
	01/20/12	AHL, R. CHARLES	9,275.76
	01/20/12	ANTONEN, JAMES	6,300.00
	01/20/12	BURLINGAME, SARAH	1,986.11
	01/20/12	KANTRUD, HUGH	184.62
	01/20/12	CHRISTENSON, SCOTT	2,193.75
	01/20/12	FARR, LARRY	3,061.16
	01/20/12	JAHN, DAVID	2,954.32
	01/20/12	RAMEAUX, THERESE	7,180.54
	01/20/12	BAUMAN, GAYLE	4,820.76
	01/20/12	URBANSKI, HOLLY	275.00
	01/20/12	ANDERSON, CAROLE	2,397.19
	01/20/12	DEBILZAN, JUDY	1,283.07
	01/20/12	JACKSON, MARY	4,249.88
	01/20/12	KELSEY, CONNIE	5,588.06
	01/20/12	RUEB, JOSEPH	2,642.60
	01/20/12	ARNOLD, AJLA	1,550.89
	01/20/12	GUILFOILE, KAREN	5,014.68
	01/20/12	NEPHEW, MICHELLE	1,232.65
	01/20/12	SCHMIDT, DEBORAH	2,746.39
	01/20/12	SPANGLER, EDNA	606.71
	01/20/12	THOMFORDE, FAITH	684.00
	01/20/12	CORTESI, LUANNE	1,084.71
	01/20/12	LARSON, MICHELLE	910.55
	01/20/12	MECHELKE, SHERRIE	1,047.61
	01/20/12	MOY, PAMELA	1,511.21
	01/20/12	OSTER, ANDREA	3,741.17
	01/20/12	RICHTER, CHARLENE	1,017.77
	01/20/12	SCHOENECKER, LEIGH	1,569.35
	01/20/12	WEAVER, KRISTINE	2,310.95
	01/20/12	CORCORAN, THERESA	1,900.55
	01/20/12	KVAM, DAVID	4,209.55
	01/20/12	PALANK, MARY	1,957.33
	01/20/12	POWELL, PHILIP	2,932.46
	01/20/12	SVENDSEN, JOANNE	3,317.63
	01/20/12	THOMALLA, DAVID	11,606.34
	01/20/12	YOUNG, TAMELA	1,900.55
	01/20/12	ABEL, CLINT	3,050.81
	01/20/12	ALDRIDGE, MARK	3,487.97
	01/20/12	BAKKE, LONN	2,977.90
	01/20/12	BARTZ, PAUL	3,602.41
	01/20/12	BELDE, STANLEY	2,986.25
	01/20/12	BENJAMIN, MARKESE	2,819.55
	01/20/12	BIERDEMAN, BRIAN	3,839.72
	01/20/12	BOHL, JOHN	6,387.57
	01/20/12	BUSACK, DANIEL	3,461.21
	01/20/12	COFFEY, KEVIN	3,573.30
	01/20/12	CROTTY, KERRY	3,611.20
	01/20/12	DEMULLING, JOSEPH	2,910.73

01/20/12	DOBLAR, RICHARD	3,925.54
01/20/12	DUGAS, MICHAEL	5,850.23
01/20/12	ERICKSON, VIRGINIA	3,151.33
01/20/12	FLOR, TIMOTHY	2,929.69
01/20/12	FORSYTHE, MARCUS	2,032.62
01/20/12	FRASER, JOHN	3,264.05
01/20/12	FRITZE, DEREK	4,132.78
01/20/12	GABRIEL, ANTHONY	5,922.79
01/20/12	HAWKINSON JR, TIMOTHY	2,832.73
01/20/12	HER, PHENG	2,934.17
01/20/12	HIEBERT, STEVEN	6,216.51
01/20/12	JOHNSON, KEVIN	4,668.85
01/20/12	KALKA, THOMAS	1,811.88
01/20/12	KONG, TOMMY	2,878.21
01/20/12	KREKELER, NICHOLAS	850.80
01/20/12	KROLL, BRETT	3,117.35
01/20/12	LANGNER, SCOTT	2,878.21
01/20/12	LANGNER, TODD	2,980.04
01/20/12	LU, JOHNNIE	3,001.48
01/20/12	LYNCH, KATHERINE	2,186.00
01/20/12	MARINO, JASON	3,387.45
01/20/12	MARTIN, JERROLD	3,472.47
01/20/12	MCCARTY, GLEN	3,011.95
01/20/12	METRY, ALESIA	4,656.59
01/20/12	NYE, MICHAEL	3,272.79
01/20/12	OLSON, JULIE	2,977.90
01/20/12	PARKER, JAMES	2,182.72
01/20/12	REZNY, BRADLEY	3,741.23
01/20/12	RHUDE, MATTHEW	3,383.51
01/20/12	SHORTREED, MICHAEL	8,406.70
01/20/12	STEINER, JOSEPH	3,972.40
01/20/12	SYPNIEWSKI, WILLIAM	3,040.63
01/20/12	SZCZEPANSKI, THOMAS	3,653.62
01/20/12	TAUZELL, BRIAN	2,453.48
01/20/12	THEISEN, PAUL	5,445.45
01/20/12	THIENES, PAUL	3,939.22
01/20/12	TRAN, JOSEPH	3,038.70
01/20/12	WENZEL, JAY	3,456.99
01/20/12	XIONG, KAO	2,891.66
01/20/12	ANDERSON, BRIAN	168.00
01/20/12	BAHL, DAVID	397.00
01/20/12	BASSETT, BRENT	150.00
01/20/12	BAUMAN, ANDREW	3,431.16
01/20/12	BECK, YANCEY	276.00
01/20/12	BOURQUIN, RON	440.00
01/20/12	BRADBURY, RYAN	48.00
01/20/12	BRESIN, ROBERT	336.00
01/20/12	CAPISTRANT, JACOB	528.00
01/20/12	CAPISTRANT, JOHN	537.00
01/20/12	CRAWFORD, RAYMOND	672.00
01/20/12	DAWSON, RICHARD	5,148.49
01/20/12	EATON, PAUL	153.50
01/20/12	EVERSON, PAUL	6,385.37
01/20/12	FOSSUM, ANDREW	2,888.76
01/20/12	HAGEN, MICHAEL	288.00
01/20/12	HALE, JOSEPH	385.00
01/20/12	HALWEG, JODI	3,736.73
01/20/12	HAWTHORNE, ROCHELLE	288.00
01/20/12	HENDRICKSON, NICHOLAS	2,969.35
01/20/12	HUTCHINSON, JAMES	245.00
01/20/12	IMM, TRACY	360.00
01/20/12	JANSEN, CHAD	300.00
01/20/12	JOHNSON, JAMES	922.00
01/20/12	JONES, JONATHAN	288.00

01/20/12	KANE, ROBERT	651.00
01/20/12	KARRAS, JAMIE	549.00
01/20/12	KERSKA, JOSEPH	324.00
01/20/12	KONDER, RONALD	312.00
01/20/12	KUBAT, ERIC	3,066.33
01/20/12	LINDER, TIMOTHY	2,970.69
01/20/12	LOCHEN, MICHAEL	304.00
01/20/12	MELLEN, CHRISTOPHER	312.00
01/20/12	MELLEN, RICHARD	216.00
01/20/12	MILLER, LADD	132.00
01/20/12	MILLER, NICHOLAS	12.00
01/20/12	MONDOR, MICHAEL	3,213.39
01/20/12	MONSON, PETER	288.00
01/20/12	MORGAN, JEFFERY	26.00
01/20/12	NIELSEN, KENNETH	204.00
01/20/12	NOVAK, JEROME	4,707.47
01/20/12	NOWICKI, PAUL	120.00
01/20/12	OLSON, JAMES	4,940.82
01/20/12	OPHEIM, JOHN	584.50
01/20/12	PACHECO, ALPHONSE	564.00
01/20/12	PETERSON, MARK	469.00
01/20/12	PETERSON, ROBERT	3,719.80
01/20/12	POWERS, KENNETH	660.00
01/20/12	RAINEY, JAMES	624.00
01/20/12	RANK, NATHAN	504.00
01/20/12	RANK, PAUL	144.00
01/20/12	RAVENWALD, CORINNE	204.00
01/20/12	REYNOSO, ANGEL	312.00
01/20/12	RICE, CHRISTOPHER	588.00
01/20/12	SCHULTZ, JEROME	72.00
01/20/12	SEDLACEK, JEFFREY	3,406.86
01/20/12	STREFF, MICHAEL	4,652.33
01/20/12	SVENDSEN, RONALD	3,560.80
01/20/12	WESSELS, TIMOTHY	672.00
01/20/12	WHITE, JOEL	636.00
01/20/12	GERVAIS-JR, CLARENCE	14,183.15
01/20/12	LUKIN, STEVEN	10,523.00
01/20/12	ZWIEG, SUSAN	13,623.42
01/20/12	KNUTSON, LOIS	2,054.95
01/20/12	NIVEN, AMY	1,425.42
01/20/12	BRINK, TROY	5,666.99
01/20/12	BUCKLEY, BRENT	2,286.43
01/20/12	DEBILZAN, THOMAS	2,591.31
01/20/12	EDGE, DOUGLAS	2,570.16
01/20/12	JONES, DONALD	4,071.95
01/20/12	MEISSNER, BRENT	2,353.93
01/20/12	NAGEL, BRYAN	7,472.08
01/20/12	OSWALD, ERICK	4,753.87
01/20/12	RUNNING, ROBERT	6,076.43
01/20/12	TEVLIN, TODD	4,591.75
01/20/12	BURLINGAME, NATHAN	2,292.40
01/20/12	DUCHARME, JOHN	2,740.37
01/20/12	ENGSTROM, ANDREW	2,555.78
01/20/12	JACOBSON, SCOTT	2,555.75
01/20/12	JAROSCH, JONATHAN	2,871.75
01/20/12	KUMMER, STEVEN	3,154.18
01/20/12	LINDBLOM, RANDAL	4,737.77
01/20/12	LOVE, STEVEN	3,314.15
01/20/12	THOMPSON, MICHAEL	4,058.96
01/20/12	ZIEMAN, SCOTT	134.90
01/20/12	JANASZAK, MEGHAN	1,497.35
01/20/12	KONEWKO, DUWAYNE	5,257.56
01/20/12	EDSON, DAVID	3,455.98
01/20/12	HAMRE, MILES	1,513.60

01/20/12	HINNENKAMP, GARY	2,615.35
01/20/12	NAUGHTON, JOHN	2,264.30
01/20/12	NORDQUIST, RICHARD	2,358.46
01/20/12	BIESANZ, OAKLEY	1,449.84
01/20/12	DEAVER, CHARLES	404.11
01/20/12	HAYMAN, JANET	1,734.25
01/20/12	HUTCHINSON, ANN	3,158.45
01/20/12	WACHAL, KAREN	1,006.34
01/20/12	GAYNOR, VIRGINIA	3,244.10
01/20/12	KROLL, LISA	1,900.55
01/20/12	SINDT, ANDREA	2,033.80
01/20/12	THOMPSON, DEBRA	829.76
01/20/12	EKSTRAND, THOMAS	4,494.89
01/20/12	FINWALL, SHANN	3,233.35
01/20/12	MARTIN, MICHAEL	2,709.35
01/20/12	BRASH, JASON	2,393.35
01/20/12	CARVER, NICHOLAS	3,867.77
01/20/12	FISHER, DAVID	7,459.06
01/20/12	SWAN, DAVID	2,766.15
01/20/12	WELLENS, MOLLY	1,611.23
01/20/12	ANDERSON, ABIGAIL	32.00
01/20/12	BERGER, STEPHANIE	446.50
01/20/12	BETHEL III, CHARLES	114.75
01/20/12	BJORK, BRANDON	239.25
01/20/12	BRENEMAN, NEIL	2,159.71
01/20/12	DRAKE, TAYLOR	32.00
01/20/12	FRANK, PETER	500.00
01/20/12	GERMAIN, BRADY	72.00
01/20/12	GORACKI, GERALD	74.25
01/20/12	HEITZ, ALEXANDRA	32.00
01/20/12	KHOURY, SARAH	546.00
01/20/12	KLEIN, AARON	72.00
01/20/12	KLEIN, TIM	115.00
01/20/12	KOHLMAN, JENNIFER	190.00
01/20/12	LUBKE, COLLEEN	27.00
01/20/12	ROBBINS, AUDRA	5,641.38
01/20/12	ROBBINS, CAMDEN	98.00
01/20/12	SCHALLER, SCOTT	147.81
01/20/12	SCHALLER, TYLER	57.38
01/20/12	SCHRANKLER, SAM	14.50
01/20/12	ST MARTIN, ANDREW	64.00
01/20/12	TAYLOR, JAMES	3,265.54
01/20/12	VUKICH, CANDACE	60.00
01/20/12	ADAMS, DAVID	1,514.25
01/20/12	GERMAIN, DAVID	2,161.88
01/20/12	HAAG, MARK	2,356.55
01/20/12	SCHULTZ, SCOTT	3,090.82
01/20/12	ANZALDI, MANDY	1,467.39
01/20/12	CRAWFORD - JR, RAYMOND	396.94
01/20/12	EVANS, CHRISTINE	1,466.30
01/20/12	GLASS, JEAN	2,125.10
01/20/12	HER, PETER	381.90
01/20/12	HOFMEISTER, MARY	1,035.87
01/20/12	HOFMEISTER, TIMOTHY	428.01
01/20/12	KULHANEK-DIONNE, ANN	304.50
01/20/12	PELOQUIN, PENNYE	481.77
01/20/12	PENN, CHRISTINE	2,332.74
01/20/12	SHERRILL, CAITLIN	628.99
01/20/12	VUE, LOR PAO	325.75
01/20/12	AICHELE, MEGAN	29.40
01/20/12	ANDERSON, ALYSSA	11.63
01/20/12	ANDERSON, JOSHUA	23.40
01/20/12	ANDERSON, MAXWELL	366.86
01/20/12	BAUDE, SARAH	93.25

01/20/12	BEITLER, JULIE	37.10
01/20/12	BIGGS, ANNETTE	58.86
01/20/12	BRUSOE, AMY	58.03
01/20/12	BRUSOE, CRISTINA	67.80
01/20/12	BUCKLEY, BRITTANY	305.80
01/20/12	BUTLER, ANGELA	85.00
01/20/12	CRANDALL, KRISTA	105.54
01/20/12	DEMPSEY, BETH	265.13
01/20/12	DIONNE, DANIELLE	109.70
01/20/12	DUNN, RYAN	954.79
01/20/12	EKSTRAND, DANIEL	84.18
01/20/12	ERICKSON-CLARK, CAROL	49.00
01/20/12	FIERRO WESTBERG, MELINDA	11.75
01/20/12	FLACKEY, MAUREEN	66.51
01/20/12	FLUEGEL, LARISSA	37.75
01/20/12	FONTAINE, KIM	710.82
01/20/12	FOX, KELLY	60.00
01/20/12	GIPPLE, TRISHA	108.71
01/20/12	GRAY, MEGAN	109.89
01/20/12	GRUENHAGEN, LINDA	281.40
01/20/12	HAGSTROM, EMILY	35.18
01/20/12	HANSEN, HANNAH	83.30
01/20/12	HEINRICH, SHEILA	614.00
01/20/12	HOLMBERG, LADONNA	592.00
01/20/12	HORWATH, RONALD	2,614.55
01/20/12	IVES, RANDY	90.00
01/20/12	JOHNSON, BARBARA	175.55
01/20/12	JOHNSON, JAMES	144.50
01/20/12	JOYER, ANTHONY	37.00
01/20/12	JOYER, JENNA	176.14
01/20/12	KOHLER, ROCHELLE	108.00
01/20/12	KOLLER, NINA	149.76
01/20/12	KRONHOLM, KATHRYN	1,045.12
01/20/12	LAMSON, ELIANA	54.00
01/20/12	MCCANN, NATALIE	112.00
01/20/12	MCCORMACK, MELISSA	33.08
01/20/12	NADEAU, KELLY	187.20
01/20/12	NADEAU, TAYLOR	18.25
01/20/12	NORTHOUSE, KATHERINE	48.82
01/20/12	POVLITZKI, MARINA	19.00
01/20/12	PROESCH, ANDY	624.03
01/20/12	RANEY, COURTNEY	385.00
01/20/12	RESENDIZ, LORI	2,357.36
01/20/12	RONNING, ISAIAH	60.80
01/20/12	SCHMIDT, EMILY	44.20
01/20/12	SCHREIER, ROSEMARIE	203.50
01/20/12	SCHREINER, MARK	20.08
01/20/12	SCHREINER, MICHELLE	148.94
01/20/12	SMITH, ANN	142.10
01/20/12	SMITH, CASEY	40.43
01/20/12	SMITLEY, SHARON	414.40
01/20/12	TAYLOR, JASON	26.33
01/20/12	THORWICK, MEGAN	36.75
01/20/12	TREPANIER, TODD	330.00
01/20/12	TRUE, ANDREW	47.58
01/20/12	TUPY, HEIDE	91.60
01/20/12	TUPY, MARCUS	308.75
01/20/12	WARNER, CAROLYN	369.60
01/20/12	WOLFGRAM, MARY	46.80
01/20/12	BOSLEY, CAROL	37.50
01/20/12	HITE, ANDREA	155.00
01/20/12	PENN, CAYLA	100.00
01/20/12	BORCHERT, JONATHAN	155.63
01/20/12	COLEMAN, PATRICK	255.63

	01/20/12	DOUGLASS, TOM	1,332.10
	01/20/12	JOHNSON, JUSTIN	85.00
	01/20/12	LONETTI, JAMES	430.00
	01/20/12	MALONEY, SHAUNA	157.50
	01/20/12	PRINS, KELLY	1,690.16
	01/20/12	REILLY, MICHAEL	2,401.55
	01/20/12	SCHULZE, KEVIN	430.00
	01/20/12	THOMPSON, BENJAMIN	273.00
	01/20/12	AICHELE, CRAIG	2,209.19
	01/20/12	PRIEM, STEVEN	2,415.66
	01/20/12	WOEHRLE, MATTHEW	2,200.55
	01/20/12	BERGO, CHAD	2,678.00
	01/20/12	FOWLDS, MYCHAL	3,662.68
	01/20/12	FRANZEN, NICHOLAS	4,971.42
	01/20/12	KREGER, JASON	2,087.20
9985698	01/20/12	ABRAHAMSON, AMANDA	50.00
9985699	01/20/12	AYD, GWEN	21.75
9985700	01/20/12	BONKO, JACK	21.75
9985701	01/20/12	BONKO, NICHOLAS	40.50
9985702	01/20/12	BRISENO, EMILIO	64.00
9985703	01/20/12	BURNS, ERIC	22.50
9985704	01/20/12	ERICKSON, ROBERT	14.50
9985705	01/20/12	FISHER, CHANCE	24.00
9985706	01/20/12	GREENER, DOUGLAS	51.75
9985707	01/20/12	HANNIGAN, RACHEL	24.00
9985708	01/20/12	KUSTERMAN, KEVIN	50.00
9985709	01/20/12	MASON, KYLE	32.00
9985710	01/20/12	MASON, LAURA	36.00
9985711	01/20/12	MERRITT, JACOB	96.00
9985712	01/20/12	MERRITT, MICHAEL	128.00
9985713	01/20/12	O'BRIEN, ELIZABETH	14.50
9985714	01/20/12	O'BRIEN, REBECCA	14.50
9985715	01/20/12	TARR-JR, GUS	30.00
9985716	01/20/12	WISTL, MOLLY	64.00
9985717	01/20/12	YORKOVICH, BENJAMIN	94.50
9985718	01/20/12	VANG, TIM	371.75
9985719	01/20/12	ERICSON, RACHEL	23.40
9985720	01/20/12	LEKO, LINDSAY	72.50
9985721	01/20/12	MCLAURIN, CHRISTOPHER	30.10
9985722	01/20/12	SCOTT, HALEY	22.05
9985723	01/20/12	WALES, ABIGAIL	47.13
9985724	01/20/12	WEINHAGEN, SHELBY	53.76
9985725	01/20/12	BELMARES, GABRIEL	137.75
9985726	01/20/12	REMNYAKOVA, ANZHELIKA	86.13
9985727	01/20/12	STEFFEN, MICHAEL	65.25
			621,335.61

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>
	02/03/12	CARDINAL, ROBERT	435.16
	02/03/12	JUENEMANN, KATHLEEN	435.16
	02/03/12	KOPPEN, MARVIN	435.16
	02/03/12	LLANAS, JAMES	435.16
	02/03/12	ROSSBACH, WILLIAM	494.44
	02/03/12	STRAUTMANIS, MARIS	120.00
	02/03/12	VALLE, EDWARD	262.50
	02/03/12	AHL, R. CHARLES	5,384.56
	02/03/12	ANTONEN, JAMES	5,800.00
	02/03/12	BURLINGAME, SARAH	1,986.10
	02/03/12	KANTRUD, HUGH	184.62
	02/03/12	CHRISTENSON, SCOTT	1,981.35
	02/03/12	FARR, LARRY	3,061.16
	02/03/12	JAHN, DAVID	2,162.98
	02/03/12	RAMEAUX, THERESE	3,061.19
	02/03/12	BAUMAN, GAYLE	4,244.92
	02/03/12	ANDERSON, CAROLE	2,494.54
	02/03/12	DEBILZAN, JUDY	1,283.08
	02/03/12	JACKSON, MARY	2,158.08
	02/03/12	KELSEY, CONNIE	2,594.80
	02/03/12	RUEB, JOSEPH	2,642.60
	02/03/12	ARNOLD, AJLA	1,550.89
	02/03/12	CAREY, HEIDI	0.01
	02/03/12	GUILFOILE, KAREN	4,407.64
	02/03/12	NEPHEW, MICHELLE	1,726.15
	02/03/12	SCHMIDT, DEBORAH	2,746.39
	02/03/12	SPANGLER, EDNA	1,016.45
	02/03/12	THOMFORDE, FAITH	693.00
	02/03/12	CORTESI, LUANNE	1,052.28
	02/03/12	LARSON, MICHELLE	1,774.95
	02/03/12	MECHELKE, SHERRIE	1,140.33
	02/03/12	MOY, PAMELA	1,511.21
	02/03/12	OSTER, ANDREA	1,907.48
	02/03/12	RICHTER, CHARLENE	713.13
	02/03/12	SCHOENECKER, LEIGH	1,569.35
	02/03/12	WEAVER, KRISTINE	2,310.96
	02/03/12	CORCORAN, THERESA	1,908.55
	02/03/12	KVAM, DAVID	4,209.55
	02/03/12	PALANK, MARY	1,905.17
	02/03/12	POWELL, PHILIP	2,932.46
	02/03/12	SVENDSEN, JOANNE	2,101.79
	02/03/12	THOMALLA, DAVID	4,961.38
	02/03/12	YOUNG, TAMELA	1,900.55
	02/03/12	ABEL, CLINT	3,095.21
	02/03/12	ALDRIDGE, MARK	3,492.56
	02/03/12	BAKKE, LONN	3,099.69
	02/03/12	BARTZ, PAUL	3,733.20
	02/03/12	BELDE, STANLEY	3,312.93
	02/03/12	BENJAMIN, MARKESE	2,819.55
	02/03/12	BIERDEMAN, BRIAN	3,862.26
	02/03/12	BOHL, JOHN	3,151.33
	02/03/12	BUSACK, DANIEL	3,877.44
	02/03/12	COFFEY, KEVIN	3,055.21
	02/03/12	CROTTY, KERRY	3,611.20
	02/03/12	DEMULLING, JOSEPH	2,962.74
	02/03/12	DOBLAR, RICHARD	3,925.54

02/03/12	DUGAS, MICHAEL	4,116.99
02/03/12	ERICKSON, VIRGINIA	3,151.33
02/03/12	FLOR, TIMOTHY	3,609.69
02/03/12	FORSYTHE, MARCUS	2,099.95
02/03/12	FRASER, JOHN	3,293.66
02/03/12	FRITZE, DEREK	2,819.55
02/03/12	GABRIEL, ANTHONY	3,001.57
02/03/12	HAWKINSON JR, TIMOTHY	2,832.73
02/03/12	HER, PHENG	2,720.96
02/03/12	HIEBERT, STEVEN	3,156.49
02/03/12	JOHNSON, KEVIN	3,791.16
02/03/12	KALKA, THOMAS	921.88
02/03/12	KONG, TOMMY	2,878.21
02/03/12	KREKELER, NICHOLAS	850.80
02/03/12	KROLL, BRETT	3,174.86
02/03/12	LANGNER, SCOTT	3,306.60
02/03/12	LANGNER, TODD	2,980.04
02/03/12	LU, JOHNNIE	3,174.86
02/03/12	LYNCH, KATHERINE	2,186.00
02/03/12	MARINO, JASON	3,214.51
02/03/12	MARTIN, JERROLD	3,617.54
02/03/12	MCCARTY, GLEN	3,188.03
02/03/12	METRY, ALESIA	3,038.70
02/03/12	NYE, MICHAEL	3,476.91
02/03/12	OLSON, JULIE	3,045.48
02/03/12	PARKER, JAMES	2,186.00
02/03/12	REZNY, BRADLEY	2,894.37
02/03/12	RHUDE, MATTHEW	2,992.90
02/03/12	SHORTREED, MICHAEL	4,091.18
02/03/12	STEINER, JOSEPH	3,937.66
02/03/12	SYPNIEWSKI, WILLIAM	2,819.55
02/03/12	SZCZEPANSKI, THOMAS	3,170.47
02/03/12	TAUZELL, BRIAN	2,634.02
02/03/12	THEISEN, PAUL	3,712.08
02/03/12	THIENES, PAUL	4,528.91
02/03/12	TRAN, JOSEPH	3,038.70
02/03/12	WENZEL, JAY	3,253.29
02/03/12	XIONG, KAO	2,878.21
02/03/12	ANDERSON, BRIAN	72.00
02/03/12	BAHL, DAVID	385.00
02/03/12	BASSETT, BRENT	144.00
02/03/12	BAUMAN, ANDREW	3,210.81
02/03/12	BECK, YANCEY	138.00
02/03/12	BIGELBACH, ANTHONY	288.00
02/03/12	BOURQUIN, RON	680.00
02/03/12	BRADBURY, RYAN	276.00
02/03/12	BRESIN, ROBERT	318.00
02/03/12	CAPISTRANT, JACOB	495.00
02/03/12	CAPISTRANT, JOHN	595.00
02/03/12	CRAWFORD, RAYMOND	180.00
02/03/12	CRUMMY, CHARLES	324.00
02/03/12	DAWSON, RICHARD	3,563.87
02/03/12	EATON, PAUL	222.00
02/03/12	EVERSON, PAUL	3,298.59
02/03/12	FOSSUM, ANDREW	3,125.72
02/03/12	HAGEN, MICHAEL	384.00
02/03/12	HALE, JOSEPH	322.00
02/03/12	HALWEG, JODI	2,953.29
02/03/12	HENDRICKSON, NICHOLAS	3,058.20
02/03/12	HUTCHINSON, JAMES	623.00
02/03/12	IMM, TRACY	264.00
02/03/12	JANSEN, CHAD	174.00
02/03/12	JOHNSON, JAMES	793.00
02/03/12	JONES, JONATHAN	336.00
02/03/12	KANE, ROBERT	518.00
02/03/12	KARRAS, JAMIE	138.00
02/03/12	KERSKA, JOSEPH	522.00

02/03/12	KONDER, RONALD	144.00
02/03/12	KUBAT, ERIC	2,784.90
02/03/12	LINDER, TIMOTHY	3,063.91
02/03/12	LOCHEN, MICHAEL	812.00
02/03/12	MELLEN, CHRISTOPHER	234.00
02/03/12	MELLEN, RICHARD	258.00
02/03/12	MILLER, LADD	456.00
02/03/12	MILLER, NICHOLAS	516.00
02/03/12	MONDOR, MICHAEL	3,119.66
02/03/12	MONSON, PETER	48.00
02/03/12	MORGAN, JEFFERY	468.00
02/03/12	NIELSEN, KENNETH	414.00
02/03/12	NOVAK, JEROME	3,494.09
02/03/12	NOWICKI, PAUL	231.00
02/03/12	OLSON, JAMES	3,380.31
02/03/12	OPHEIM, JOHN	206.50
02/03/12	PACHECO, ALPHONSE	720.00
02/03/12	PETERSON, MARK	392.00
02/03/12	PETERSON, ROBERT	3,421.24
02/03/12	PLACE, ANDREA	406.80
02/03/12	POWERS, KENNETH	12.00
02/03/12	RAINEY, JAMES	474.00
02/03/12	RANK, NATHAN	576.00
02/03/12	RANK, PAUL	528.00
02/03/12	RAVENWALD, CORINNE	390.00
02/03/12	REYNOSO, ANGEL	228.00
02/03/12	RICE, CHRISTOPHER	367.50
02/03/12	RODRIGUEZ, ROBERTO	444.00
02/03/12	SCHULTZ, JEROME	282.00
02/03/12	SEDLACEK, JEFFREY	3,197.52
02/03/12	STREFF, MICHAEL	3,244.71
02/03/12	SVENDSEN, RONALD	3,564.93
02/03/12	WHITE, JOEL	192.00
02/03/12	GERVAIS-JR, CLARENCE	3,906.58
02/03/12	LUKIN, STEVEN	4,498.52
02/03/12	ZWIEG, SUSAN	729.88
02/03/12	KNUTSON, LOIS	2,054.96
02/03/12	NIVEN, AMY	1,425.42
02/03/12	BRINK, TROY	2,697.73
02/03/12	BUCKLEY, BRENT	2,758.18
02/03/12	DEBILZAN, THOMAS	2,370.64
02/03/12	EDGE, DOUGLAS	2,231.34
02/03/12	JONES, DONALD	2,367.63
02/03/12	MEISSNER, BRENT	2,045.70
02/03/12	NAGEL, BRYAN	3,442.00
02/03/12	OSWALD, ERICK	2,515.54
02/03/12	RUNNING, ROBERT	2,588.05
02/03/12	TEVLIN, TODD	2,252.49
02/03/12	BURLINGAME, NATHAN	2,026.42
02/03/12	DUCHARME, JOHN	2,740.37
02/03/12	ENGSTROM, ANDREW	2,555.77
02/03/12	JACOBSON, SCOTT	2,555.75
02/03/12	JAROSCH, JONATHAN	2,995.37
02/03/12	KUMMER, STEVEN	3,210.33
02/03/12	LINDBLOM, RANDAL	2,740.37
02/03/12	LOVE, STEVEN	3,549.89
02/03/12	THOMPSON, MICHAEL	4,258.96
02/03/12	ZIEMAN, SCOTT	142.00
02/03/12	JANASZAK, MEGHAN	1,497.35
02/03/12	KONEWKO, DUWAYNE	4,613.24
02/03/12	EDSON, DAVID	2,311.54
02/03/12	HAMRE, MILES	1,513.61
02/03/12	HINNENKAMP, GARY	2,268.47
02/03/12	NAUGHTON, JOHN	2,146.70
02/03/12	NORDQUIST, RICHARD	2,148.46
02/03/12	BIESANZ, OAKLEY	1,747.52
02/03/12	DEAVER, CHARLES	730.15

02/03/12	GERNES, CAROLE	401.63
02/03/12	HAYMAN, JANET	1,280.63
02/03/12	HUTCHINSON, ANN	2,649.16
02/03/12	SOUTTER, CHRISTINE	129.94
02/03/12	WACHAL, KAREN	973.92
02/03/12	GAYNOR, VIRGINIA	3,244.09
02/03/12	KROLL, LISA	1,900.55
02/03/12	SINDT, ANDREA	2,033.80
02/03/12	THOMPSON, DEBRA	829.76
02/03/12	EKSTRAND, THOMAS	3,829.34
02/03/12	FINWALL, SHANN	3,233.35
02/03/12	MARTIN, MICHAEL	2,709.36
02/03/12	BRASH, JASON	2,393.35
02/03/12	CARVER, NICHOLAS	3,244.09
02/03/12	FISHER, DAVID	3,807.86
02/03/12	SWAN, DAVID	2,766.15
02/03/12	WELLENS, MOLLY	1,627.72
02/03/12	ANDERSON, ABIGAIL	256.00
02/03/12	BERGER, STEPHANIE	631.75
02/03/12	BETHEL III, CHARLES	70.13
02/03/12	BJORK, BRANDON	363.00
02/03/12	BRENEMAN, NEIL	2,159.70
02/03/12	DEBILZAN, JAIME	50.00
02/03/12	DRAKE, TAYLOR	192.00
02/03/12	GERMAIN, BRADY	96.00
02/03/12	GORACKI, GERALD	288.00
02/03/12	HEITZ, ALEXANDRA	224.00
02/03/12	KHOURY, SARAH	679.00
02/03/12	KLEIN, AARON	144.00
02/03/12	KLEIN, TIM	160.00
02/03/12	KOHLMAN, JENNIFER	190.00
02/03/12	LUBKE, COLLEEN	72.00
02/03/12	ROBBINS, AUDRA	2,876.58
02/03/12	ROBBINS, CAMDEN	258.00
02/03/12	SCHALLER, SCOTT	180.06
02/03/12	SCHALLER, TYLER	242.75
02/03/12	SCHRANKLER, SAM	14.50
02/03/12	ST MARTIN, ANDREW	144.00
02/03/12	TAYLOR, JAMES	2,738.98
02/03/12	VUKICH, CANDACE	146.25
02/03/12	ADAMS, DAVID	1,837.01
02/03/12	GERMAIN, DAVID	2,155.39
02/03/12	HAAG, MARK	2,356.55
02/03/12	SCHULTZ, SCOTT	3,090.82
02/03/12	ANZALDI, MANDY	1,467.39
02/03/12	CRAWFORD - JR, RAYMOND	628.00
02/03/12	EVANS, CHRISTINE	1,390.64
02/03/12	GLASS, JEAN	2,125.10
02/03/12	HER, PETER	361.30
02/03/12	HOFMEISTER, MARY	1,075.41
02/03/12	HOFMEISTER, TIMOTHY	501.13
02/03/12	KULHANEK-DIONNE, ANN	453.13
02/03/12	PELOQUIN, PENNYE	618.48
02/03/12	PENN, CHRISTINE	2,332.74
02/03/12	SHERRILL, CAITLIN	711.63
02/03/12	VUE, LOR PAO	314.50
02/03/12	ANDERSON, ALYSSA	23.25
02/03/12	ANDERSON, MAXWELL	259.73
02/03/12	BAETZOLD, SETH	32.63
02/03/12	BAUDE, SARAH	91.25
02/03/12	BEITLER, JULIE	37.10
02/03/12	BIGGS, ANNETTE	124.65
02/03/12	BRUSOE, CRISTINA	90.40
02/03/12	BUCKLEY, BRITTANY	363.70
02/03/12	BUTLER, ANGELA	68.00
02/03/12	CRANDALL, KRISTA	187.43
02/03/12	DEMPSEY, BETH	227.25

02/03/12	DIONNE, DANIELLE	165.68
02/03/12	DUNN, RYAN	1,010.86
02/03/12	EKSTRAND, DANIEL	76.22
02/03/12	ERICKSON-CLARK, CAROL	49.00
02/03/12	FLUEGEL, LARISSA	75.50
02/03/12	FONTAINE, KIM	697.44
02/03/12	FOX, KELLY	120.00
02/03/12	GIEL, NICOLE	76.00
02/03/12	GRAY, MEGAN	130.61
02/03/12	GRUENHAGEN, LINDA	304.80
02/03/12	HAGSTROM, EMILY	80.40
02/03/12	HANSEN, HANNAH	195.60
02/03/12	HEINRICH, SHEILA	783.00
02/03/12	HOLMBERG, LADONNA	651.50
02/03/12	HORWATH, RONALD	2,614.55
02/03/12	IVES, RANDY	90.00
02/03/12	JOHNSON, BARBARA	177.90
02/03/12	JOHNSON, JAMES	51.00
02/03/12	JOYER, ANTHONY	74.00
02/03/12	JOYER, JENNA	38.03
02/03/12	KOHLER, ROCHELLE	108.00
02/03/12	KOLLER, NINA	198.26
02/03/12	KRONHOLM, KATHRYN	1,060.00
02/03/12	LAMSON, ELIANA	90.00
02/03/12	MCCANN, NATALIE	133.00
02/03/12	NADEAU, KELLY	242.68
02/03/12	NADEAU, TAYLOR	43.80
02/03/12	NORTHOUSE, KATHERINE	153.56
02/03/12	PEHOSKI, JOEL	78.00
02/03/12	POVLITZKI, MARINA	19.00
02/03/12	PROESCH, ANDY	568.70
02/03/12	RANEY, COURTNEY	395.00
02/03/12	RESENDIZ, LORI	2,150.64
02/03/12	RONNING, ISAIAH	113.83
02/03/12	SCHMIDT, EMILY	88.40
02/03/12	SCHREIER, ROSEMARIE	166.50
02/03/12	SCHREINER, MARK	40.15
02/03/12	SCHREINER, MICHELLE	122.63
02/03/12	SKAAR, SAMANTHA	50.00
02/03/12	SMITH, ANN	142.10
02/03/12	SMITH, CASEY	84.53
02/03/12	SMITLEY, SHARON	129.50
02/03/12	TAYLOR, JASON	82.18
02/03/12	THORWICK, MEGAN	88.20
02/03/12	TREPANIER, TODD	352.00
02/03/12	TRUE, ANDREW	65.14
02/03/12	TUPY, HEIDE	91.60
02/03/12	TUPY, MARCUS	285.00
02/03/12	WARNER, CAROLYN	501.60
02/03/12	WOLFGRAM, MARY	117.00
02/03/12	BOSLEY, CAROL	97.50
02/03/12	HITE, ANDREA	265.00
02/03/12	PENN, CAYLA	20.00
02/03/12	BORCHERT, JONATHAN	143.19
02/03/12	COLEMAN, PATRICK	243.75
02/03/12	DOUGLASS, TOM	1,333.70
02/03/12	LONETTI, JAMES	492.00
02/03/12	MALONEY, SHAUNA	232.50
02/03/12	PRINS, KELLY	1,690.15
02/03/12	REILLY, MICHAEL	1,934.15
02/03/12	SCHULZE, KEVIN	420.00
02/03/12	THOMPSON, BENJAMIN	392.25
02/03/12	AICHELE, CRAIG	2,209.19
02/03/12	PRIEM, STEVEN	2,415.66
02/03/12	WOEHRLE, MATTHEW	2,524.74
02/03/12	BERGO, CHAD	2,678.00
02/03/12	FOWLDS, MYCHAL	3,862.68

	02/03/12	FRANZEN, NICHOLAS	2,534.62
	02/03/12	KREGER, JASON	2,087.20
9985744	02/03/12	ABRAHAMSON, AMANDA	113.75
9985745	02/03/12	ANDERSON, ZACHARY	60.00
9985746	02/03/12	AYD, GWEN	29.00
9985747	02/03/12	BACHMEIER, JORDAN	24.00
9985748	02/03/12	BONKO, NICHOLAS	67.50
9985749	02/03/12	BRISENO, EMILIO	384.00
9985750	02/03/12	BURNS, ERIC	22.50
9985751	02/03/12	ECONOMY, JOHN	39.00
9985752	02/03/12	ERICKSON, ROBERT	29.00
9985753	02/03/12	FISHER, CHANCE	60.00
9985754	02/03/12	GREENER, DOUGLAS	103.50
9985755	02/03/12	HANNIGAN, RACHEL	24.00
9985756	02/03/12	KUSTERMAN, KEVIN	113.75
9985757	02/03/12	LARSON, DANIEL	72.00
9985758	02/03/12	MASON, KYLE	56.00
9985759	02/03/12	MEISSNER, MICHAEL	256.00
9985760	02/03/12	MERRITT, JACOB	320.00
9985761	02/03/12	MERRITT, MICHAEL	416.00
9985762	02/03/12	O'BRIEN, ELIZABETH	14.50
9985763	02/03/12	O'BRIEN, PATRICIA	65.25
9985764	02/03/12	O'BRIEN, REBECCA	14.50
9985765	02/03/12	TARR-JR, GUS	90.00
9985766	02/03/12	THIELMAN, DANIEL	16.00
9985767	02/03/12	THIELMAN, RICHARD	30.00
9985768	02/03/12	THIETS, CONNOR	15.50
9985769	02/03/12	THIETS, TAYLOR	14.50
9985770	02/03/12	WISTL, MOLLY	176.00
9985771	02/03/12	YANG, CHINU	168.00
9985772	02/03/12	YORKOVICH, BENJAMIN	175.50
9985773	02/03/12	VANG, TIM	349.75
9985774	02/03/12	ERICSON, RACHEL	60.45
9985775	02/03/12	LEKO, LINDSAY	75.00
9985776	02/03/12	MCMAHON, MICHAEL	53.98
9985777	02/03/12	SCOTT, HALEY	44.10
9985778	02/03/12	WALES, ABIGAIL	111.01
9985779	02/03/12	WEINHAGEN, SHELBY	105.39
9985780	02/03/12	BELMARES, GABRIEL	105.13
9985781	02/03/12	REMNYAKOVA, ANZHELIKA	106.94
9985782	02/03/12	STEFFEN, MICHAEL	87.00
			511,615.29

MEMORANDUM

TO: James Antonen, City Manager
FROM: Tom Ekstrand, Senior Planner
Chuck Ahl, Assistant City Manager
SUBJECT: **Planning Commission Rules of Procedure—Annual Review**
DATE: February 1, 2012

INTRODUCTION

The Planning Commission Rules of Procedure requires their annual review at the first meeting of January each year. The planning commission did so and has referred their suggested change to the city council for approval. Refer to the attachment.

BACKGROUND

January 20, 2009: The planning commission revised the notification deadline for scheduling a special meeting from 48 hours to 72 hours in accordance to state statute.

October 20, 2009: The planning commission revised the change in parliamentary procedure for meeting process from Robert's Rules of Order to Rosenberg's Rules of Order.

January 5, 2010: The planning commission revised the planning commission's Rules of Procedure with a change concerning the procedure for replacing the chair and vice chair.

January 18, 2011: The planning commission revised the Rules of Procedure to delete reference of the parks department and parks director.

All changes were subsequently approved by the city council.

COMMISSION ACTION

January 17, 2011: The planning commission moved to amend the clause G.3. under Agenda to improve the sentence structure. No content changes were recommended.

RECOMMENDATION

Accept the planning commission's revision to their Rules of Procedure by amending the sentence structure regarding agenda items as follows (additions are underlined and deletions are crossed out):

G.3. Only items that are on the agenda or added to the agenda prior to its adoption shall be considered by the Commission. ~~No item that is not on the agenda shall be considered by the Commission.~~

p:\Planning Commission\PC Rules\2012 annual review of PC Rules CC Report 01 12 te
Attachment:
Planning Commission Rules of Procedure

PLANNING COMMISSION RULES OF PROCEDURE

Originally adopted by the Planning Commission on February 21, 1983
Last Changed by the City Council on February 14, 2011

(Additions are underlined and deletions are crossed out.)

We, the members of the Planning Commission of the City of Maplewood, Minnesota, created pursuant to Chapter 2, as amended, of the Maplewood Code of Ordinances, do hereby accept the following Rules of Procedure, subject to the provisions of said ordinances, which are hereby made a part of these rules:

A. MEETINGS

1. All meetings shall be held in City Hall unless otherwise directed by the chairperson, in which case at least 24 hours notice will be given to all members.
2. Regular meetings shall be held at 7 p.m. on the first and third Tuesdays of each month. If a regular meeting falls on a legal holiday, such meeting shall be rescheduled as a special meeting, if needed.
3. Special meetings shall be held upon call by the chairperson, or in his or her absence, by the vice chairperson or by any other member with the concurrence of five other members of the Commission. At least 72 hours notice shall be given to all members for special meetings.

B. QUORUM

1. A simple majority of the current membership of the Commission shall constitute a quorum.
2. Any member having a conflict of interest shall declare the same before discussion of the item in which he or she has a conflict. Any member who abstains from voting on a question because of possible conflict of interest shall not be considered a member of the Commission for determining a quorum for the consideration of that issue.
3. Approval of any motion shall require the affirmative vote of a majority of the members present.

C. DUTIES OF CHAIRPERSON

In addition to the duties prescribed in Section 2-249 of the Code of Ordinances, the chairperson shall appoint such standing committees and temporary committees as are required, and such committees will be charged with the duties, examinations, investigations, and inquiries about the subjects assigned by the chairperson. No standing or temporary committee shall have the power to commit the Commission to the endorsement of any plan or program without its submission to the full Commission.

D. ELECTION OF OFFICERS

1. A chairperson and vice chairperson shall be elected at the first planning commission meeting in June, and will serve until their successors have been elected.
2. In the absence of the chairperson, the vice chairperson shall perform all duties required of the chairperson. When both the chairperson and the vice chairperson are absent, the attending members shall elect a chairperson pro tem.
3. If the chairperson resigns from or is otherwise no longer on the planning commission, the vice chairperson shall become the acting chairperson. The planning commission shall elect a new chairperson at the next possible planning commission meeting. If the vice chairperson resigns or is otherwise no longer on the planning commission, the planning commission shall elect a new vice chairperson at the next possible planning commission meeting.

E. REPRESENTATION AT COUNCIL MEETINGS

A representative from the Commission shall appear at each Council meeting, where a planning item is on the agenda, to present the Commission's recommendation and to answer questions from the City Council regarding the decision. The Commission shall adopt a rotating schedule of its members at the first meeting of each year to attend these meetings.

F. COMMUNITY DEVELOPMENT DEPARTMENT

In addition to carrying out the duties prescribed in Section 2-254 of the Code of Ordinances, the Community Development staff shall:

1. Prepare the agenda and minutes for each meeting of the Commission.
2. Act as technical advisor to the Commission.
3. Present written alternatives and make recommendations on matters referred to the Commission.
4. Maintain a record of all agenda items from application to final action by the City Council.

G. AGENDA

1. Copies of the agenda, together with pertinent planning office reports and copies of the minutes of the previous meeting shall be distributed so that the members of the Commission shall have a copy at least three days prior to the meeting concerned.

2. The agenda shall consist of the following order of business:

- a. Call to Order
- b. Roll Call
- c. Approval of Agenda
- d. Approval of Minutes
- e. Public Hearings
- f. New Business
- g. Unfinished Business
- h. Visitor Presentations
- i. Commission Presentations
- j. Staff Presentations
- k. Adjournment

3. Only items that are on the agenda or added to the agenda prior to its adoption shall be considered by the Commission. ~~No item that is not on the agenda shall be considered by the Commission.~~

- H. Except as herein provided, Rosenberg's Rules of Order shall be accepted as the authority on parliamentary practice.
- I. Amendments to the comprehensive plan shall require that the Planning Commission follow the same procedure for hearings and notices as required by State law for zoning ordinances.

J. APPOINTMENTS

The City Council shall make all appointments to the Planning Commission by following the current city appointment policy.

K. AMENDMENT

- 1. Any of these rules may be temporarily suspended by the vote of two-thirds majority of the members present.
 - 2. These Rules of Procedure may be amended at any regular meeting of the Commission by a majority vote of the entire membership and submitted to the City Council for approval.
- L. These Rules of Procedure shall be reviewed by the Planning Commission at the first meeting of each year.

DRAFT
MINUTES OF THE MAPLEWOOD PLANNING COMMISSION
1830 COUNTY ROAD B EAST, MAPLEWOOD, MINNESOTA
TUESDAY, JANUARY 17, 2012

6. NEW BUSINESS

a. 2011 Planning Commission Annual Report

- i. Senior Planner, Tom Ekstrand gave the 2011 Planning Commission Annual Report.

Commissioner Trippler moved to approve the 2011 Planning Commission Annual Report.

Seconded by Commissioner Boeser.

Ayes – All

The motion passed.

b. 2011 Planning Commission Schedule for City Council Meetings

- i. Senior Planner, Tom Ekstrand gave the 2011 Planning Commission Schedule for City Council Meetings.

No action was needed. Staff will make changes to the planning commission information.

c. Annual Review of the Planning Commission Rules of Procedure

- i. Senior Planner, Tom Ekstrand gave the Annual Review of the Planning Commission Rules of Procedure.

The commission recommended changes to the Planning Commission Rules of Procedure. The commission requested staff to prepare a comparison to show the differences between Roberts Rules of Order and Rosenberg's Rules of Order.

Commissioner Trippler moved to approve the annual review of the planning commission rules of procedure as amended.

Seconded by Commissioner Nuss.

Ayes – All

The motion passed.

d. Resolutions of Appreciation for Jeremy Yarwood and Robert Martin

Commissioner Trippler moved to approve the resolutions of appreciation for Jeremy Yarwood and Robert Martin.

Seconded by Commissioner Pearson.

Ayes – All

The motion passed.

MEMORANDUM

TO: James Antonen, City Manager
 FROM: Lorraine Fischer, Planning Commission Chair Person
 SUBJECT: **2011 Planning Commission Annual Report**
 DATE: February 1, 2012

INTRODUCTION

The city code requires that the planning commission submit an annual report each new year to the city council that covers their previous year’s work. On January 17, 2012, the planning commission discussed the 2011 Planning Commission Annual Report and are forwarding it to the city council for acceptance.

2011 PLANNING COMMISSION ANNUAL REPORT

2011 REVIEWS

In 2011, the planning commission considered the following:

	<u>2011</u>	<u>2010</u>	<u>2009</u>	<u>2008</u>	<u>2007</u>
changes to the comprehensive plan	1	2	1	2	3
changes to the zoning map	2	19	4	0	2
preliminary plats/lot divisions	1	2	1	3	3
code amendments	8	11	7	3	3
conditional use permits and revisions	7	7	12	10	11
vacations	3	2	0	4	2
variances/code waivers	3	4	0	1	6
<u>miscellaneous (includes one home occ)</u>	<u>18</u>	<u>34</u>	<u>24</u>	<u>29</u>	<u>20</u>
Total	43	81	49	52	50

The totals above include items that the planning commission discussed more than once. The number of reviews below will not always match the above totals since repeat discussions are not listed as separate review items.

COMPREHENSIVE PLAN CHANGES

	<u>PC Action</u>	<u>Council Action</u>
1961, 1967 and 1975 McMenemy Street Plan amendment from C (commercial) to LDR (low density residential) for three parcels currently developed with single dwellings.	Approved	Approved

ZONING MAP CHANGES

	<u>PC Action</u>	<u>Council Action</u>
Open Space and Park Classifications	Approved	Approved
2694 Stillwater Road Rezoning from LBC (limited business commercial) to R1 (single dwelling residential) for a single-dwelling home site.	Approved	Pending

PRELIMINARY PLATS/LOT DIVISIONS

	<u>PC Action</u>	<u>Council Action</u>
Eldridge Fields Preliminary Plat (Prosperity Road, South of County Road B)	Approved	Approved

CODE AMENDMENTS

	<u>PC Action</u>	<u>Council Action</u>
1. Renewable Energy Ordinance	Approved	Approved
2. Variance-Wording Revision to Sec 2-41	Approved	Approved
3. Variance-Wording Revision to Sec 44-13	Approved	Approved
4. Variance-Wording Revision to Sec 44-14	Approved	Approved
5. Administrative Variance Ordinance Revision	Approved	Approved

CONDITIONAL USE PERMITS AND REVISIONS

	<u>PC Action</u>	<u>Council Action</u>
Family Service Center CUP Revision (2001 Van Dyke Street) Ramsey County proposed a revision to the maximum number of persons that could reside at the family service center from 55 to 65.	Approved	Approved

Fleet Associates Auto Sales CUP (2495 Maplewood Drive) This proposal was to allow the sale of used cars by appointment.	Approved	Approved
South Metro Human Services CUP (1111 Viking Drive) This CUP was for 16 temporary housing units as part of a proposed mental health care clinic.	Approved	Approved
Remodel the former Corner Kick Soccer Center building for Mike McGrath (1357 Cope Avenue) This CUP revision was required to add onto the building.	Approved	Approved
Maplewood Toyota CUP Revision (2873 Maplewood Drive) This CUP was to allow the expansion of Maplewood Toyota to add a service department entrance.	Approved	Approved
LaMettry Collision CUP (North of 2923 Maplewood Drive) This CUP was to allow an auto-repair garage.	Approved	Approved
St. Paul Hmong Alliance Church Addition CUP (1770 McMenemy Street) This CUP revision was required for the church to expand their building and parking lot.	Approved	Approved

VACATIONS

	<u>PC Action</u>	<u>Council Action</u>
Hazelwood Street Excess Right-of-Way (Hazelwood Street south of County Road D) This request was to vacate excess right-of-way that remained after the realignment of Hazelwood Street adjacent to city-owned property.	Approved	Approved
Ferndale Street and 7th Street (Rights-of-Way within the Maplewood Nature Center and Union Cemetery) This request was to vacate unneeded street rights-of-way at the nature center and cemetery as a result of a land acquisition by the city of cemetery property.	Approved	Approved
Right-of-Way North of Beam Avenue by Maplewood Heights Park (Proposed V.A. Clinic Site) This vacation was to vacate a section of unneeded right-of-way within the proposed V.A. Clinic site.	Approved	Approved

VARIANCES AND WAIVERS

PC Action

Council Action

Wetland Buffer Waiver—“Jackson Hole”

(Northwest Corner of Jackson Street and Larpenteur Avenue)

Approved

Approved

This waiver was needed for the no-outlet pond at this intersection. Technically considered a wetland, this large depression was in need of improvements to facilitate storm water handling, erosion control and clean-up.

Wetland Buffer Waiver—Wakefield Lake

(Between Larpenteur Avenue and Wakefield Lake)

Approved

Approved

This waiver was part of a proposed experimental storm water treatment basin on the south side of Wakefield Lake.

Wetland Buffer Waiver—Joy Park Area

(Joy Road, North of Joy Park)

Approved

Approved

This waiver was needed because drainage ditch improvements would affect a portion of wetland.

MISCELLANEOUS

The planning commission had many reviews, discussions and actions that were not part of any other specific proposal. These reviews were:

- Annual Review of PC Rules of Procedure
- 2010 Annual Report
- Election of Officers
- Phalen/Keller Park Plan Update
- Living Streets (discussed twice)
- Maplewood Mall Improvements Tax Increment Financing Plan
- Study to compare the zoning maps and land use plans for consistency
- 2012-2016 Capital Improvement Plan
- Living Streets Task Force committee volunteer request
- Gateway Transportation Corridor Presentation
- Homeowners Association Documents discussion
- Green Building Program update
- Review of proposal and city council action regarding the V.A. Clinic approval on Beam Avenue
- Discussion about planning commission minutes format
- Discussion about city records retention relating to commission/council minutes retention
- Distribution of Rosenberg’s Rules of Order
- Bartelmy Lane/Meyer Lane Living Streets neighborhood improvements

2011 ATTENDANCE

<u>Name</u>	<u>Appointed</u>	<u>Terms Expire (12/31)</u>	<u>Attendance-15 Meetings</u>
Lorraine Fischer	1970	2013	14
Joseph Boeser	07-09-07	2013	14
Tushar Desai	07-22-02	2013	12
Robert Martin	07-09-07	2014	11
Gary Pearson	12-10-90	2014	14
Jeremy Yarwood	04-11-05	2014	10
Dale Trippler	06-08-98	2012	13
Al Bierbaum	02-08-10	2012	14
Tanya Nuss	02-08-10	2012	12

The city council recently reappointed Commissioner Pearson to another three-year term, which would end on December 31, 2014. Commissioners Martin, Yarwood and Boeser have submitted their resignations from the planning commission. Mr. Martin and Yarwood have ended their service on the planning commission. Mr. Boeser has agreed to continue to serve until a new appointee fills his position.

2011 ACTIVITIES

A key project the planning commission took on in 2011 was a comparison of city's land use plan maps and zoning maps. The commission's goal was to determine whether there were any discrepancies between the two mapping documents. The two forms of maps should match in the types of land uses and zoning classifications shown. The planning commission found four areas that warranted study and directed staff to review and present these to the commission for analysis. The commission and staff are presently in that process.

Other major reviews the planning commission conducted included the rezoning of lands to be zoned as Open Space and Parks and to work on several ordinance amendments that would affect renewable energy, variance permitting and site impacts when streets are widened. Major development proposals included the South Metro Human Services proposal for a mental health care clinic with temporary housing in the former Ethan Allen building and the large expansion proposed at the St. Paul Hmong Alliance Church on McMenemy Street.

ANTICIPATED 2012 ACTIVITIES

In 2012, in addition to the review of regular agenda items, the planning commission will:

1. Seek training opportunities as they become available. Staff will inform the planning commission about possible upcoming training opportunities.
2. Continue to update the city's zoning maps to eliminate any potential discrepancies that remain.

SUMMARY

The planning commission looks forward to serving the City of Maplewood in 2012 and will continue to provide the city council with advice and guidance on all matters that come before them.

RECOMMENDATION

Approve the planning commission's 2011 annual report.

p:\planning commission pc\pc Annual Reports\pc 2011 ann report CC Report 1 12 te

DRAFT
MINUTES OF THE MAPLEWOOD PLANNING COMMISSION
1830 COUNTY ROAD B EAST, MAPLEWOOD, MINNESOTA
TUESDAY, JANUARY 17, 2012

6. NEW BUSINESS

a. 2011 Planning Commission Annual Report

- i. Senior Planner, Tom Ekstrand gave the 2011 Planning Commission Annual Report.

Commissioner Trippler moved to approve the 2011 Planning Commission Annual Report.

Seconded by Commissioner Boeser.

Ayes – All

The motion passed.

b. 2011 Planning Commission Schedule for City Council Meetings

- i. Senior Planner, Tom Ekstrand gave the 2011 Planning Commission Schedule for City Council Meetings.

No action was needed. Staff will make changes to the planning commission information.

c. Annual Review of the Planning Commission Rules of Procedure

- i. Senior Planner, Tom Ekstrand gave the Annual Review of the Planning Commission Rules of Procedure.

The commission recommended changes to the Planning Commission Rules of Procedure. The commission requested staff to prepare a comparison to show the differences between Roberts Rules of Order and Rosenberg's Rules of Order.

Commissioner Trippler moved to approve the annual review of the planning commission rules of procedure as amended.

Seconded by Commissioner Nuss.

Ayes – All

The motion passed.

d. Resolutions of Appreciation for Jeremy Yarwood and Robert Martin

Commissioner Trippler moved to approve the resolutions of appreciation for Jeremy Yarwood and Robert Martin.

Seconded by Commissioner Pearson.

Ayes – All

The motion passed.

MEMORANDUM

TO: James Antonen, City Manager
 FROM: Tom Ekstrand, Senior Planner
 Chuck Ahl, Assistant City Manager
 SUBJECT: **Lot Repurchase Request**
 LOCATION: 2603 Mayer Lane
 DATE: February 1, 2012

INTRODUCTION

Kristine Kujala, of the Tax-Forfeited Lands division with Ramsey County Property Records and Revenue, has notified the city of a request by Clayton A. Robertson to repurchase his home at 2603 Mayer Lane. Mr. Robertson was the owner of this property when it reverted to the State of Minnesota for tax forfeiture. Ms. Kujala’s office, which regulates tax forfeitures, has advised staff the city must forward a resolution of support to the county for Mr. Clayton to repurchase his home. Please refer to the letter from Ms. Kujala.

Request

Approve the attached resolution recommending that the Ramsey County Board of Commissioners approve the repurchase application submitted for 2603 Mayer Lane.

DISCUSSION

As stated in Ms.Kujala’s letter, the Maplewood City Council must forward a resolution to approve or deny the request by Mr. Robertson to repurchase his home. The city must consider whether the property is a municipal problem based on documented police violations, building code violations or health violations in the past five years.

Staff has inquired with the city’s police, building code, zoning code and health divisions. Each department responded that there has been no illegal activity, code violations or health/safety violations in the past five years.

Staff feels that the city should support the repurchase of this home by Mr. Robertson.

RECOMMENDATION

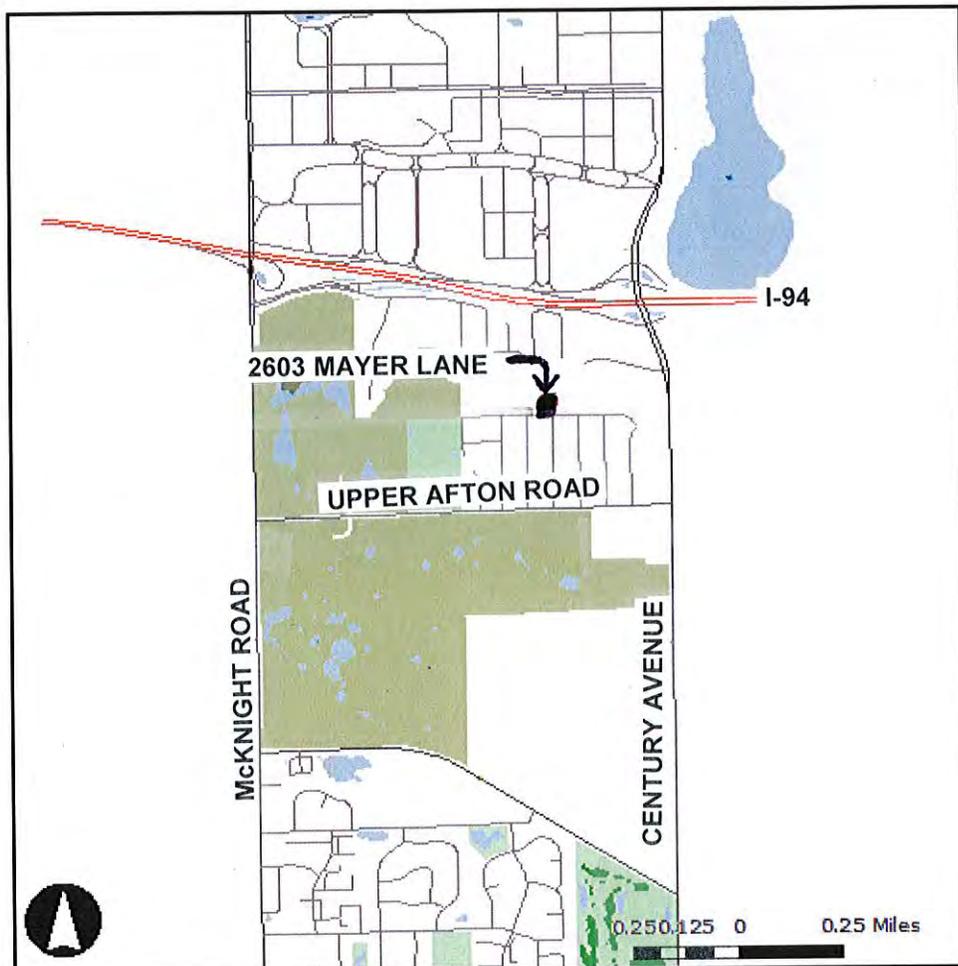
Adopt the attached resolution recommending that the Ramsey County Board of Commissioners approve the repurchase application submitted for 2603 Mayer Lane.

p:sec 1-285tax forfeiture & and lot repurchase memo 2 12 te

Attachments:

1. Location Map
2. Property Line Map
3. Letter from Kris Kujala dated January 11, 2012
4. Application Materials for Lot Repurchase
5. Resolution of Support

LOCATION MAP FOR 2603 MAYER LANE



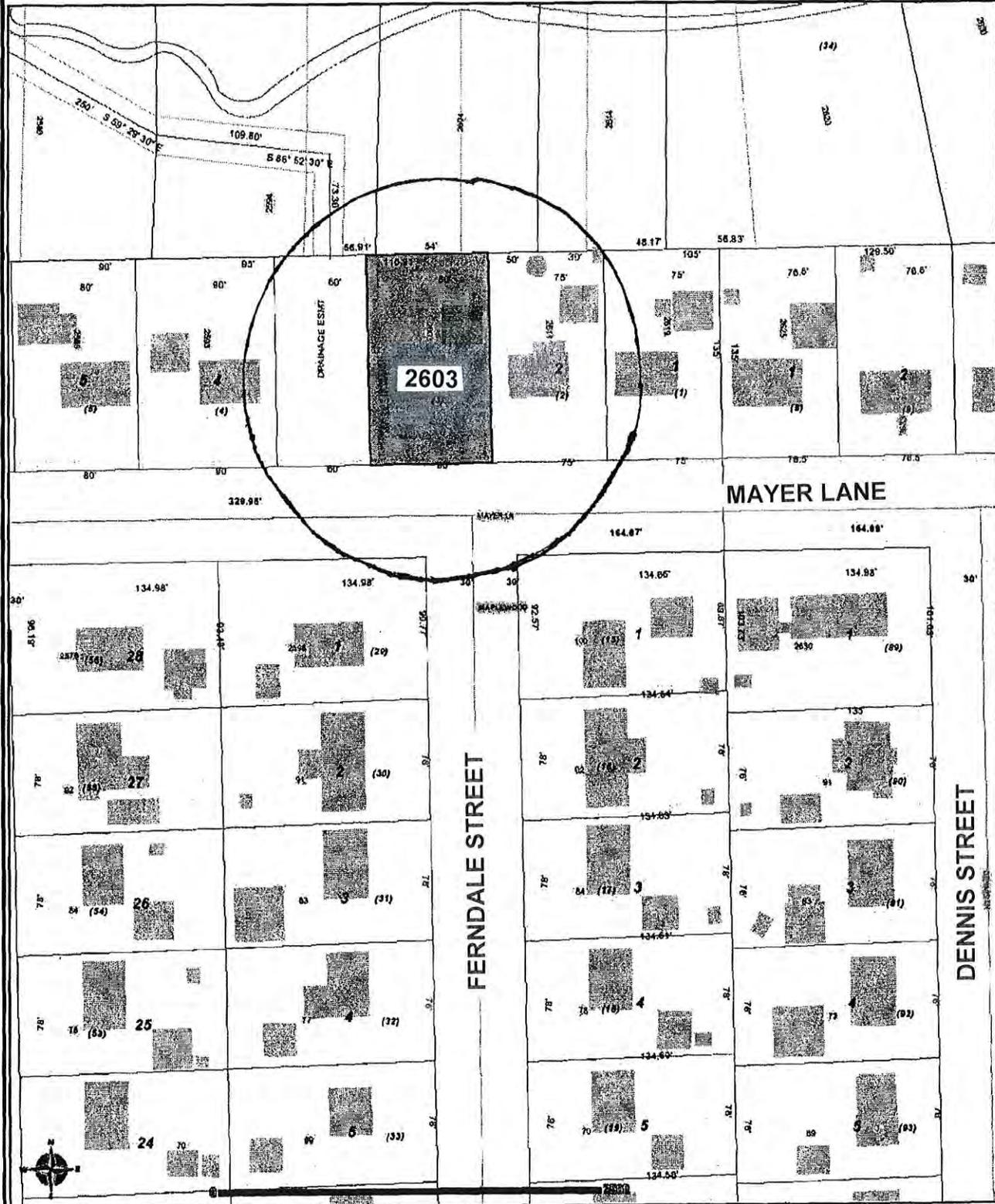
Copyright

MaplewoodBaseMap
Chad Bergo

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

CD 7 2603 Mayer Lane

01-28-22-13-0003



DISCLAIMER: This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only.
 SOURCES: Ramsey County (May 31, 2011), The Lawrence Group, May 31, 2011 for County parcel and property records data; May 2011 for commercial and

PROPERTY LINE MAP

January 11, 2012

City of Maplewood
Attn: Tom Ekstrand, City Planner
1830 County Road B East
Maplewood, MN 55109

Re: Repurchase application relating to a tax-forfeited property at 2603 Mayer Lane

Dear Tom Ekstrand:

Enclosed please find a repurchase application received from Clayton A. Robertson for the property located at 2603 Mayer Lane. The property forfeited to the State of Minnesota on August 2, 2011 and is a single-family dwelling.

The owner at the time of forfeiture, Clayton A. Robertson, currently occupies the home and is disabled. Mr. Robertson is currently being assisted by his friends and caregivers, Dale Olson and Wendy Campbell. A detailed letter from Mr. Olson and Ms. Campbell is enclosed for your review explaining Clayton Robertson's situation, hardship and reasons for not being able to pay his property taxes. The outstanding delinquent taxes owed at the time of forfeiture are approximately \$16,600.00

County Board policy, No. 99-507, adopted on December 21, 1999, allows for "each repurchase application to be referred to the municipality in which the property is located. The municipality will document whether the property is considered a municipal problem based on documented police, building code, illegal activity, or health violations within the past five years. The municipality, by resolution, shall recommend that the County Board approve or deny the repurchase application and return the repurchase application to Ramsey County along with the resolution and documentation of any violations."

The following documents are enclosed to assist you:

- Copy of Application to Repurchase after Forfeiture
 - Letter from Dale Olson and Wendy Campbell
- Map of the parcel

Please send all documents to the Tax Forfeited Land office for final processing since they are included with the county board documents as part of the record. If you have any questions regarding the forfeiture or require additional information, please do not hesitate to contact me at (651) 266-2081.

Sincerely,



Kristine A. Kujala, Supervisor
Tax Forfeited Lands

Application to Repurchase after Forfeiture

Pin: 01-28-22-13-0003
 Legal Description: James Fifth Addition, Lot 3, Block 21
 Address: 2603 Mayer Lane, Maplewood, MN 55119-4762
 Forfeiture Date: August 2, 2011

I hereby make application to repurchase the above described parcel of land, located in Ramsey County, from the State of Minnesota, and understand that pursuant to Minnesota Statutes, section 282.241:

- The owner at the time of forfeiture, or the owner's heirs, devisees, or representatives, or any person to whom the right to pay taxes was given by statute, mortgage, or other agreement, may file an application to repurchase any parcel of land claimed by the state to be forfeited to the state for unpaid property taxes, unless sold or conveyed to a third party.
- The property may be repurchased for the sum of all:
 - Cancelled taxes, including all delinquent real property taxes, plus penalties, accrued interest and costs attributable to the taxes.
 - All property taxes plus penalties, interest and costs on those taxes for the taxes payable year following the year of the forfeiture and all subsequent years through the year of repurchase.
 - All delinquent special assessments cancelled at the time of forfeiture, plus penalties, accrued interest and costs attributable to those assessments.
 - Special assessments not levied between the date of forfeiture and the date of repurchase.
 - Any additional costs and interest relating to taxes or assessments accrued between the date of forfeiture and the date of repurchase.
 - Extra costs related to repurchase and recording of deed.
- A \$250.00 administrative service (repurchase) fee, in certified funds, is due at the time the application is submitted.
- All maintenance costs accrued on the property while under the management of Ramsey County, Tax Forfeited Land, from the date of forfeiture until the adoption of a resolution by the Ramsey County Board of Commissioners, are to be paid by the applicant.
- Applicant will take possession of the property and be responsible for its maintenance and security upon approval of the repurchase by the Ramsey County Board of Commissioners.

The reason or circumstances that led to the forfeiture of the property is (describe hardship):

Please see attached letter which explains hardship.
The letter was prepared by Friends and Caregivers
of Clayton Robertson Dale Olson & Wendy Campbell.

Return application to: Department of Property Records and Revenue, Attn: Tax Forfeited Lands Section,
 PO Box 64097, St. Paul, MN 55164-0097

over

Application to Repurchase after Forfeiture

Applicant Name: Clayton A. Robertson

Applicant's relationship to the property: Owner

Mailing Address 2603 Mayer Lane Maplewood, MN 55112

City, State, Zip PIN 01. 28. 22. 13. 0003

Signature Clayton A. Robertson Date 2 Nov. 2011

The foregoing instrument was acknowledged before me this 2nd day of November, 2011, by Clayton A. Robertson.

NOTARY STAMP/ SEAL

Given under my hand and official seal of this 2nd day of November, 2011

[Signature]
Signature of Notary Public

Notary Commissioner Expires _____

Return application to: Department of Property Records and Revenue, Attn: Tax Forfeited Lands Section,
PO Box 64097, St. Paul, MN 55164-0097

November 1, 2011

From: Clayton Robertson
2603 Mayer Lane
Maplewood, MN 55119
(651) 730-2065

PIN: 01.28.22.13.0003

This letter is written for Clayton Robertson by Dale Olson and Wendy Campbell.

Clayton is a disabled person who lives in his home that he owns. He was "certified" disabled by Social Security in August 2009, but has suffered from his disability for many years according to his doctor. He is home bound by his disability except for doctor appointments.

My fiancé, Wendy Campbell and I have been helping Clayton in many ways and have been trying to get his financial situation stabilized by helping him acquire food support and Social Security Income (SSI). Prior to December 2009 Clayton had had no income for the previous 10 years since his mothers passing. He had been relying on neighbors and his church for support. Clayton now receives \$675.00/mo. from Social Security and \$200.00/mo. in food support.

Clayton's current monthly expenses are:

Rent	\$35.00
Telephone	\$45.00
Cable TV	\$30.00
Elect/Gas	\$90.00
Garbage	\$25.00
Water	<u>\$20.00</u>
Total	\$245.00

This amount does not cover Clayton's personal expense such as pharmaceutical co-pays, clothing, personal hygiene items and home maintenance. The estimated cost for these items is about \$100.00/mo.

Clayton is now at the point that his home is in Tax Forfeiture status. Here is a brief history of Clayton's hardships and property tax situation.

Clayton has lived in this home since age 5. His father passed away in October of 1989 and his mother passed away in May 1999 leaving Clayton the home and its responsibilities. Clayton has never been in a situation of having this kind of responsibility as his mother had always taken care of everything for Clayton. Clayton did pay his property taxes the first year after his mother passed away with funds his mother had left him. Clayton believes that the taxes then went unpaid for the next four years. During this time Clayton had no income and had periodic episodes of his utilities being shut off only being reestablished by help from his church and Pastor Chuck Roub. In 2003 Clayton acquired a roommate who had been very helpful helping Clayton maintain the property, making sure his utilities were paid and Clayton had food in the home.

During this time his roommate became aware of Clayton's property tax situation and helped Clayton establish a "Confession of Judgment" agreement with Ramsey County in 2005. They were trying to keep the agreement paid but were finding it difficult at times due to Clayton's lack of income and his roommates limited income. Clayton also had his cousin Stephanie help in getting some necessary home improvements done to the home which was paid for by two low interest, 2nd mortgages through HUD totaling \$25,000.00 (these are currently loans against the property). She also started and didn't finish getting Clayton the necessary help he needed for his medical situation and financial assistance. The repairs were; new roof on home and garage, new rain gutters, concrete steps and sidewalk, new furnace and water heater, updating the electric and new tile in bathroom shower.

This is the time that Wendy and I entered the picture:

Clayton's cousin left Clayton hanging after promising to intervene on getting Clayton the help he needed, his roommate continued struggling with a substance abuse problem. His roommate's substance abuse issue was leading to Clayton's health failing quite rapidly. Clayton had been hospitalized 6-8 times from early 2009 until Wendy intervened late 2009. Wendy immediately went to work to help Clayton apply and finally receive Social Security income, Medical Assistance and Food Support. She also worked at getting Clayton's medical situation stabilized. We took Clayton into our home for 2 weeks to stabilize his health and subsequently we had the roommate removed from the property.

After intervening on Clayton's behalf we had discovered a gross neglect in paying the utility bills, garbage bill, water bill, medical bills, cable TV bills and his property taxes etc. Clayton was responsible for about \$4000.00 in unpaid bills not including his property taxes. We created a budget for Clayton and he has worked hard at getting these bills paid so he can continue receiving his

necessary utilities. Clayton also made other needed sacrifices to get stabilized in his home. He now has all of his utility bills paid current, he has cable TV reestablished, he is on a budget plan for electric/gas, he has his own phone (he was on our cell plan) and we take care of his yard, all home maintenance and grocery shopping. We also have all of Clayton's bills set up on an "auto-pay" arrangement to be paid on the first week of each month.

Unfortunately Clayton has not been able to pay his property taxes. He had defaulted on his 2nd Confession of Judgment and consequently is now in forfeiture. We had been hoping that Clayton could have been able get a reverse mortgage to pay his taxes; unfortunately he doesn't turn 62 until December 20, 2011. We had been working with a financial counselor who told us that Clayton's chances were good to be approved for a reverse mortgage. This would have solved a great problem for Clayton.

At this point we can say that Clayton is now very stable in his home. His health has been stabilized for some time now. Clayton has proven to us that he takes great interest in making sure his affairs are in order. He has shown that he has a very high interest in staying in his childhood home and eventually his home being returned to him someday.

On behalf of Clayton Robertson

Dale Olson
Wendy Campbell
6213 St. Croix Trail N
Unit 111
Stillwater, MN 55082
Phone: (612) 810-9900 (612) 991-0920
Email: olieman@comcast.net

**RESOLUTION
SUPPORTING THE REPURCHASE APPLICATION SUBMITTED
TO RAMSEY COUNTY FOR 2603 MAYER LANE**

WHEREAS, the property located at 2603 Mayer Lane was forfeited to the State of Minnesota for non-payment of taxes on August 2, 2011;

WHEREAS, the prior owner of this property has filed a repurchase application with Ramsey County;

WHEREAS, it is the Ramsey County Board's policy that repurchase applications be reviewed by the municipality in which the property is located who shall adopt a resolution recommending approval or denial of said application;

WHEREAS, the municipality shall consider in its recommendation whether the property is considered a municipal problem based on illegal activity, code violations or health and safety violations;

WHEREAS, the city's police, building code, zoning code and health personnel have all confirmed that their records show no violations of any sort at this address in the evaluation period of the previous five years;

NOW, THEREFORE, BE IT RESOLVED that the Maplewood City Council hereby recommends to the Ramsey County Board of Commissioners approval of the repurchase application submitted by the prior owners of 2603 Mayer Lane.

The Maplewood City Council approved this resolution on _____, 2012.

MEMORANDUM

TO: James Antonen, City Manager
FROM: Peter Boulay, Chair of the Heritage Preservation Commission
 David Fisher, Building Official
 Chuck Ahl, Assistant City Manager
SUBJECT: **Heritage Preservation Commission 2011 Annual Report**
DATE: February 1, 2012 for the February 13, 2012 CC meeting

INTRODUCTION

The Heritage Preservation Commission (HPC) is submitting their annual report to the city council for review.

2011 ANNUAL REPORT

Members

The HPC consists of seven members appointed by the city council. Membership terms are for three years. The current membership is as follows:

<u>Commissioner</u>	<u>Membership Began</u>	<u>Term Expires</u>
Al Galbraith	08-12-06	04-30-12
Peter Boulay (Chair)	10-09-06	04-30-12
Robert Creager	07-26-04	04-30-13
Lucille Aurelius	07-26-04	04-30-13
Richard Currie (Vice Chair)	01-26-04	04-30-13
Brenda Rudberg	04-11-11	04-30-14
Caleb Anderson	02-25-08	04-30-14

Meetings

The HPC’s regularly scheduled meetings are the second Thursday of every month at 7:00 p.m. In 2011 the HPC held 9 meetings.

Reviews and Accomplishments

1. Amended the HPC Ordinance.
2. Submitted to the Minnesota State Historical Society Office for Certified Local Government Status.
3. Educated Maplewood citizens by participating in events at the Bruentrup Heritage Farm, identifying publications about Maplewood’s history at the Ramsey County Library and providing links on the City’s website from the State and County Historical Societies.
4. Repaired the Gladstone informational kiosk and sign.
5. Worked on identifying and recognizing historic families.

6. Worked on identifying and recognizing the history of geographic features such as lakes and sites, etc.
7. Recommended George Rossbach for the Maplewood Heritage Award. The Maplewood Heritage Award is an annual award recognizing an individual who has positively influenced our city's past or strengthened the preservation of Maplewood history.
8. Had the following guest speakers come to the HPC meetings and give historical presentation:

Nam	Dang	Gary	Bastian
Charlotte	Wasiluk	Fran	Juker
Jeff	Schadt	Bill	Bruentrup
9. Recognized the following demolished buildings in 2011:
 1. 1975 County Road D East – Wendy's Restaurant
 2. Frost Avenue Bridge
10. Reviewed the following development proposals for historical preservation issues:
 1. Bruentrup Heritage Farm – Machine Shed Project
 2. Frost Avenue Bridge
 3. Master Plan for Gladstone Savanna and Gloster Park
 4. Preservation Plan for Minnesota's Historical Properties 2012-2017
11. Worked collaboratively with the Maplewood Area Historical Society:

Outside Activities

Several HPC members are also members of the Maplewood Area Historical Society. These HPC members worked collaboratively on several society events such as:

- Spring Tea – Bruentrup Heritage Farm
- Ice Cream Social – Bruentrup Heritage Farm
- Ramsey County Fair
- Johnny Appleseed Days – Bruentrup Heritage Farm
- Halloween Hoedown – Maplewood Community Center
- Barn Dance – Bruentrup Heritage Farm
- Cemetery Tour – Forest Lawn Cemetery
- Quilting Bee - Bruentrup Heritage Farm
- Ramsey County Library – Gladstone Presentations

Conclusion

The Maplewood Heritage Preservation Commission is committed to promoting the use and conservation of historic properties for the education, inspiration, pleasure and enrichment of the citizens of this area.

RECOMMENDATION

Approve the 2011 Heritage Preservation Commission annual report.

AGENDA REPORT

TO: James Antonen, City Manager
FROM: Shann Finwall, AICP, Environmental Planner
SUBJECT: **Approval of Spring Clean-Up Event – April 21, 2012**
DATE: February 6, 2012 for the February 13 City Council Meeting

INTRODUCTION

The Maplewood Spring 2012 Clean-Up event is scheduled for Saturday, April 21, from 8 a.m. to 1 p.m. at Aldrich Arena, 1850 White Bear Avenue. This year staff is recommending a more streamlined pay schedule and reduced electronic waste fees (see attached event flyer and fee schedule). The fees will capture approximately 50 percent of the disposal costs; with the remainder subsidized by the City as has been the practice in the past.

DISCUSSION

During the Spring Clean-Up event residents will be able to dispose of appliances, tires, construction debris, furniture, car parts, scrap metal, other assorted junk, and all electronic equipment such as televisions, computers, monitors and cell phones. Reuse and recycling of materials is a big component of the Spring Clean Up with several nonprofit and recycling companies accepting materials at no or minimal cost to the City including Bridging (furniture), Re-Cycle (bicycles), Project for Pride in Living (recycling mattresses that cannot be reused). This year residents will also be able to keep their old carpet out of the waste stream by recycling it with Bro-TeX. Bro-TeX recycles the materials from the carpet for use in new carpet, plastic resin, and new carpet pad.

Ramsey County's Household Hazardous Waste collection program will take place during the Spring Clean Up. Ramsey County will accept oil, paint, antifreeze, fluorescent and compact fluorescent bulbs, and household chemicals free of charge.

Also taking place within the Aldrich Arena building during the Spring Clean Up is the Home Improvement and Design Expo (www.MediaMaxEvents.com). Residents can explore up to 100 exhibitors featuring the latest products and services for starting home improvement projects. All participants of the Spring Clean Up will receive a free ticket to the Home Expo.

Maplewood and the Home Expo will be sponsoring a food drive for the Second Harvest Heartland Food Bank. Residents can drop off nonperishable food donations at the Spring Clean Up gate or the Home Expo entry door.

Due to the City's roll out of the Maplewood Trash Plan on October 1, 2012, staff is recommending that the City not hold a Fall Clean-Up event in 2012. Residents in need of bulky item and electronic waste disposal in the fall will be able to do so as part of the plan for a fee.

RECOMMENDATION

Staff recommends approval of the Spring 2012 Clean-Up event and fee schedule. The event is scheduled for April 21, 2012, from 8 a.m. to 1 p.m. at Aldrich Arena. Staff also recommends the cancellation of the Fall 2012 Clean-Up event due to the roll out of the Maplewood Trash Plan on October 1, 2012.

Attachment:

1. Spring 2012 Clean-Up Event Flyer

Spring Clean-Up Event and Home Improvement and Design Expo



Aldrich Arena, 1850 White Bear Avenue

Saturday, April 21

8 a.m. to 1 p.m. - Spring Clean-Up

10 a.m. to 5 p.m. – Home Improvement and Design Expo

Attention Maplewood residents - help Maplewood clean house by participating in the annual Spring Clean-Up event held at Aldrich Arena parking lot. When you're done cleaning up, get a head start on your next home improvement project by attending the Home Improvement and Design Expo in the Aldrich Arena building. All participants of the Spring Clean-Up will receive a FREE ticket to the Home Expo!

What can I dispose of at the Spring Clean Up and how much does it cost? Residents will be able to dispose of appliances, tires, construction debris, furniture, car parts, scrap metal, other assorted junk, and all electronic equipment such as televisions, computers, monitors and cell phones. No yard waste will be accepted. These items can be brought to one of four Ramsey County compost sites. For compost site information visit www.ramseyatoz.com or call 651.633.EASY (24/7). Following is a list of materials accepted at the Spring-Clean Up event and the cost of disposing of those materials:

Type of Load

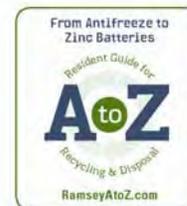
Car and Truck Loads	\$10
SUV/Van/Truck	\$15
Additional Trailer	\$20
Tires on or off rim	\$5
Appliances	\$15

Electronic Waste

Televisions, Computers,	\$5
Monitors, Printers, DVDs, VCR	

Household Hazardous Waste (www.ramseyatoz.com) or 651.633.EASY (24/7) – *No Charge*

In conjunction with Maplewood's Spring Clean-up day, Ramsey County will be collecting household hazardous waste including oil, antifreeze, paint, fluorescent and compact fluorescent bulbs, and other hazardous waste items.



Furniture Collection by Bridging (www.bridging.org) – *No Charge*

A non-profit organization called Bridging will be on site to collect reusable furniture and house wares which will be redistributed free of charge to families in need. Bridging accepts mattresses and box springs in good condition, quality used furniture and cookware. Bridging asks that all donations be free of rips, stains, pet hair and be in good working condition.

Spring Clean-Up Event and Home Improvement and Design Expo



Mattress Collection by Project for Pride in Living (www.pplindustries.org) – *No Charge*
Project for Pride in Living is a non-profit organization that recycles mattresses, box springs, sleeper sofas, futons and water beds that are not reusable and would not be taken by Bridging. Keep these items out of the waste stream by bringing them to our Spring Clean-Up event.

Recycle that Bicycle (www.re-cycle.com) – *No Charge*
Bicycles in any condition will be collected once again by Re-Cycle, a used bicycle shop. Many of the bicycles will be restored and returned to the road for reuse.

Bro-Tex Carpet Recycling (www.brotex.com/carpetrecycling) – *No Charge*
Keep your old carpet out of the waste stream by recycling it with Bro-Tex. Bro-Tex recycles the materials from the carpet for use in new carpet, plastic resin for making plastic parts, plastic drainage pipe, new carpet pad, acoustic matting, sorbent material for water pollutants or as an energy substitute for natural gas and coal. Carpet must be dry, maximum of six-foot wide carpet rolls, tied with string or twine, padding separated from carpet accepted as well.

Food Drive for Second Harvest Heartland Food Bank (www.2harvest.org)
In conjunction with this event, Maplewood will be sponsoring a food drive for the Second Harvest Heartland Food Bank. You can also drop off your food donation at the door as you enter the Home Improvement and Design Expo.

Home Improvement and Design Expo – *Free to All Spring Clean-Up Participants*



Explore up to 100 exhibitors featuring the latest products and services for starting your home improvement project right from the start. Talk with the experts and get free tips and ideas. Meet builders,

remodelers, landscapers, designers and other home improvement professionals. Plus view ongoing speakers, presentations, demonstrations and entertainment.

Fall 2012 Clean Up - Maplewood will not hold a Fall Clean-Up event this year due to the new Maplewood Trash Plan which includes trash collection from all residential properties and begins on October 1, 2012.

Information - For information on the Spring Clean-Up or the Maplewood Trash Plan and how you can dispose of bulky items under the new plan, visit the Maplewood Trash Plan webpage at www.ci.maplewood.mn.us/trash or contact Shann Finwall, Environmental Planner at 651.249.2304.

AGENDA REPORT

TO: Jim Antonen, City Manager
FROM: Karen Guilfoile, Citizen Services Director
DATE: January 31, 2012
SUBJECT: **Temporary Gambling Permit Resolution and Waive Permit Fees for Carver Elementary School**

Introduction

An application has been submitted for a temporary gambling permit by Katie Culshaw on behalf of Carver Elementary School, 2680 Upper Afton Road. This is for a raffle to be held as part of their annual school Spring Carnival event. The event will be held on Friday May 11, 2012 from 5:30 p.m. to 8:30 p.m.

As part of the fundraiser, a one-time event permit for \$225.00 and a temporary food sales permit for \$55.00 have also been applied for. The organizer of the event is requesting the fees for these permits be waived.

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

RESOLUTION

BE IT HEREBY RESOLVED, by the City Council of Maplewood, Minnesota, that the temporary premises permit for lawful gambling is approved for Carver Elementary School, 2680 Upper Afton Road, Maplewood.

FURTHERMORE, that the Maplewood City Council waives any objection to the timeliness of application for said permit as governed by Minnesota Statute §349.213.

FURTHERMORE, that the Maplewood City Council requests that the Gambling Control Division of the Minnesota Department of Gaming approve said permit application as being in compliance with Minnesota Statute §349.213.

NOW, THEREFORE, be it further resolved that this Resolution by the City Council of Maplewood, Minnesota, be forwarded to the Gambling Control Division for their approval.

Recommendation

It is recommended that the Council approve the above resolution for a temporary gambling permit. It is further recommended that the Council approve the fees be waived for a one-time event permit \$225.00 and for a temporary food sales permit \$55.00.

AGENDA REPORT

TO: City Manager

FROM: Finance Manager

RE: Transfers from Tax Increment Funds for 2011

DATE: February 7, 2012

PROPOSAL

It is proposed that the Council authorize the appropriate 2011 budget adjustments and 2011 transfers totaling \$376,040 from the Tax Increment Funds to the Debt Service Funds.

BACKGROUND

Annually transfers are made from Tax Increment Funds to finance debt service costs on tax increment bonds. A breakdown by fund and comparison with the original budget is listed on the attachment. The result of the recommended transfers will be to decrease the fund balance of five Tax Increment Funds to an amount close to the amount that was anticipated in the 2012 Budget.

FINANCIAL IMPACT

There is no financial impact to the city as the proposal is to transfer money between funds.

RECOMMENDATION

It is recommended that the Council authorize the appropriate 2011 budget adjustments and 2011 transfers totaling \$376,040 from the Tax Increment Funds to the Debt Service Funds.

P:\COUNCIL FILES\AGENDAS\2011\02-TIF TRANSFERS.DOC

TRANSFERS FROM TAX INCREMENT FUNDS TO DEBT SERVICE FUNDS

		2011 BUDGET	2011 RE-EST.	2011 ACTUAL
OPERATING TRANSFERS IN TO DEBT SERVICE FUNDS:				
Fund #336	1999B Tax Increment Bonds	66,980	66,980	72,000
Fund #363	2010B Refunding Bonds	303,040	288,280	304,040
<hr/>				
	Total transfers	370,020	355,260	376,040

OPERATING TRANSFERS OUT FROM TIF FUNDS:				
Fund #413	Housing District 1-1	107,920	107,920	110,930
Fund #414	Housing District 1-2	136,540	136,540	149,290
Fund #415	Housing District 1-3	58,580	43,820	43,820
Fund #416	Housing District 1-4	36,840	36,840	40,560
Fund #417	Housing District 1-5	30,140	30,140	31,440
<hr/>				
	Total transfers	370,020	355,260	376,040

AGENDA REPORT

TO: City Manager

FROM: Finance Manager

RE: CARRY OVER OF 2011 APPROPRIATIONS TO 2012

DATE: February 7, 2012

DISCUSSION

It has been past practice to permit the carry over from one year to the next of unspent monies for specific purposes. This involves reductions in the 2011 Budget and corresponding increases in the 2012 Budget. The Finance Manager has determined that the following requests are eligible for carry over.

Fund	Amount	Account No.	For
General Fund	\$6,130	101-301-4480	Republication of City Code
General Fund	15,000	101-301-4025	Temp wages for scanning
General Fund	14,100	101-304-4025	Election wages
General Fund	1,300	101-304-4330	Election postage
General Fund	10,000	101-116-4480	HR Attorney costs
General Fund	45,000	101-115-4430	Trane control panels – City Hall
General Fund	18,500	101-404-4165	35 Motorola pagers
General Fund	35,000	101-514-4180	Salt/sand material
General Fund	80,000	101-402-4165	Squad laptops – 20
General Fund	28,000	101-402-4610	Squad car – 1
Fire Truck Replacement Fund	45,000	424-000-4610	Refurbish fire vehicle
Fire Training Facility Fund	3,608,780	440-000-4660	Fire Training facility expenditures
Storm Cleanup Fund	73,600	444-000-4759	Storm cleanup expenditures
City Dump Remediation Fund	<u>12,600</u>	446-000-4490	City dump remediation expenditures
	\$3,993,010	Total for all funds	

In addition, the budgets for grant funds not yet received should be carried over from 2011 to 2012.

Fund	Amount	Account No.	For
Fire Training Facility State Aid	\$3,000,000	440-000-3530	Balance of state aid funds
Fire Training Facility County Aid	<u>450,000</u>	440-000-3534	Balance of county aid funds
	\$3,450,000	Total for all funds	

RECOMMENDATION

It is recommended that the City Council approve the carry over requests listed above and authorize the Finance Manager to reduce the 2012 budget as needed for any carry over amount that is not used for its specified purpose.

AGENDA REPORT

TO: City Council

FROM: Terrie Rameaux, Human Resource Coordinator
Chuck Ahl, Assistant City Manager

SUBJECT: Approval of 2012 Service Agreement between City of Maplewood and Financial Concepts, Inc. (FCI)

DATE: January 26, 2012

INTRODUCTION/SUMMARY

FCI provided the City of Maplewood with insurance broker services starting in 2010 at a renegotiated cost of \$45,000. This was a reduction of \$31,000 from 2009. They were paid directly by Medica through insurance premiums paid by the City and the employees. Their reduced cost of \$45,000 has remained consistent since 2010. There is no increase in cost from 2011 to 2012, so there is no budget impact.

FCI works closely with Terrie Rameaux, Chuck Ahl and the Labor Management Insurance Committee to represent the City and Committee's interests in securing competitive bids and successfully bringing insurance costs down. They have a demonstrated track record of responsiveness, professionalism and attention to detail and have provided excellent customer service to the City. They have also provided additional ongoing support in the last year to the City's Wellness Committee. The service agreement is provided for approval and execution as part of this agenda item.

RECOMMENDED ACTION

It is recommended that the City Council approve the attached service agreement with Financial Concepts, Inc. for the year 2012.

Attachment:

1. 2012 Service Agreement between City of Maplewood and Financial Concepts, Inc.



January 11, 2012

Terrie Rameaux
City of Maplewood
1830 County Rd B East
Maplewood, MN 55109

Dear Terrie:

The following outlines the services Financial Concepts, Inc. (FCI) will provide to the City of Maplewood relative to your employee benefit plans (health, dental & cobra) for the period of January 1, 2012 through December 31, 2012.

Strategic Plan

Financial Concepts, Inc. provides financial consulting and support to assist the City of Maplewood with development of a strategic benefits plan, including:

- Perform separate analysis of each employee benefit plan to determine efficiency and integration.
- Review insurance plan designs and claims experience, as needed, for each benefit.
- Analyze competitiveness of plan positioning, taking into account plan design, employee choice, and both employer and employee costs.
- Recommend plan design and financial funding alternatives based on analysis and strategic objectives.
- Assist in preparation of budget projections.
- Work with the City of Maplewood to establish a renewal strategy encompassing all the components of a cost effective, high quality benefit plan for the upcoming, and future, benefit renewals.

Compliance

Financial Concepts, Inc. provides compliance services that are critical to managing your benefit plans, including:

- Assist Human Resources staff with compliance related issues through training seminars, newsletters and correspondence.
- Review industry, legislative and regulatory developments and consultative recommendations relating to employee benefits.



- Provide consultation on employee relations issues, as needed.
- Grant access to FCI's online human resources library of explanations and analysis of laws, trends and developments in benefits and related areas.
- Offer ten hours of legal services annually with an attorney named by FCI.

Renewal and Plan Service

Financial Concepts, Inc. provides full carrier management services critical to the renewal process and maintenance of your benefit plans. It is our understanding that the objective is to provide a high level of benefits to the City of Maplewood and to keep these benefits within current and future budgets. FCI employs our proprietary benefits management process to help the City of Maplewood anticipate cost increases and proactively implement cost containment measures, including:

- Negotiate with each carrier on renewals.
- Manage the proposal process to ensure competitive programs and pricing.
- Recommend plan design alternatives to best manage costs and offer a competitive benefits package for employees.
- Secure attractive financial alternatives.
- Negotiate rate guarantees and caps with the carriers, if available.
- Resolve escalated and non-standard carrier issues, including assistance with irreconcilable claims, enrollment and billing concerns.
- Improve access to claims reporting through our Decision Master Report powered by Zywave once a year, as needed.

Employee Communication

Financial Concepts, Inc. provides assistance to the City of Maplewood in designing and delivering an employee communications strategy that aligns with your strategic benefit initiatives. Deliverables may include:

- Conduct/review employee surveys to provide objective and subjective feedback to management, if applicable.
- Develop and continuously review effective communication methods to educate the City of Maplewood's employees on their benefits package and the strategic benefit objectives.
- Conduct employee education meetings related to the City of Maplewood's health & welfare benefits.



The City of Maplewood Support

Financial Concepts, Inc. may require the assistance of the City of Maplewood personnel, including:

- Management's input on the City of Maplewood's strategic benefit objectives – short-, mid- and long-term.
- Direction on management objectives related to the adoption of the various plans.
- Communications strategy input and support.
- Support in obtaining benefit plan claims data.
- Confidential census information for renewal purposes.

Service Agreement

Financial Concepts Inc. will receive compensation based on their services, for the health and welfare plans, in the amount of \$45,000, beginning January 1, 2012 through December 31, 2012. This amount is paid by the product vendors on a monthly basis. The City of Maplewood and Financial Concepts will review the fee annually to determine if any adjustments need to be made for the upcoming benefits plan year.

City of Maplewood agrees that Financial Concepts, Inc. will remain the broker of record with all vendors for the entire contract period between City of Maplewood and said vendors. If for some reason, other than Cause, Financial Concepts, Inc. is not the broker of record with the vendors, we agree to pay Financial Concepts, Inc. for the balance of the compensation not yet received through the vendors for the contract period.

Either party may terminate this agreement with 30 days advance written notice delivered to the party with "Cause". Cause shall be defined as (i) the failure to perform any material term of this Agreement, or (ii) material dishonesty in the performance of services under this Agreement.

The parties hereby acknowledge that the services described above, which are provided by Financial Concepts, Inc. under the letter agreement, "do not relate to an employee benefit plan" in the context of Section 514 of ERISA.

As a subsidiary of National Financial Partners Corp. ("NFP"), we are a member of a financial services network containing approximately 200 owned firms and approximately 300 affiliated firms. Firms within the NFP network engage in one or more of its primary lines of business,



which include corporate and executive benefits and property and casualty insurance brokerage. Firms are compensated through fee and commissions for services provided to clients in each of these lines of business. In addition to the standard commissions received for the services provided to you, we or our affiliates may earn additional compensation for our role in providing certain products and services to you under separate contracts with insurance companies and group benefits providers. Insurance companies and group benefits providers may pay us or our affiliate's contingent compensation upon satisfaction of factors such as volume, persistency or profitability of the business placed with such insurance company or group benefits provider. In addition, such product and service providers may pay us or our affiliates fixed amounts related to the support of NFP company conferences, conventions and other marketing efforts.

If the foregoing is in accordance with your understanding, please sign and return to us the duplicate copy of this letter.

Sincerely yours,

A handwritten signature in blue ink, appearing to read "James R. Sarych", is written over a horizontal line.

James R. Sarych, Principal
Financial Concepts, Inc.

Accepted By: _____

Date: _____



Renewal Rate Verification Agreement

Group Name:	City of Maplewood
Group Number(s):	58691, 47983, 58672, 58669, 58671
Insurance Type:	Medical
Insurance Carrier:	Medica
Renewal Date:	January 1, 2012

Category	Current Rates	Category	Renewal Rates
ME/MES 100%-\$25		ME/MES 100%-\$25	
Single	\$648.82	Single	N/A
Family	\$1,591.20	Family	
MIC 80%-\$25		MIC 80%-\$25	
Single	\$671.90	Single	N/A
Family	\$1,647.78	Family	
MIC HRA \$2500-100%		MIC HRA \$2500-100%	
Single	\$508.55	Single	\$584.83
Family	\$1,247.65	Family	\$1,434.80
ME/MES HRA \$2500-100%		ME/MES HRA \$2500-100%	
Single	N/A	Single	\$538.04
Family		Family	\$1,320.02

City of Maplewood agrees that Financial Concepts, Inc. will remain the Broker of Record and receive all compensation for this contract between City of Maplewood & Medica for the contract period of January 1, 2012 through December 31, 2012.



 Financial Concepts, Inc.

 Date 1/12/2012

 City of Maplewood

 Date



Renewal Rate Verification Agreement

Group Name:	City of Maplewood
Group Number(s):	3199
Insurance Type:	Dental
Insurance Carrier:	HealthPartners
Renewal Date:	January 1, 2012

Category	Current Rates	Renewal Rates
Employee	\$38.94	\$42.05
Employee + 1	\$79.52	\$85.88
Employee/Children	\$97.50	\$105.30
Family	\$138.17	\$149.22

City of Maplewood agrees that Financial Concepts, Inc. will remain the Broker of Record and receive all compensation for this contract between City of Maplewood & HealthPartners for the contract period of January 1, 2012 through December 31, 2012.



 Financial Concepts, Inc.

 1/12/2012

 Date

 City of Maplewood

 Date

AGENDA REPORT

TO: City Council

FROM: Terrie Rameaux, Human Resource Coordinator
Chuck Ahl, Assistant City Manager

SUBJECT: Approval of 2012 Master Group Contract between City of Maplewood and Medica Insurance Company

DATE: February 2, 2012

INTRODUCTION/SUMMARY

As a result of the City's Insurance Labor-Management renewal process in late 2011, Medica will once again be the health insurance provider for City of Maplewood employees eligible for City-paid health insurance. Our contract year with Medica runs January 1 through December 31st. Attached is the master group contract for our high deductible plans. This contract is provided for approval and execution as part of this agenda item.

RECOMMENDED ACTION

It is recommended that the master group contract with Medica Insurance Company for 2012 be approved.

Attachment:

1. Master Group Contract for High Deductible Plans, Group #47983, 58669 & 58671

**MASTER GROUP CONTRACT
BETWEEN
CITY OF MAPLEWOOD
AND
MEDICA INSURANCE COMPANY**

**MEDICA INSURANCE COMPANY ("MEDICA")
MASTER GROUP CONTRACT**

**ARTICLE 1
INTRODUCTION**

This Master Group Contract ("Contract") is entered into by and between Medica Insurance Company ("Medica") and the employer group identified in Exhibit 1 ("Employer"). This Contract includes Exhibit 1, Exhibit 2, the Certificate of Coverage ("Certificate"), and any Amendments. This Contract includes the coverage option(s) set forth in Exhibit 2, offered by the Employer under a single group health plan. This Contract is delivered in the state of Minnesota.

The capitalized terms used in this Contract have the same meanings given to those terms defined in the Certificate, unless otherwise specifically defined in this Contract.

If this Contract is purchased by Employer to provide benefits under an employee welfare benefit plan governed by the Employee Retirement Income Security Act, 29 U.S.C. 1001, et seq. ("ERISA"), this Contract is governed by ERISA and, to the extent state law applies, the laws of the State of Minnesota. If this Contract is not governed by ERISA, it is governed by the laws of the State of Minnesota. If this Contract is governed by ERISA, any legal action arising out of or relating to this Contract shall be brought in the federal district court for the district of Minnesota. If this Contract is not governed by ERISA, any legal action arising out of or relating to this Contract shall be brought in state court in Hennepin County, Minnesota.

In consideration of payment of the Premiums by the Employer and payment of applicable Deductibles, Copayments, and Coinsurance by or for Members, Medica will provide coverage for the Benefits set forth in the Certificate and any amendments, subject to all terms and conditions, including limitations and exclusions, in this Contract.

This Contract replaces and supersedes any previous agreements between Employer and Medica relating to Benefits.

Medica shall not be deemed or construed to be an employer for any purpose with respect to the administration or provision of benefits under Employer's welfare benefit plan. Medica shall not be responsible for fulfilling any duties or obligations of Employer with respect to Employer's benefit plan.

**ARTICLE 2
TERM OF CONTRACT**

Section 2.1 Term and Renewal. The initial Term of this Contract is set forth in Exhibit 1.

At least 30 days before each Expiration Date, as set forth in Exhibit 1, Medica shall notify Employer of any modifications to this Contract, including Premiums and Benefits for the next term of this Contract ("Renewal Terms"). If Employer accepts the Renewal Terms or if Employer and Medica agree on different Renewal Terms, this Contract is renewed for the additional term, unless Medica terminates this Contract pursuant to Section 2.2.

Section 2.2 Termination of This Contract. Employer may terminate this Contract after at least 30 days written notice to Medica. This Contract is guaranteed renewable and will not be terminated by Medica except for the following reasons and will be effective as stated below. Except as specified otherwise, terminations for the reasons stated below require at least 30 days written notice from Medica:

- (a) Upon notice to an authorized representative of the Employer that Employer failed to pay the required Premium when due, provided, however, that this Contract can be reinstated

pursuant to Section 5.2. If Employer fails to pay the required Premium within the grace period described in Section 5.2, the Contract will be terminated, subject to a 30-day advance written notice of termination by Medica to Employer. The date of the termination shall be retroactive to not more than 30 days prior to the effective date of the notice of termination;

- (b) On the date specified by Medica because Employer committed fraud (through act, practice, or omission) or intentionally provided Medica with false information material to the execution of this Contract or to the provision of Benefits under this Contract. Medica has the right to rescind this Contract back to the original effective date;
- (c) On the date specified by Medica due to Employer's violation of the participation or contribution rules as determined by Medica;
- (d) Automatically on the date Employer ceases to do business pursuant to 11 U.S.C. Chapter 7;
- (e) Automatically on the date Employer ceases to do business for any reason;
- (f) On the date specified by Medica, after at least 90 days prior written notice to Employer, that this Contract is terminated because Medica will no longer issue this particular type of group health benefit plan within the applicable employer market;
- (g) On the date specified by Medica, after at least 180 days prior written notice to the applicable state authority and Employer, that this Contract will be terminated because Medica will no longer renew or issue any employer health benefit plan within the applicable employer market;
- (h) If this Contract is made available to Employer only through one or more bona fide associations, on the date specified by Medica after Employer's membership in the association ceases;
- (i) Automatically on the date that Employer fails to maintain any active employees who are Subscribers;
- (j) Any other reasons or grounds permitted by the licensing laws and regulations governing Medica.

Notwithstanding the above, Medica may modify the Premium rate and/or the coverage at renewal. Nonrenewal of coverage as a result of failure of Medica and the Employer to reach agreement with respect to modifications in the Premium rate or coverage shall not be considered a failure of Medica to provide coverage on a guaranteed renewable basis.

Section 2.3 Notice of Termination.

Medica will notify Employer in writing if Medica terminates this Contract for any reason.

In accordance with applicable law, Medica will notify Subscribers in writing if Medica terminates this Contract pursuant to Section 2.2(a), (b), (d), (f), or (g).

Employer will provide timely written notification to Subscribers in all circumstances for which Medica does not provide written notification to Subscribers.

Section 2.4 Effect of Termination. In the event of termination of this Contract:

- (a) All Benefits under this Contract will end at 12:00 midnight Central Time on the effective date of termination;
- (b) Medica will not be responsible for any Claims for health services received by Members after the effective date of the termination; and
- (c) Employer shall be and shall remain liable to Medica for the payment of any and all Premiums that are unpaid at the time of termination.

**ARTICLE 3
ENROLLMENT AND ELIGIBILITY**

Section 3.1 Eligibility. The Eligibility conditions stated in Exhibit 1 of this Contract govern who is eligible to enroll under this Contract. The eligibility conditions stated in Exhibit 1 are in addition to those specified in the Certificate.

Section 3.2 Enrollment. The Certificate governs when eligible employees and eligible dependents may enroll for coverage under this Contract, including the Initial Enrollment Period, Open Enrollment Period, and any applicable Special Enrollment Periods. Employer shall conduct the Initial Enrollment Period and Open Enrollment Period. Employer shall cooperate with Medica to ensure appropriate enrollment of Members under the Contract.

Section 3.3 Qualified Medical Child Support Orders. Employer will establish, maintain, and enforce all written procedures for determining whether a child support order is a qualified medical child support order as defined by ERISA. Employer will provide Medica with notice of such determination and a copy of the order, along with an application for coverage, within the greater of 30 days after issuance of the order or the time in which Employer provides notice of its determination to the persons specified in the order.

When and if Employer receives notice that the child has designated a representative or of the existence of a legal guardian or custodial parent of the child, Employer shall promptly notify Medica of such person(s).

Medica shall have no responsibility for:

- (i) establishing, maintaining, or enforcing the procedures described above;
- (ii) determining whether a support order is qualified; or
- (iii) providing required notices to the child or the designated representative.

Section 3.4 Eligibility and Enrollment Decisions. Subject to applicable law and the terms of this Contract, Employer has discretion to determine whether employees and their dependents are eligible to enroll for coverage under this Contract. Medica shall be entitled to rely upon Employer's determination regarding an employee's and/or dependent's eligibility to enroll for coverage under this Contract. The Employer will be responsible for maintaining information verifying its continuing eligibility and the continuing eligibility of its eligible Subscribers and eligible Dependents. This information shall be provided to Medica as reasonably requested by Medica. The Employer shall also maintain written documentation of a waiver of coverage by an eligible Subscriber or eligible Dependent and provide this documentation to Medica upon reasonable request.

Section 3.5 Notification. The Employer must notify Medica within 30 days of an individual's initial enrollment application, changes to a Member's name or address, changes to a Member's eligibility for coverage (including a loss of eligibility), or other changes to enrollment.

Section 3.6 Multiple Benefit Package Options. Subscribers and enrolled Dependents may only switch between Employer's health coverage options offered under the Contract during a Special Enrollment Period, or the Open Enrollment Period, if applicable, as described in the Certificate.

**ARTICLE 4
ELECTRONIC DELIVERY OF INSURANCE DOCUMENTS**

The Employer agrees to deliver, as Medica's agent, insurance documents required by law to be furnished to Subscribers. These documents shall be furnished by Medica to the Employer for delivery to Subscribers. The Employer shall not modify these documents in any way. The Employer agrees to deliver such documents electronically to the extent permissible under Title I

of the Employee Retirement Income Security Act of 1974, Department of Labor Regulation § 2520.104b-1(c), if applicable, and Minn. Stat. § 72A.20, subd. 37. Such documents shall be delivered electronically only to Subscribers who meet the following requirements: (a) has the ability to access an electronic document effectively at any location where the Subscriber is reasonably expected to perform his or her duties as an employee, and (b) with respect to whom access to the plan sponsor's electronic information system is an integral part of those duties.

The Employer shall implement procedures that ensure actual receipt of these documents and notify Subscribers of the significance of the materials at the time of delivery. In addition, the Employer shall inform the recipient of his or her right to request a paper version of these documents, and an expedient process for doing so. Upon such a request, Employer shall furnish the recipient with paper copies supplied by Medica. Employer shall inform Medica of individuals who do not qualify for electronic delivery because they do not meet the requirements regarding access to a computer, or they are not in the workplace, including but not limited to those on continuation coverage, on retiree coverage, or covered pursuant to a qualified medical child support order. Employer shall provide the individual's mailing information to Medica so that Medica can provide the documents.

ARTICLE 5 PREMIUMS

Section 5.1 Monthly Premiums.

The monthly Premiums for this Contract are: set forth in Exhibit 2.

The Premiums are due on the **first** day of each calendar month. Employer shall pay the Premiums to Medica in accordance with the method set forth in the invoice.

Employer shall notify Medica in writing:

- (a) each month of any changes in the coverage classification of any Subscriber; and
- (b) within 30 days after the effective date of enrollments, terminations or other changes regarding Members.

Section 5.2 Grace Period and Reinstatement. Employer has a grace period of **10** days after the due date stated in Section 5.1 to pay the monthly Premiums. If Employer fails to pay the Premium, the Contract will be terminated in accordance with Section 2.2(a). This Contract will be reinstated if Employer pays all of the Premiums owed on or before the end of the grace period. In the event this Contract is not reinstated pursuant to this Section, Medica shall not be responsible for any Claims for health services received by Members after the effective date of the termination.

Section 5.3 Premium Calculation. The monthly Premiums owed by Employer shall be calculated by Medica using the number of Subscribers in each coverage classification according to Medica's records at the time of the calculation. Subject to Section 5.4, Employer may make adjustments to its payment of Premiums for any additions or terminations of Members submitted by Employer but not yet reflected in Medica's calculations.

A full calendar month's Premiums shall be charged for Members whose effective date falls on or before the 15th day of that calendar month. No Premium shall be charged for Members whose effective date falls after the 15th day of that calendar month. With the exception of termination of coverage due to a Member's death, a Member's coverage may be terminated only at the end of a calendar month and a full Premium rate for that month will apply. In the case of a Member's death, that Member's coverage will be terminated on the date of death.

Section 5.4 Retroactive Adjustments. In accordance with applicable law and this Agreement, retroactive adjustments may be made for addition of Members, changes in

Members' coverage classifications, and certain terminations of Members not reflected in Medica's records at the time the monthly Premiums were calculated by Medica. Employer understands and acknowledges that federal law prohibits the retroactive termination of a Member's coverage except in instances of fraud, intentional misrepresentation of material fact, or failure to timely pay premiums or premium contributions. Employer agrees that it will not request retroactive termination of any Member's coverage if such termination is prohibited by law. Notwithstanding the foregoing, no retroactive credit will be granted for any month in which a Member received Benefits. No retroactive adjustments to enrollment or Premium refund shall be granted for any change occurring more than 60 days prior to the date Medica received notification of the change from Employer.

Notwithstanding the foregoing, Employer shall pay a Premium for any month during which a Member received Benefits (except as described in Section 5.3).

Section 5.5 Premium Changes. Medica may change the Premiums after 30 days prior written notice to Employer.

Section 5.6 Employer Fees. Medica may charge Employer:

- (a) a late payment charge in the form of a finance charge of 12% per annum for any Premiums not received by the due date; and
- (b) a service charge for any non-sufficient-fund check received in payment of the Premiums.
- (c) an administrative service fee of \$250.00 at time of request for reinstatement.

Section 5.7 Premium Rebate Administration (When Applicable).

- (a) **General Obligation.** In accordance with the Patient Protection and Affordable Care Act ("PPACA"), Medica is obligated to provide a rebate to each Subscriber and group policy holder (such as Employer) obtaining coverage in the large group market if the ratio of Medica's premium revenue spent on claims expenses and health care quality improvement activities for the large group market is less than eighty-five percent (85%) of Medica's total premium revenue (minus certain taxes and fees) for that group market. PPACA requires Medica to make such determinations on a calendar year basis, regardless of the Effective Date and Expiration Date of this Contract.
- (b) **Rebate Determinations and Remittances.** Medica agrees to determine whether such rebates are owed under this Contract and, if applicable, remit to Employer either: (i) the full amount of such rebates (that is, the rebate amount owed based on the full Premium payment—including both Employer-paid and Subscriber-paid portions of said payment); or, at Medica's sole option, (ii) the Employer-paid portion of such rebates, only (in which case, Medica would remit the Subscriber-paid portion of such rebates directly to Subscribers). If Medica remits the full amount of such rebates to Employer (as described in (b)(i) above), Medica shall remit such payment no later than July 1 of the calendar year following any calendar year during which this Contract was in effect (for all or part of the year), and for which a rebate is owed (for all or part of the year). In the event Medica elects to remit the Subscriber-paid portion of such rebates directly to the applicable Subscribers (as described in (b)(ii) above), Medica shall remit rebate payments no later than August 1 of the calendar year following any calendar year during which this Contract was in effect (for all or part of the year), and for which a rebate is owed (for all or part of the year).
- (c) **Form of Rebates.** Medica may, in its sole discretion, elect to provide any such rebates owed in the form of a premium credit, a lump-sum check, or a lump-sum credit to the account used to pay the premium.
- (d) **Rebate Distributions.** Upon written request by Medica, Employer agrees to distribute to Subscribers (including former Subscribers) that portion of any such rebate attributable to the

Subscriber-paid portion of the applicable Premium payment. Employer agrees to disburse any unclaimed rebates attributable to the Subscriber-paid portion of such rebates in accordance with applicable state law governing unclaimed property.

- (e) Information Required to Support Rebate Distributions. Under PPACA, Medica is required to collect and retain (for audit by the federal Department of Health and Human Services) the following information—which information Employer agrees to supply to Medica upon Medica’s written request: (i) the amount of Premium paid by each Subscriber; (ii) the amount of Premium paid by Employer; (iii) the amount of rebate distributed to each Subscriber; (iv) the amount of rebate retained by Employer; and (v) the amount of unclaimed rebates and how and when they were distributed.

**ARTICLE 6
INDEMNIFICATION**

Medica will hold harmless and indemnify Employer against any and all claims, liabilities, damages, or judgments asserted against, imposed upon or incurred by Employer, including reasonable attorney fees and costs, that arise out of Medica’s negligent acts or omissions in the discharge of its responsibilities to a Member.

Employer will hold harmless and indemnify Medica against any and all claims, liabilities, damages, or judgments asserted against, imposed upon, or incurred by Medica, including reasonable attorney fees and costs, that arise out of Employer’s or Employer’s employees’, agents’, and representatives’ negligent acts or omissions in the discharge of its or their responsibilities under this Contract.

Employer and Medica shall promptly notify the other of any potential or actual claim for which the other party may be responsible under this Article 6.

**ARTICLE 7
ADMINISTRATIVE SERVICES**

The services necessary to administer this Contract and the Benefits provided under it will be provided in accordance with Medica’s or its designee’s standard administrative procedures. If Employer requests such administrative services be provided in a manner other than in accordance with these standard procedures, including requests for non-standard reports, and if Medica agrees to provide such non-standard administrative services, Employer shall pay for such services or reports at Medica’s or its designee’s then-current charges for such services or reports.

**ARTICLE 8
CLERICAL ERROR**

A Member will not be deprived of coverage under the Contract because of a clerical error. Furthermore, a Member will not be eligible for coverage beyond the scheduled termination date because of a failure to record the termination.

**ARTICLE 9
ERISA**

When this Contract is entered into by Employer to provide benefits under an employee welfare benefit plan governed by ERISA, Medica shall not be named as and shall not be the plan administrator of the employee welfare benefit plan, as that term is used in ERISA. Medica shall only be considered a named fiduciary for purposes of claims adjudication.

The parties agree that Medica has sole, final, and exclusive discretion to:

- (a) interpret and construe the Benefits under the Contract;
- (b) interpret and construe the other terms, conditions, limitations, and exclusions set out in the Contract;
- (c) change, interpret, modify, withdraw, or add Benefits without approval by Members; and
- (d) make factual determinations related to the Contract and the Benefits.

For purposes of overall cost savings or efficiency, Medica may, in its sole discretion, provide services that would otherwise not be Benefits. The fact that Medica does so in any particular case shall not in any way be deemed to require it to do so in other similar cases.

Medica may, from time to time, delegate discretionary authority to other persons or entities providing services under this Contract.

ARTICLE 10 DATA OWNERSHIP AND USE

Information and data acquired, developed, generated, or maintained by Medica in the course of performing under this Contract shall be Medica's sole property. Except as this Contract or applicable law requires otherwise, Medica shall have no obligation to release such information or data to Employer. Medica may, in its sole discretion, release such information or data to Employer, but only to the extent permitted by law and subject to any restrictions determined by Medica.

ARTICLE 11 CONTINUATION OF COVERAGE

Medica shall provide coverage under this Contract to those Members who are eligible to continue coverage under federal or state law.

Medica will not provide any administrative duties with respect to Employer's compliance with federal or state continuation of coverage laws. All duties of the Employer, including, but not limited to, notifying Members regarding federal and state law continuation rights and Premium billing and collection, remain Employer's sole responsibility.

ARTICLE 12 CERTIFICATION OF QUALIFYING COVERAGE FORMS

As required by the Health Insurance Portability and Accountability Act of 1996 (HIPAA), Medica will produce Certification of Qualifying Coverage forms for Members whose coverage under this Contract terminates or upon request by Members. The Certification of Qualifying Coverage forms will be based on the eligibility and termination data Employer provides to Medica. Employer shall provide all necessary eligibility and termination data to Medica in accordance with Medica's data specifications. The Certification of Qualifying Coverage forms will only include periods of coverage Medica administers under this Contract.

ARTICLE 13 NONDISCRIMINATION

In accordance with the Patient Protection and Affordable Care Act ("PPACA"), fully-insured group health plans other than grandfathered plans are generally subject to nondiscrimination rules similar to those applicable to self-insured health plans under Section 105(h) of the Internal Revenue Code. Medica assumes no responsibility for compliance with such rules. Employer, as the sponsor of the insured employee benefit plan, shall be responsible for ensuring

compliance with all PPACA nondiscrimination requirements applicable to the insurance coverage, including but not limited to payment of any and all governmental or regulatory taxes, penalties, interest, or other charges resulting from noncompliance with applicable nondiscrimination requirements. Employer, as the sponsor of the insured employee benefit plan, is solely responsible (1) for determining whether, with respect to its employee workforce, the aspects of a particular insurance contract are discriminatory under PPACA, and (2) for appropriately addressing the situation if it is discriminatory under PPACA (including but not limited to correcting, self-reporting, and payment of any penalties and interest related to the discrimination).

ARTICLE 14 AMENDMENTS AND ALTERATIONS

Section 14.1 Standard Amendments. Except as provided in Section 14.2, amendments to this Contract are effective 30 days after Medica sends Employer a written amendment. Unless regulatory authorities direct otherwise, Employer's signature will not be required. No Medica agent or broker has authority to change this Contract or to waive any of its provisions.

Section 14.2 Regulatory Amendment. Medica may amend this Contract to comply with requirements of state and federal law ("Regulatory Amendment") and shall issue to Employer such Regulatory Amendment and give Employer notice of its effective date. The Regulatory Amendment will not require Employer's consent and, unless regulatory authorities direct otherwise, Employer's signature will not be required. Any provision of this Contract that conflicts with the terms of applicable federal or state laws is deemed amended to conform to the minimum requirements of such laws.

ARTICLE 15 ASSIGNMENT

Neither party shall have the right to assign any of its rights and responsibilities under the Contract to any person, corporation, or entity without the prior written consent of the other party; provided, however, that Medica may, without the prior written consent of the Employer, assign the Contract to any entity that controls Medica, is controlled by Medica, or is under common control with Medica. In the event of assignment, the Contract shall be binding upon and inure to the benefit of each party's successors and assigns.

ARTICLE 16 DISPUTE RESOLUTION

In the event that any dispute, claim, or controversy of any kind or nature relating to this Contract arises between the parties, the parties agree to meet and make a good faith effort to resolve the dispute. The party requesting the meeting shall provide the other, in advance of the meeting, with written notice of the claimed dispute. Upon receipt of the written notice, representatives for each party shall meet promptly to attempt to resolve the dispute. If a mutually agreeable resolution is not reached within thirty (30) days following receipt of the written notice, either party may pursue legal action in accordance with the terms of this Contract. The parties may mutually agree to waive the informal dispute resolution process set forth herein. Any such waiver must be in writing and executed by both parties.

ARTICLE 17 TIME LIMIT ON CERTAIN DEFENSES

No statement made by Employer, except a fraudulent statement, shall be used to void this Contract after it has been in force for a period of 2 years.

**ARTICLE 18
RELATIONSHIP BETWEEN PARTIES**

The relationship between Employer and any Member is that of Employer and Subscriber, Dependent, or other coverage classification as defined in this Contract.

The relationships between Medica and Network Providers and the relationship between Medica and Employer are **solely** contractual relationships between independent contractors. Network Providers and Employer are not agents or employees of Medica. Medica and its employees are not agents or employees of Network Providers or Employer.

The relationship between a Network Provider and any Member is that of provider and patient and the Network Provider is solely responsible for the services provided to any Member.

**ARTICLE 19
EMPLOYER RECORDS**

Employer shall furnish Medica with all information and proofs that Medica may reasonably require with regard to any matters pertaining to this Contract. Medica may at any reasonable time inspect all documents furnished to Employer by an individual in connection with the Benefits, Employer's payroll records, and any other records pertinent to the Benefits under this Contract.

Unless Employer provides the appropriate written assurances required by 45 CFR 164.504, Medica will only provide Employer with summary health information (for the purposes of obtaining premium bids or for modifying, amending, or terminating the group health plan only) and information on whether individuals are participating in the group health plan, or is enrolled in or has disenrolled from the health plan as provided in 45 CFR 164.504 (f)(1) and the minimum necessary information for purposes of auditing Medica's operations or services.

**ARTICLE 20
NOTICE**

Except as provided in Article 2, notice given by Medica to an authorized representative of Employer will be deemed notice to all Members.

All notices to Medica shall be sent to the address stated in the Acceptance of Contract. All notices to Employer shall be sent to the persons and addresses stated in the Group Application. All notices to Medica and Employer shall be deemed delivered:

- (a) if delivered in person, on the date delivered in person;
- (b) if delivered by a courier, on the date stated by the courier;
- (c) if delivered by an express mail service, on the date stated by the mail service vendor; or
- (d) if delivered by United States mail, 3 business days after date of mailing.

A party can change its address for receiving notices by providing the other party a written notice of the change.

**ARTICLE 21
COMMON LAW**

No language contained in the Contract constitutes a waiver of Medica's rights under common law.

ACCEPTANCE OF CONTRACT

This Contract is deemed accepted by Employer upon the earlier of Medica's receipt of Employer's first payment of the Premium or upon Employer's execution of this Contract by its duly authorized representative. This Contract is deemed accepted by Medica upon Medica's deposit of Employer's first payment of the Premium. Such acceptance renders all terms and provisions herein binding on Medica and the Employer.

IN WITNESS WHEREOF, Medica has caused this Contract to be executed on this January 24, 2012, to take effect on the Effective Date stated in Exhibit 1 to this Contract.

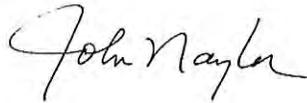
MEDICA INSURANCE COMPANY

401 Carlson Parkway
Minnetonka, MN 55305
(952) 992-2200

Billing Address:
NW 7958
PO Box 1450
Minneapolis, MN 55485-7958

Mailing Address:
PO Box 9310
Minneapolis, MN 55440

By:



John Naylor
Vice President and General Manager
Commercial Sales

By:



James P. Jacobson
Senior Vice President and Assistant Secretary

EMPLOYER

City of Maplewood

Address: 1830 County Road B East
Maplewood, MN 55109

By: _____

Title: _____

Date: _____

EXHIBIT 1

1. **Parties.** The parties to this Master Group Contract ("Contract") are Medica Insurance Company ("Medica") and the employer group City of Maplewood ("Employer"), an employer under Minnesota law and other applicable law.
2. **Effective Date and Expiration Date of this Contract.** This Contract is effective from 01/01/2012 ("Effective Date") to 12/31/2012 ("Expiration Date"). All coverage under this Contract begins at 12:01 a.m. Central Time.
3. **Amendment(s) Number:** Amendments attached as applicable for benefit package log (BPL) as listed in Exhibit 2.
4. **Eligibility.** The following conditions are in addition to those specified in the Certificate:

4.1 Eligibility to Enroll.

A Subscriber and his or her Dependents who satisfy the eligibility conditions stated in this Contract are eligible to enroll for coverage under this Contract. Any person who does not satisfy the definition of Subscriber or Dependent is not eligible for coverage under this Contract.

A Subscriber and his or her Dependents must meet the eligibility requirements described below and in the entire Contract.

4.2 Subscriber Definition.

An employee eligible to enroll under the Contract as a Subscriber must be an individual who satisfies the Employer participation and eligibility requirements as defined below. The term "Subscriber" as used in the Contract will include the types of employees and conditions identified below:

Classifications

Applicable Waiting Period or Effective Date

1. Employees: Full-time employees working a minimum of 30 hours/week

New Hires: Date of hire
Status Change: Date of change
Return: Date of return

EXHIBIT 2

Premiums

The monthly Premiums for MIC PPMN 2500-100%, group number(s) 47983, BPL #64200 are:

Single	\$584.83
Family	\$1,434.80

The monthly Premiums for MIC ME/MESMN 2500-100%, group number(s) 58669, 58671, BPL #64201 are:

Single	\$538.04
Family	\$1,320.02

AGENDA REPORT

TO: James Antonen, City Manager
FROM: Steve Lukin, Fire Chief
SUBJECT: Resolution Accepting Donations to the Fire Department
from Residential Mortgage Group
DATE: February 13, 2012

INTRODUCTION

The fire department has received a donation from RMG (Residential Mortgage Group) and city council approval is required before this donation can be accepted.

BACKGROUND

RMG sent the fire department a \$100 check as part of their charitable donation program called "*Refer a friend*". *Build your community.*"

In the letter accompanying the donation, it was explained that when a mortgage is closed with RMG, a donation will be made to a local school, fire or police department on behalf of the client; and it is the client's choice which group will be the beneficiary of the donation. RMG instituted this program because it lets their clients directly improve the communities where they will be living. The company's goal is to donate at least \$200,000 to communities this year.

The clients who designated the Maplewood Fire Department for their \$100 donation in conjunction with their loan closing are Karen Carlson and Tracy Sellin.

RECOMMENDATION

I recommend that the city council approve to accept this \$100 donation and that the necessary budget adjustments be made so the funds can be expended by the fire department as needed.

RESOLUTION AUTHORIZING GIFT TO CITY

WHEREAS, Maplewood is AUTHORIZED to receive and accept grants, gifts and devices of real and personal property and maintain the same for the benefit of the citizens and pursuant to the donor’s terms if so-prescribed, and;

WHEREAS, Karen Carlson and Tracy Sellin wish to grant the city of Maplewood the following: \$100.00, and;

WHEREAS, Karen Carlson and Tracy Sellin have instructed that the City will be required to use the aforementioned for: use by the fire department to directly improve the community, and;

WHEREAS, the city of Maplewood has agreed to use the subject of this resolution for the purposes and under the terms prescribed, and;

WHEREAS, the City agrees that it will accept the gift by a four-fifths majority of its governing body’s membership pursuant to Minnesota Statute §465.03;

NOW, THEREFORE, BE IT RESOLVED, pursuant to Minnesota Statute §465.03, that the Maplewood City Council approves, receives and accepts the gift aforementioned and under such terms and conditions as may be requested or required.

The Maplewood City Council passed this resolution by four-fifths or more majority vote of its membership on _____, 20_____.

Signed:

Signed:

Witnessed:

(Signature)

(Signature)

(Signature)

Mayor

(Title)

Chief of Fire

(Title)

City Clerk

(Title)

(Date)

(Date)

(Date)

AGENDA REPORT

TO: James Antonen, City Manager
FROM: DuWayne Konewko, Community Development and Parks Director
James Taylor, Parks Manager
SUBJECT: **Parks and Recreation Commission 2011 Annual Report**
DATE: February 6, 2012

INTRODUCTION

In compliance with Article II, Section 21.20 of the Maplewood city ordinance, the Maplewood Parks and Recreation Commission is required to submit an annual commission report. This report serves as a means of relaying important information to the City Council on the Commission's accomplishments and obtaining feedback on the proposed 2012 goals.

DISCUSSION

On January 18, 2012, the Parks and Recreation Commission adopted their 2011 Annual Report.

RECOMMENDATION

Review and adopt the attached Parks and Recreation Commission 2011 Annual Report.

Attachments

1 – Parks and Recreation Commission 2011 Annual Report

February 2012

Dear Mayor and Council Members,

In compliance with Article II, Section 21.20 of the Maplewood city ordinance, the Maplewood Parks and Recreation Commission hereby submits its 2011 annual report and 2012 activity plan.

We reviewed the accomplishments of the past year and discussed the various programs and activities we wish to pursue in the coming year. Our continuing goal is promoting city parks, open space, community center, quality inclusive recreational programming and maintaining a quality park system geared to the continually changing demographics of our community.

We are happy to have implemented a small dog activity area at park. This is the first step in addressing the residents' needs for dog activity areas and will continue into the future as we review the feedback from the past year. This past year has also witnessed the combination of parks programs in the City of Maplewood and North St Paul.

Attached is a recap of our 2011 goals and a list of goals for 2012. We would be happy to meet with the City Council to address any park issues.

Respectfully submitted,

Kim Schmidt, Chairperson
Roy Adams, Commissioner
Craig Brannon, Vice Chair
Donald Christianson, Commissioner
RJ Erhardt, Commissioner
Peter Fischer, Commissioner
Daniel Maas, Commissioner
Bruce Roman, Commissioner
Therese Sonnek, Commissioner

Parks and Recreation in Maplewood is a large area covering trails, active parks, passive parks, open spaces, indoor parks (community centers) and greenways. In addition it covers recreational programming that range from active athletics to drama on stage to neighborhood events that help tie our city together. The Maplewood Parks and Recreation Commission provides advice and makes recommendations in all of these areas plus we are charged with the following duties:

- Formulate polices for approval by the City Council.
- Advise the council and manager as to the minimum qualifications for the position of Director of Parks and Recreation.
- Aid in coordinating the Parks and Recreation services with the programs of other governmental agencies and organizations.
- Interpret the policies and functions of the Parks and Recreation department to the public.
- Make periodic inventories of recreation and park services that exist or may be needed and interpret the needs of the public to the City Council and the Director of Parks.
- Recommend for adoption standards on land acquisition, facility development, program and financial support.

The Following served on the Parks and Recreation Commission in 2011

Kim Schmidt, Chairperson
Roy Adams, Commissioner
Craig Brannon, Vice Chair
Donald Christianson, Commissioner
RJ Erhardt, Commissioner
Peter Fischer, Commissioner
Daniel Maas, Commissioner
Carolyn Peterson, Commissioner
Bruce Roman, Commissioner
Therese Sonnek, Commissioner

Parks and Recreation Commission Goals for 2011

1. Develop a relationship with the MCC. **The Commission toured the MCC and had several meetings with MCC Staff to become better educated about the financial and maintenance issues that the MCC faces. The City also renovated the pool and locker rooms areas. The Commission will continue quarterly meetings with the Community Center staff.**
2. Continue to look for a suitable site for a Dog Park. **During the year a mini Dog Activity area was established at Four Seasons Park. This is something that will be evaluated this winter and used as a foundation for addressing Maplewood's needs in the future. The Commission is still looking for a larger suitable site for an off leash dog area.**
3. Park funding (referendum) and alternative funding sources. **The Commission had a discussion with staff, but no action was taken. Staff has been developing the establishment of a community foundation to help address the capital needs of Parks and Open Space. This will carry over to 2012 for further discussions.**
4. Research collaboration efforts for community gardens. **Staff worked with collaboration efforts at Harvest Park and with two area schools. The Commission visited the Edgerton Community Garden site and felt there was no need to expand community gardens further at this time.**
5. Cultural events (collaborations) **Staff developed a number of concerts and recreational efforts with the City of North St. Paul.**
 - Cultural programs and funding for these programs.
 - Joint community events with North Saint Paul.
6. Community Events

- Research the possibility of joint community celebration with NSP celebration by 2012. **Staff has been working with North St. Paul to develop two joint community events for 2012.**

7. Legacy Park

- Reach out to the community to adopt the park. **A. There was nothing accomplished on this goal the past year. B. In addition, the five year capital improvement plan does not allocate any funds for addressing the capital needs at this site.**

8. Improve Parks and Trail maps. **A pocket trail map was developed at the beginning of the year.**

9. Priorities for the open space master plan. **Staff spent the year evaluating all Open Space sites and is preparing a report, for developing Open Space priorities, to be presented to the Commission in 2012.**

10. Explore sustainable natural resources operations

- Turf management - **more no mow areas will be added during 2012. Staff is exploring more sustainable efforts for maintaining turf on active recreation fields.**

- Recycling - **containers were placed in most parks. The program has been successful and will be continued.**

- Beaver Creek - **restoration was started this year and will continue into 2012.**

- Fish Creek - **Kept involved in the discussions and support of the purchase of the Fish Creek Open Space area. This is now in the fundraising process to help pay for the purchase.**

- EAB - **Reviewed and recommended adoption of the EAB for Maplewood Parks and Open Spaces. The tree inventory is finished in the parks and will be used with the EAB plan going forward.**

11. Explore social media. **Both the Parks and Recreation Department and Nature Center have established Facebook pages.**

12. Have a Parks / Open Space tour. **No large tour was done. The Commission did several small tours.**

13. Greenway plan, education and tour. **There were three small education tours with some participation. There was one large tour planned, but cancelled when no one signed up.**

14 NSP = Learn what we are doing now and how we can expand (a meeting). - **During the year the Commission received regular updates on joint efforts with the City of North St. Paul. During the winter months the Commission met at the North St. Paul Community Center to learn more about the facilities and what collaborations would be occurring.**

In addition we addressed park modifications at Western Hills. Reviewed the feasibility study and plans for the Trout Brook Trail. Reviewed and recommended a proposal for an experimental treatment basin at Wakefield Lake. Approved a Master Park plan for Goodrich Park. Recommended changes to the Parks Ordinance to update park hours. Reviewed Ramsey County master plans for the Phalen-Keller Parks. Engaged in the master plan development for the Gladstone Savannah, Gloster Park and Flichek Park areas of Maplewood. Reviewed and recommended approval of the second phase of Joy Park improvements. Reviewed and recommended improvements for Gethsemane Park. The Commission also reviewed and made recommendations on several property swaps/easements with park property. Discussed the improvements to Highways 61 & 36 and English interchanges and the impact on Harvest Park.

Parks and Recreation Commission Goals for 2012

1. Continue collaboration with the MCC with quarterly meetings
2. Evaluate pilot project and continue to evaluate a possible site for an off leash dog area
3. Work with staff to seek alternative funding sources for capital improvements
4. Convene a meeting with the Human Rights Commission to discuss increasing multi-cultural inclusion
5. Start a Music in the Parks Program
6. Improve Parks and Trail Maps
7. Expand Social Media Resources – Gather input from the public. QR Codes
8. Plan a parks tour
9. Have a joint meeting with North Saint Paul
10. Develop Fish Creek Master Plan
11. Have a meet the Commission at the park night
12. Do a joint event with the library in the Legacy Park area.
13. Name Legacy Park
14. Improve our Parks and Trail signage.
15. Brainstorm a collaboration with county for at risk youth
16. Address handicap accessibility in parks (Inventory)

AGENDA REPORT

To: City Manager James Antonen
From: Chief of Police David J. Thomalla
Subject: Approval to Purchase Police Vehicles
Date: January 30, 2012

Introduction

The Police Department is requesting authorization to order three 2013 vehicles (two Ford Police Interceptor utility vehicles and one Ford Police Interceptor sedan).

Background

Police departments are able to place orders for squad cars in the spring, and we purchase them in conjunction with the State of Minnesota and many other municipal departments. The vehicles must be ordered by March 1 for delivery later this year.

The State contract price for the utility vehicles is \$25,928.82 each, and the sedan is \$23,913.61. The total amount of the purchase is \$75,771.25.

Budget Impact

Funding for the purchase of these three vehicles, as part of the department's fleet rotation, was budgeted for and approved in the 2012 budget.

Recommendation

It is recommended that authorization be given to purchase two Ford Police Interceptor utility vehicles and one Ford Police Interceptor sedan.

Action Required

Submit to the City Council for review and action.

DJT:js

AGENDA REPORT

TO: James Antonen, City Manager
FROM: Michael Thompson, City Engineer/Deputy Director of Public Works
Steve Love, Assistant City Engineer
SUBJECT: **Holloway Avenue and Stanich Highlands Area Improvements, City Project 09-13, Approval of Resolution Approving Final Payment and Acceptance of Project**
DATE: February 2, 2012

INTRODUCTION

The contractor, Tower Asphalt, Inc., has completed the project improvements for the Holloway Avenue and Stanich Highlands Area Improvements, City Project 09-13. The city council will consider approving the attached resolution for acceptance of the project and approving final payment to the contractor.

BACKGROUND

On August 24, 2009 the council awarded a construction contract to Tower Asphalt, Inc. in the amount of \$1,964,957.30. The construction contract included the reconstruction of Holloway Avenue from 7th Avenue/North St. Paul Road to McKnight Road and streets within the Stanich Highlands area. One previous change order increased the contract amount by \$15,217.25, from \$1,964,957.30 to \$1,980,174.55.

Project construction began in September 2009 and was completed in the spring of 2011. The final construction cost is \$1,945,668.40, which is \$34,506.15 below the approved contract amount.

BUDGET

The current approved budget for the project is \$3,870,000. The current expenses incurred to date total \$2,557,841.72 so there will be an overall project savings which was largely reflective of the competitive bidding market at the time of the project bid opening in 2009. Once all financial transactions have been completed staff will bring back the final financing plan and recommend closure of the project fund.

RECOMMENDATION

It is recommended that the city council approve the attached Resolution Approving Final Payment and Acceptance of Project, for City Project 09-13.

Attachments:

1. Resolution - Final Payment and Acceptance of Project
2. Location Map
3. Engineer's Recommendation for Final Acceptance
4. Final Payment Application

RESOLUTION
APPROVING FINAL PAYMENT AND ACCEPTANCE OF PROJECT
CITY PROJECT 09-13

WHEREAS, the City Council of Maplewood, Minnesota has heretofore ordered Improvement Project 09-13, the Holloway Avenue and Stanich Highlands Area Improvements, and has let a construction contract pursuant to Minnesota Statutes, Chapter 429, and

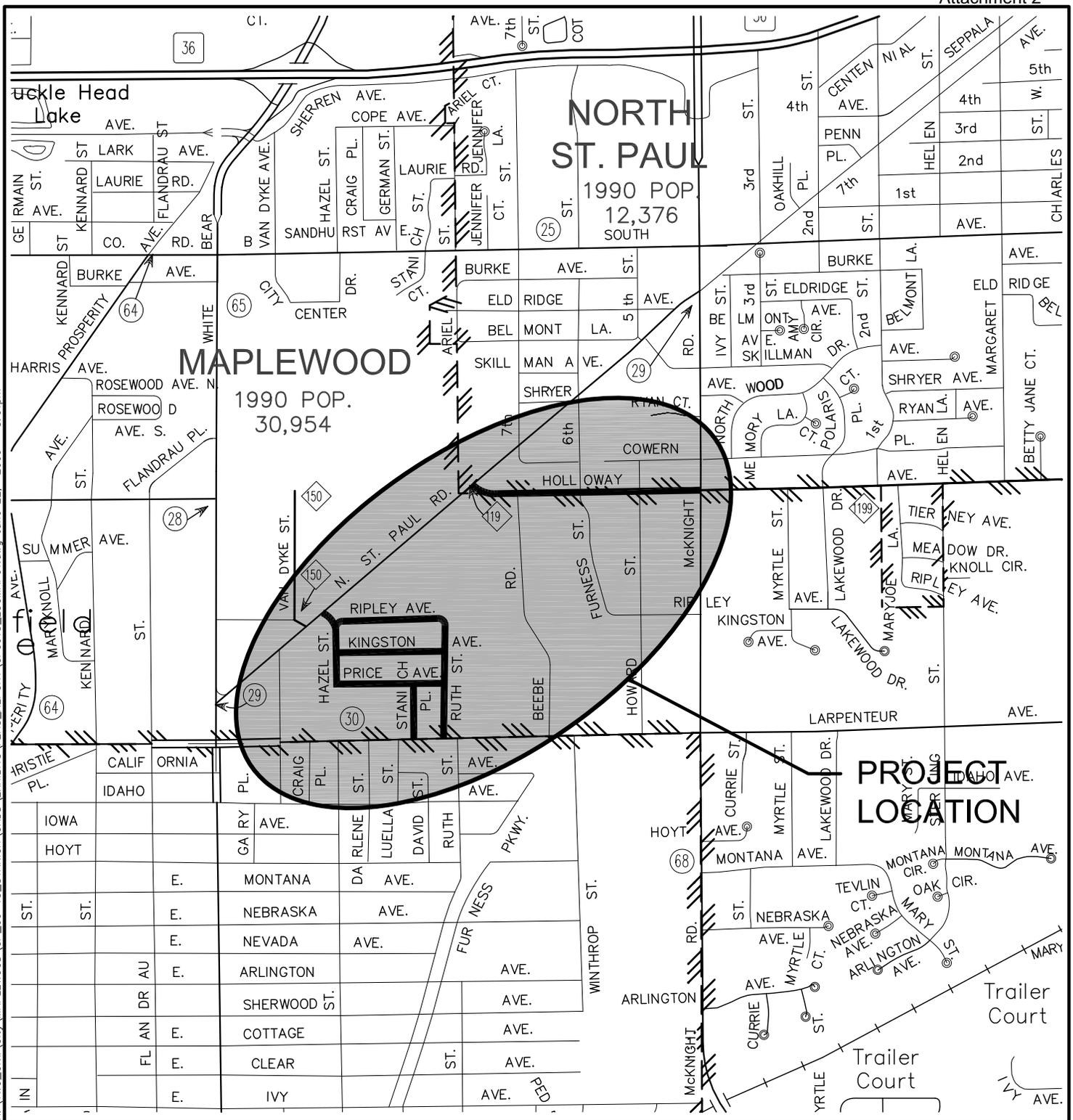
WHEREAS, the City Engineer for the City of Maplewood has determined that the Holloway Avenue and Stanich Highlands Area Improvements, City Project 09-13, is complete and recommends acceptance of the project.

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

1. City Project 09-13 is complete and maintenance of these improvements is accepted by the city; and the final construction cost is \$1,945,668.40. Final payment to Tower Asphalt, Incorporated, and the release of any retainage or escrow is hereby authorized.

Approved this 13th day of February, 2012.

K:\TWC_Civil\City\MAPLEWOOD\CP_09-13_STANICH\CADD\EXHIBITS\FEAS_REPORT\CP0913_LOCMAP01.dwg June 22, 2009 - 5:01pm



PROJECT LOCATION MAP

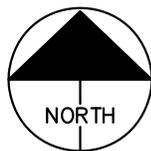
**HOLLOWAY AVENUE AND
STANICH HIGHLANDS AREA
IMPROVEMENTS**

**MAPLEWOOD CITY PROJECT 09-13
NORTH ST. PAUL S.A.D. 09-07**

EXHIBIT 1



*City of Maplewood, Minnesota
Department of Public Works
Engineering Division*





Kimley-Horn
and Associates, Inc.

February 2, 2012

■
Suite 238N
2550 University Avenue West
St. Paul, Minnesota
55114

Mr. Steven Love, P.E.
City of Maplewood
1902 East County Road B
Maplewood, MN 55109

Re: Engineer's Recommendation for Final Acceptance
Holloway Avenue and Stanich Highlands Area Improvements
City Project 09-13

Dear Mr. Love:

I have viewed the work under contract for the Holloway Avenue and Stanich Highlands Area Improvements City Project No. 09-13 and find that the project has been fully completed in all respects according to the contract. I therefore recommend that the final payment be made from the fund for the improvements to Tower Asphalt for the balance of the contract as follows:

Contract Price	\$1,964,957.30
Contract Amendments	\$ 15,217.25
Contract Amount to Date	\$1,980,174.55
Final Amount for Work Completed	\$1,945,668.40
Less Previous Payments	<u>\$1,816,888.27</u>
Total Due for Final Payment	\$ 128,780.13

The contractor has reviewed the final payment and is in agreement on all of the final quantities. The contractor has provided the Contractor's Affidavit of Release of Liens, Contractor's Withholding Affidavits and signed copies of the final payment, which are enclosed with this correspondence. Please call me if you have any questions or you need any additional information.

■
TEL 651 645 4197
FAX 651 645 5116



Kimley-Horn
and Associates, Inc.

Mr. Steve Love, P.E.
February 2, 2012
Page 2 of 2

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.

A handwritten signature in blue ink that reads "Chadd B. Larson".

Chadd B. Larson, P.E.
Project Manager

Enclosure: Payment 8 (Final) – 4 Copies
 Contractor's Affidavit of Release of Liens
 Contractor's Withholding Affidavits

APPLICATION FOR PAYMENT PAYMENT NO. 8 - FINAL

Contract: 09-13
 Owner: City of Maplewood
 Contractor: Tower Asphalt, Inc.
 Project: Holloway Avenue and Stanich Highlands Area Improvements
 KHA Job No. 160500032

Application Date: 12/16/2011
 For Period Ending: 11/30/2011

Original Contract Amount:	\$	1,964,957.30
Contract Amendments:	\$	15,217.25
Contract Amount to Date:	\$	1,980,174.55
Total Amount of Work Completed to Date:	\$	1,945,668.40
Material Stored On-Site but not in Work:	\$	-
Gross Amount Due to Date:	\$	1,945,668.40
Less 0.00% Retainage:		
Amount Due to Date:	\$	1,945,668.40
Less Previous Payments:	\$	1,816,888.27
Total Due This Application:	\$	128,780.13

I hereby certify that all items and amounts shown are correct for the work completed to-date.

Contractor: TOWER ASPHALT, INC.

By: *Stewart Packer*

Date: *12/23/11*

The Work on this project and application for payment have been reviewed and the amount shown is recommended for payment.

Engineer: KIMLEY-HORN AND ASSOCIATES, INC.

By: *Chad B. Linn*

Date: *1/26/12*

APPROVED FOR PAYMENT

Owner: CITY OF MAPLEWOOD

By:

Date:

PAYMENT HISTORY

Payment No.	Payment End-Date	Payment Application Date	Amount
1	11/9/2009	11/10/2009	\$ 526,631.02
2	12/31/2009	1/19/2010	\$ 235,204.77
3	4/23/2010	5/3/2010	\$ 95,965.02
4	5/21/2010	5/25/2010	\$ 167,627.88
5	6/25/2010	7/12/2010	\$ 364,585.79
6	8/31/2010	9/21/2010	\$ 304,099.15
7	12/31/2010	1/14/2011	\$ 122,774.64
8	11/30/2011	12/16/2011	\$ 128,780.13
Total Payments:			\$ 1,945,668.40

PAYMENT NO. 8

Contract: 09-13
 Owner: City of Maplewood
 Contractor: Tower Asphalt, Inc.
 Project: Holloway Avenue and Stanich Highlands Area Improvements
 KHA Job No. 1605C0032

Schedule: A
 Description: SANITARY SEWER IMPROVEMENTS

Item No.	Mn/DOT No.	Item Description	Unit	Contract Quantity	Unit Price	Amount	To-Date Quantity	To-Date Amount
1	2104.501	REMOVE SANITARY SEWER PIPE	LIN FT	97	\$ 3.00	\$ 291.00	150	\$ 450.00
2	2104.523	SALVAGE CASTING (SANITARY)	EACH	24	\$ 70.00	\$ 1,680.00	24	\$ 1,680.00
3	2451.507	GRANULAR BEDDING (CV)	CU YD	10	\$ 19.00	\$ 190.00		\$ -
4	2451.511	COARSE FILTER AGGREGATE FOUNDATION	TON	15	\$ 25.00	\$ 375.00		\$ -
5	2503.602	8" x 6" PVC WYE, SCH 40	EACH	19	\$ 325.00	\$ 6,175.00	15	\$ 4,875.00
6	2503.602	CONNECT SANITARY SERVICE	EACH	50	\$ 270.00	\$ 13,500.00	71	\$ 19,170.00
7	2503.602	CONNECT TO EXISTING SANITARY SEWER	EACH	10	\$ 2,350.00	\$ 23,500.00	16	\$ 37,600.00
8	2503.603	6" PVC PIPE SEWER, SCH 40 (SEWER SERVICE)	LIN FT	1,500	\$ 18.00	\$ 27,000.00	1130	\$ 20,340.00
9	2503.603	8" PVC PIPE SEWER, SDR 35 (SEWER MAIN)	LIN FT	97	\$ 56.00	\$ 5,432.00	145	\$ 8,092.00
10	2506.503	RECONSTRUCT MANHOLE (SANITARY)	LIN FT	70.5	\$ 200.00	\$ 14,100.00	54.1	\$ 10,820.00
11	2506.516	CASTING ASSEMBLY - SANITARY (R-1678-A FRAME, R-1422-0015 LID) FOR EXISTING SANITARY STRUCTURE	EACH	24	\$ 610.00	\$ 14,640.00	24	\$ 14,640.00
Schedule A Subtotal:						\$ 106,883.00		\$ 117,667.00

Schedule: B
 Description: NORTH ST. PAUL WATER MAIN IMPROVEMENTS

Item No.	Mn/DOT No.	Item Description	Unit	Contract Quantity	Unit Price	Amount	To-Date Quantity	To-Date Amount
1	2104.501	REMOVE WATER SERVICE	LIN FT	150	\$ 3.00	\$ 450.00		\$ -
2	2104.509	REMOVE HYDRANT	EACH	1	\$ 450.00	\$ 450.00	1	\$ 450.00
3	2451.507	GRANULAR BEDDING (CV)	CU YD	40	\$ 19.00	\$ 760.00		\$ -
4	2503.602	STANDARD VALVE MANHOLE	EACH	3	\$ 2,500.00	\$ 7,500.00	3	\$ 7,500.00
5	2504.602	1" CURB STOP AND BOX	EACH	2	\$ 410.00	\$ 820.00	2	\$ 820.00
6	2504.602	8" GATE VALVE	EACH	3	\$ 1,260.00	\$ 3,780.00	3	\$ 3,780.00
7	2504.602	ADJUST CURB STOP BOX	EACH	8	\$ 90.00	\$ 720.00		\$ -
8	2504.602	ADJUST GATE VALVE BOX	EACH	3	\$ 200.00	\$ 600.00		\$ -
9	2504.602	ADJUST GATE VALVE MANHOLE	EACH	3	\$ 245.00	\$ 735.00	6	\$ 1,470.00
10	2504.602	CONNECT TO EXISTING 6" WATERMAIN	EACH	1	\$ 2,185.00	\$ 2,185.00	2	\$ 4,370.00
11	2504.602	CONNECT TO EXISTING 8" WATERMAIN	EACH	1	\$ 2,333.00	\$ 2,333.00		\$ -
12	2504.602	HYDRANT	EACH	1	\$ 2,920.00	\$ 2,920.00	1	\$ 2,920.00
13	2504.603	1" TYPE K COPPER PIPE	LIN FT	75	\$ 21.00	\$ 1,575.00	102	\$ 2,142.00
14	2504.603	8" WATERMAIN, DUCTILE IRON, CLASS 53 (HYDRANT LEADS)	LIN FT	10	\$ 25.00	\$ 250.00	9	\$ 225.00
15	2504.603	8" WATERMAIN, DUCTILE IRON, CLASS 52	LIN FT	654	\$ 29.00	\$ 18,966.00	629	\$ 18,241.00
16	2504.604	2" INSULATION	SQ YD	15	\$ 24.00	\$ 360.00		\$ -
17	2504.606	DUCTILE IRON FITTINGS	POUND	250	\$ 4.50	\$ 1,125.00	399	\$ 1,785.50
Schedule B Subtotal:						\$ 45,529.00		\$ 43,713.50

Schedule: C

Description: SPRWS WATER MAIN IMPROVEMENTS

Item No.	Mn/DOT No.	Item Description	Unit	Contract Quantity	Unit Price	Amount	To-Date Quantity	To-Date Amount
1	2104.501	REMOVE WATER MAIN	LIN FT	5,100	\$ 5.10	\$ 26,010.00	4,589	\$ 23,398.80
2	2104.501	REMOVE WATER SERVICE	LIN FT	110	\$ 3.00	\$ 330.00		\$ -
3	2104.509	REMOVE HYDRANT	EACH	7	\$ 480.00	\$ 3,360.00	10	\$ 4,800.00
4	2451.507	GRANULAR BEDDING (CV)	CU YD	170	\$ 19.00	\$ 3,230.00		\$ -
5	2504.602	ADJUST CURB STOP BOX	EACH	27	\$ 90.00	\$ 2,430.00	10	\$ 900.00
6	2504.602	ADJUST GATE VALVE BOX	EACH	2	\$ 200.00	\$ 400.00	21	\$ 4,200.00
7	2504.602	GATE VALVE STAND PIPE REPLACEMENT	EACH	4	\$ 250.00	\$ 1,000.00		\$ -
8	2504.602	REPAIR SERVICE STOP BOX	EACH	27	\$ 240.00	\$ 6,480.00		\$ -
9	2504.602	REPLACE VALVE BOX	EACH	2	\$ 430.00	\$ 860.00		\$ -
10	2504.602	WATER MAIN OFFSET TRENCH/REPLACEMENT TRENCH	EACH	2	\$ 1,200.00	\$ 2,400.00		\$ -
11	2504.602	WATER UTILITY HOLE	EACH	2	\$ 800.00	\$ 1,600.00	3	\$ 6,400.00
12	2504.603	HYDRANT EXTENSIONS	LIN FT	10	\$ 360.00	\$ 3,600.00		\$ -
13	2504.603	WATER MAIN TRENCH	LIN FT	5,650	\$ 10.00	\$ 50,500.00	5,651	\$ 56,510.00
14	2504.604	2" INSULATION	SQ YD	35	\$ 24.00	\$ 840.00	10.8	\$ 259.20
15	2506.516	CASTING ASSEMBLY - FORD TYPE A1 SINGLE LID COVER FOR CURB STOP IN DRIVEWAY	EACH	4	\$ 70.00	\$ 280.00	1	\$ 70.00
Schedule C Subtotal:						\$ 109,320.00		\$ 96,536.00

Schedule: D

Description: STORM SEWER IMPROVEMENTS

Item No.	Mn/DOT No.	Item Description	Unit	Contract Quantity	Unit Price	Amount	To-Date Quantity	To-Date Amount
1	2104.501	REMOVE RC PIPE SEWERS	LIN FT	925	\$ 8.00	\$ 7,400.00	896	\$ 7,168.00
2	2104.509	REMOVE CATCH BASIN OR MANHOLE (STORM)	EACH	22	\$ 280.00	\$ 6,160.00	18	\$ 5,040.00
3	2104.523	SALVAGE CASTING (STORM)	EACH	22	\$ 30.00	\$ 660.00	22	\$ 660.00
4	2451.507	GRANULAR BEDDING (CV)	CU YD	280	\$ 19.00	\$ 5,320.00		\$ -
5	2503.541	12" RCP SEWER, DES. 3006, CL V	LIN FT	1,640	\$ 16.30	\$ 29,992.00	1800.5	\$ 29,348.15
6	2503.541	15" RCP SEWER, DES. 3006, CL V	LIN FT	1,353	\$ 17.70	\$ 23,948.10	1337	\$ 23,654.90
7	2503.541	18" RCP SEWER, DES. 3006, CL III	LIN FT	400	\$ 19.50	\$ 7,800.00	478	\$ 9,321.00
8	2503.541	21" RCP SEWER, DES. 3006, CL III	LIN FT	171	\$ 23.00	\$ 3,933.00	171	\$ 3,933.00
9	2503.541	24" RCP SEWER, DES. 3006, CL III	LIN FT	565	\$ 25.10	\$ 14,181.50	565	\$ 14,181.50
10	2503.541	30" RCP SEWER, DES. 3006, CL III	LIN FT	614	\$ 37.00	\$ 22,718.00	595	\$ 22,015.00
11	2503.602	CONNECT TO EXISTING STORM SEWER	EACH	8	\$ 985.00	\$ 7,880.00	8	\$ 7,880.00
12	2503.602	CONSTRUCT BULKHEAD	EACH	1	\$ 250.00	\$ 250.00	2	\$ 500.00
13	2506.502	CONSTRUCT DRAINAGE STRUCTURE, 27" DIAMETER MANHOLE	EACH	1	\$ 980.00	\$ 980.00		\$ -
14	2506.502	CONSTRUCT DRAINAGE STRUCTURE, 2'x3' CATCH BASIN	EACH	31	\$ 1,340.00	\$ 41,540.00	28	\$ 37,520.00
15	2506.502	CONSTRUCT DRAINAGE STRUCTURE, 48" DIAMETER MANHOLE	EACH	23	\$ 1,530.00	\$ 35,190.00	26	\$ 39,780.00
16	2506.502	CONSTRUCT DRAINAGE STRUCTURE, 54" DIAMETER MANHOLE	EACH	7	\$ 2,300.00	\$ 16,100.00	9	\$ 20,700.00
17	2506.502	CONSTRUCT DRAINAGE STRUCTURE, 60" DIAMETER MANHOLE	EACH	7	\$ 2,300.00	\$ 16,100.00	6	\$ 13,800.00
18	2506.502	CONSTRUCT DRAINAGE STRUCTURE, 66" DIAMETER MANHOLE	EACH	3	\$ 3,580.00	\$ 10,740.00	3	\$ 10,740.00
19	2506.503	RECONSTRUCT MANHOLE (STORM)	LIN FT	14.3	\$ 250.00	\$ 3,575.00		\$ -
20	2506.516	CASTING ASSEMBLY - STORM (R-3067 FRAME, R-3087-V LID) FOR EXISTING STORM STRUCTURE	EACH	5	\$ 550.00	\$ 2,750.00	7	\$ 3,850.00
Schedule D Subtotal:						\$ 257,217.60		\$ 250,101.55

Schedule: E

Description: HOLLOWAY AVENUE ROADWAY IMPROVEMENTS

Item No.	Mn/DOT No.	Item Description	Unit	Contract Quantity	Unit Price	Amount	To-Date Quantity	To-Date Amount
1	2021.501	MOBILIZATION	LUMP SUM	1	\$ 36,600.00	\$ 36,600.00	1	\$ 36,600.00
2	2101.502	CLEARING	TREE	4	\$ 150.00	\$ 600.00	5	\$ 750.00
3	2101.507	GRUBBING	TREE	4	\$ 150.00	\$ 600.00	5	\$ 750.00
4	2104.501	REMOVE CONCRETE CURB AND GUTTER	LIN FT	1,050	\$ 2.00	\$ 2,100.00	1,103	\$ 2,206.00
5	2104.503	REMOVE CONCRETE SIDEWALK	SQ FT	200	\$ 0.75	\$ 150.00	224	\$ 168.00
6	2104.505	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SQ YD	425	\$ 2.20	\$ 935.00	269	\$ 591.80
7	2104.505	REMOVE BITUMINOUS ROADWAY PAVEMENT	SQ YD	8,200	\$ 1.70	\$ 13,940.00	7,900	\$ 13,430.00
8	2104.505	REMOVE CONCRETE DRIVEWAY PAVEMENT	SQ YD	175	\$ 3.50	\$ 612.50	198	\$ 693.00
9	2104.513	SAWING BITUMINOUS PAVEMENT - FULL DEPTH (ROADWAY)	LIN FT	550	\$ 2.20	\$ 1,210.00	468	\$ 1,029.60
10	2104.618	REMOVE RETAINING WALL (WOOD TIMBER)	SQ FT	50	\$ 4.00	\$ 200.00		\$ -
11	2105.501	COMMON EXCAVATION (P)	CU YD	1,935	\$ 6.00	\$ 11,610.00	1,935	\$ 11,610.00
12	2105.507	SUBGRADE EXCAVATION (P)	CU YD	1,530	\$ 6.00	\$ 9,180.00	1,530	\$ 9,180.00
13	2105.507	SUBGRADE EXCAVATION FOR ADDITIONAL CORRECTION (EV)	CU YD	1,712	\$ 6.00	\$ 10,272.00	1,712	\$ 10,272.00
14	2105.522	SELECT GRANULAR BORROW (CV) (P)	CU YD	1,530	\$ 8.50	\$ 13,005.00	1,530	\$ 13,005.00
15	2105.522	SELECT GRANULAR BORROW FOR ADDITIONAL CORRECTION (LV)	CU YD	1,946	\$ 7.25	\$ 14,108.50	1,946	\$ 14,108.50
16	2105.526	SELECT TOPSOIL BORROW (LV)	CU YD	1,200	\$ 10.00	\$ 12,000.00	490	\$ 4,900.00
17	2105.604	GEOTEXTILE FABRIC, TYPE V	SQ YD	600	\$ 1.75	\$ 1,050.00	210	\$ 367.50
18	2123.610	3 CY FRONT-END LOADER WITH PICKUP BROOM	HOUR	50	\$ 95.00	\$ 4,750.00	45	\$ 4,275.00
19	2123.610	LABORER	HOUR	40	\$ 60.00	\$ 2,400.00	42.5	\$ 2,550.00
20	2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HOUR	40	\$ 85.00	\$ 3,400.00	40	\$ 3,400.00
21	2130.501	WATER FOR DUST CONTROL	MGAL	50	\$ 32.00	\$ 1,600.00	50	\$ 1,600.00
22	2211.501	AGGREGATE BASE, CLASS 6	TON	3,300	\$ 7.50	\$ 24,750.00	3,300	\$ 24,750.00
23	2211.501	AGGREGATE BASE, CLASS 6 (TEMPORARY SURFACING)	TON	950	\$ 7.50	\$ 7,125.00	1,341.03	\$ 10,057.73
24	2231.603	BITUMINOUS JOINT SAW AND SEAL	LIN FT	2,300	\$ 1.59	\$ 3,657.00	2,300	\$ 3,657.00
25	2232.501	MILL BITUMINOUS SURFACE (2")	SQ YD	2,200	\$ 2.00	\$ 4,400.00	2,272	\$ 4,544.00
26	2232.603	MILL AND MATCH BITUMINOUS PAVEMENT - 4"	LIN FT	450	\$ 5.00	\$ 2,250.00	375	\$ 1,875.00
27	2350.501	TYPE LV3 WEARING COURSE (B)	TON	1,100	\$ 53.00	\$ 58,300.00	1,094.45	\$ 58,005.85
28	2350.502	TYPE LV3 NON WEARING COURSE (B)	TON	1,050	\$ 50.00	\$ 52,500.00	932.82	\$ 46,841.00
29	2350.503	TYPE LV4 WEARING COURSE MIXTURE (L), 3" THICK (DRIVEWAYS)	SQ YD	400	\$ 13.00	\$ 5,200.00	472	\$ 6,136.00
30	2357.502	BITUMINOUS MATERIAL FOR TACK COAT	GALLON	500	\$ 1.75	\$ 875.00	350	\$ 612.50
31	2502.541	4" PERF PE PIPE DRAIN W/TYPE 1 GEOTEXTILE SOCK	LIN FT	100	\$ 3.50	\$ 350.00	482	\$ 1,687.00
32	2506.522	ADJUST FRAME AND RING CASTING (OTHER UTILITY)	EACH	4	\$ 300.00	\$ 1,200.00		\$ -
33	2506.522	ADJUST FRAME AND RING CASTING (SANITARY)	EACH	8	\$ 390.00	\$ 3,120.00	14	\$ 5,460.00
34	2521.618	4" CONCRETE WALK	SQ FT	150	\$ 3.50	\$ 525.00	459.65	\$ 1,608.78
35	2531.501	CONCRETE CURB AND GUTTER DESIGN B624	LIN FT	3,200	\$ 10.35	\$ 33,120.00	3,146	\$ 32,561.10
36	2531.507	6" CONCRETE DRIVEWAY PAVEMENT, TYPE 3Y32 (RESIDENTIAL DRIVEWAY)	SQ YD	120	\$ 40.00	\$ 4,800.00	159.30	\$ 6,372.00
37	2531.507	8" CONCRETE DRIVEWAY PAVEMENT, TYPE 3Y32 (COMMERCIAL DRIVEWAY)	SQ YD	100	\$ 40.00	\$ 4,000.00	51	\$ 2,040.00
38	2531.603	CONCRETE CURB AND GUTTER B624 SPOT REPLACEMENT	LIN FT	100	\$ 19.53	\$ 1,953.00	522.50	\$ 10,204.43
39	2535.501	BITUMINOUS CURB	LIN FT	20	\$ 10.00	\$ 200.00		\$ -
40	2540.602	FURNISH AND INSTALL MAILBOX SUPPORT (DOUBLE)	EACH	2	\$ 245.00	\$ 490.00	2	\$ 490.00
41	2540.602	FURNISH AND INSTALL MAILBOX SUPPORT (SINGLE)	EACH	4	\$ 215.00	\$ 860.00	4	\$ 860.00
42	2563.601	TRAFFIC CONTROL	LUMP SUM	1	\$ 2,900.00	\$ 2,900.00	1.00	\$ 2,900.00
43	2565.602	2" RIGID STEEL CONDUIT	LIN FT	25	\$ 75.00	\$ 1,875.00	8	\$ 600.00
44	2585.602	NMC LOOP DETECTOR 6'X6'	EACH	4	\$ 800.00	\$ 3,200.00	3	\$ 2,400.00
45	2585.602	PVC HANDHOLE	EACH	1	\$ 1,000.00	\$ 1,000.00	1	\$ 1,000.00
46	2573.502	SILT FENCE, TYPE MACHINE SLICED	LIN FT	750	\$ 1.85	\$ 1,387.50		\$ -
47	2573.512	TEMPORARY DITCH CHECK, TYPE 2 (BIOROLLS)	LIN FT	100	\$ 4.00	\$ 400.00	224	\$ 896.00
48	2573.530	STORM DRAIN INLET PROTECTION, ALL TYPES	EACH	32	\$ 95.00	\$ 3,040.00	32	\$ 3,040.00
49	2573.601	EROSION CONTROL, CONTRACTOR'S PLAN	LUMP SUM	1	\$ 3,500.00	\$ 3,500.00	1	\$ 3,500.00
50	2573.609	TEMPORARY ROCK CONSTRUCTION ENTRANCE (1-1/2" CLEAR CRUSHED ROCK, MAPLEWOOD STD. PLATE 350B)	TON	500	\$ 20.00	\$ 10,000.00	531	\$ 10,620.00
51	2575.505	SODDING, TYPE LAWN	SQ YD	9,000	\$ 2.65	\$ 23,850.00	6,691.72	\$ 17,733.06
52	2575.523	EROSION CONTROL BLANKET, CATEGORY 3	SQ YD	100	\$ 3.50	\$ 350.00		\$ -
53	2575.535	WATER FOR TURF ESTABLISHMENT	MGAL	100	\$ 25.00	\$ 2,500.00	100	\$ 2,500.00
54	2575.570	RAPID STABILIZATION METHOD 2 (MULCH, HYDRAULIC STABILIZER)	ACRE	2	\$ 1,900.00	\$ 3,800.00	1.03	\$ 1,957.00
55	2582.502	4" DOUBLE SOLID LINE YELLOW - PAINT	LIN FT	2,310	\$ 0.80	\$ 1,848.00	2,207	\$ 1,765.60
56	2582.502	4" SOLID LINE WHITE - PAINT	LIN FT	1,720	\$ 0.40	\$ 688.00	1,594	\$ 637.60
57	2582.503	CROSSWALK MARKING - POLY PREFORM (GR IN)	SQ FT	250	\$ 15.85	\$ 3,962.50	290	\$ 4,596.16

Schedule E Subtotal: \$ 414,299.00 \$ 403,189.19

Schedule: F
Description: STANICH HIGHLANDS AREA ROADWAY IMPROVEMENTS

Item No.	Mn/DOT No.	Item Description	Unit	Contract Quantity	Unit Price	Amount	To-Date Quantity	To-Date Amount
1	2021.501	MOBILIZATION	LUMP SUM	1	\$ 50,000.00	\$ 50,000.00	1.00	\$ 50,000.00
2	2101.502	CLEARING	TREE	6	\$ 150.00	\$ 900.00	20	\$ 3,000.00
3	2101.507	GRUBBING	TREE	6	\$ 150.00	\$ 900.00	20	\$ 3,000.00
4	2104.501	REMOVE CONCRETE CURB AND GUTTER	LIN FT	2,250	\$ 1.70	\$ 3,825.00	2,149	\$ 3,653.30
5	2104.503	REMOVE CONCRETE SIDEWALK	SQ FT	450	\$ 0.75	\$ 337.50	492.60	\$ 369.60
6	2104.505	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	SQ YD	500	\$ 2.20	\$ 1,980.00	750.80	\$ 1,651.76
7	2104.505	REMOVE BITUMINOUS ROADWAY PAVEMENT	SQ YD	22,000	\$ 1.70	\$ 37,400.00	22,000	\$ 37,400.00
8	2104.505	REMOVE CONCRETE DRIVEWAY PAVEMENT	SQ YD	1,050	\$ 3.50	\$ 3,675.00	757.0	\$ 2,649.50
9	2104.513	SAWING BITUMINOUS PAVEMENT - FULL DEPTH (ROADWAY)	LIN FT	200	\$ 2.20	\$ 440.00	70	\$ 154.00
10	2104.618	REMOVE RETAINING WALL (MODULAR BLOCK)	SQ FT	50	\$ 4.00	\$ 200.00		\$ -
11	2105.501	COMMON EXCAVATION (P)	CU YD	7,372	\$ 6.00	\$ 44,232.00	7,584	\$ 45,564.00
12	2105.507	SUBGRADE EXCAVATION (P)	CU YD	3,400	\$ 6.00	\$ 20,400.00	3,400	\$ 20,400.00
13	2105.507	SUBGRADE EXCAVATION FOR ADDITIONAL CORRECTION (EV)	CU YD	2,490	\$ 6.00	\$ 14,940.00	5,083	\$ 30,498.00
14	2105.522	SELECT GRANULAR BORROW (CV) (P)	CU YD	3,400	\$ 8.50	\$ 28,900.00	3,400	\$ 28,900.00
15	2105.522	SELECT GRANULAR BORROW FOR ADDITIONAL CORRECTION (LV)	CU YD	2,750	\$ 7.25	\$ 20,002.75	4,805	\$ 34,836.25
16	2105.526	SELECT TOPSOIL BORROW (LV)	CU YD	2,000	\$ 10.00	\$ 20,000.00	1,530	\$ 15,300.00
17	2105.604	GEOTEXTILE FABRIC, TYPE V	SQ YD	1,275	\$ 1.75	\$ 2,231.25	812	\$ 1,421.00
18	2123.610	3 CY FRONT-END LOADER WITH PICKUP BROOM	HOUR	50	\$ 95.00	\$ 4,750.00	20	\$ 1,852.50
19	2123.610	LABORER	HOUR	40	\$ 60.00	\$ 2,400.00	14	\$ 810.00
20	2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HOUR	60	\$ 85.00	\$ 5,100.00	66	\$ 7,310.00
21	2130.501	WATER FOR DUST CONTROL	MGAL	100	\$ 32.00	\$ 3,200.00	60	\$ 1,920.00
22	2211.501	AGGREGATE BASE, CLASS 6	TON	12,000	\$ 7.50	\$ 90,000.00	11,802.53	\$ 88,518.98
23	2211.501	AGGREGATE BASE, CLASS 6 (TEMPORARY SURFACING)	TON	1,900	\$ 7.50	\$ 14,250.00	734	\$ 5,505.00
24	2231.603	BITUMINOUS JOINT SAW AND SEAL	LIN FT	6,400	\$ 1.69	\$ 10,776.00	4,850	\$ 7,711.50
25	2232.603	MILL AND MATCH BITUMINOUS PAVEMENT - 4'	LIN FT	200	\$ 5.00	\$ 1,000.00	175	\$ 875.00
26	2350.501	TYPE LV3 WEARING COURSE (B)	TON	2,000	\$ 53.00	\$ 106,000.00	1,943.64	\$ 103,012.92
27	2350.502	TYPE LV3 NON WEARING COURSE (B)	TON	2,650	\$ 50.00	\$ 132,500.00	2,443.17	\$ 122,168.50
28	2350.503	TYPE LV 4 WEARING COURSE MIXTURE (L), 3" THICK (DRIVEWAYS)	SQ YD	1,000	\$ 13.00	\$ 13,000.00	984.00	\$ 12,532.00
29	2357.502	BITUMINOUS MATERIAL FOR TACK COAT	GALLON	1,000	\$ 1.75	\$ 1,750.00	675	\$ 1,181.25
30	2502.541	4" PERF PE PIPE DRAIN W/TYPE 1 GEOTEXTILE SOCK	LIN FT	200	\$ 3.50	\$ 700.00	1,135	\$ 3,972.50
31	2506.522	ADJUST FRAME AND RING CASTING (OTHER UTILITY)	EACH	6	\$ 300.00	\$ 1,800.00		\$ -
32	2506.522	ADJUST FRAME AND RING CASTING (SANITARY)	EACH	8	\$ 390.00	\$ 3,120.00	20	\$ 7,800.00
33	2521.618	4" CONCRETE WALK	SQ FT	450	\$ 4.20	\$ 1,890.00	1,613.40	\$ 6,776.28
34	2521.618	RECONSTRUCT CONCRETE STEPS	SQ FT	40	\$ 42.68	\$ 1,707.20	88.75	\$ 3,787.85
35	2531.501	CONCRETE CURB AND GUTTER DESIGN B618	LIN FT	10,850	\$ 9.03	\$ 97,975.50	10,831	\$ 97,803.93
36	2531.507	6" CONCRETE DRIVEWAY PAVEMENT, TYPE 3Y32 (RESIDENTIAL DRIVEWAY)	SQ YD	1,300	\$ 40.00	\$ 52,000.00	1,298.31	\$ 51,972.40
37	2531.603	CONCRETE CURB AND GUTTER B618 SPOT REPLACEMENT	LIN FT	50	\$ 19.53	\$ 976.50	237	\$ 4,628.51
38	2540.602	FURNISH AND INSTALL MAILBOX SUPPORT (DOUBLE)	EACH	4	\$ 245.00	\$ 980.00	1	\$ 245.00
39	2540.602	FURNISH AND INSTALL MAILBOX SUPPORT (SINGLE)	EACH	8	\$ 215.00	\$ 1,720.00	8	\$ 1,720.00
40	2563.601	TRAFFIC CONTROL	LUMP SUM	1	\$ 3,100.00	\$ 3,100.00	1.00	\$ 3,100.00
41	2573.502	SILT FENCE, TYPE MACHINE SLICED	LIN FT	2,200	\$ 1.85	\$ 4,070.00	887	\$ 1,640.95
42	2573.512	TEMPORARY DITCH CHECK, TYPE 2 (BIOROLLS)	LIN FT	300	\$ 4.00	\$ 1,200.00	466	\$ 1,864.00
43	2573.530	STORM DRAIN INLET PROTECTION, ALL TYPES	EACH	42	\$ 95.00	\$ 3,980.00	73	\$ 6,935.00
44	2573.601	EROSION CONTROL, CONTRACTOR'S PLAN	LUMP SUM	1	\$ 5,000.00	\$ 5,000.00	1.00	\$ 5,000.00
45	2573.609	TEMPORARY ROCK CONSTRUCTION ENTRANCE (1-1/2" CLEAR CRUSHED ROCK, WAFLEWOOD STD. PLATE 350B)	TON	250	\$ 20.00	\$ 5,000.00	848.87	\$ 16,977.40
46	2575.505	SODDING, TYPE LAWN	SQ YD	21,500	\$ 2.65	\$ 56,975.00	21,220	\$ 56,233.00
47	2575.523	EROSION CONTROL BLANKET, CATEGORY 3	SQ YD	120	\$ 3.50	\$ 420.00		\$ -
48	2575.535	WATER FOR TURF ESTABLISHMENT	MGAL	150	\$ 25.00	\$ 3,750.00	67	\$ 2,175.00
49	2575.570	RAPID STABILIZATION METHOD 2 (MULCH, HYDRAULIC STABILIZER)	ACRE	1	\$ 1,900.00	\$ 1,900.00	0.45	\$ 855.00
Schedule F Subtotal:						\$ 882,763.70		\$ 905,671.98

Schedule: G
Description: PRIVATE DRIVEWAY IMPROVEMENTS

Item No.	Mn/DOT No.	Item Description	Unit	Contract Quantity	Unit Price	Amount	To-Date Quantity	To-Date Amount
1	2104.604	REMOVE BITUMINOUS DRIVEWAY PAVEMENT (PRIVATE)	SQ YD	175	\$ 4.00	\$ 700.00	55	\$ 220.00
2	2104.604	REMOVE CONCRETE DRIVEWAY PAVEMENT (PRIVATE)	SQ YD	175	\$ 6.00	\$ 1,050.00	125.60	\$ 755.40
3	2104.618	REMOVE CONCRETE WALK (PRIVATE)	SQ FT	225	\$ 0.75	\$ 168.75	4.20	\$ 3.15
4	2105.607	COMMON EXCAVATION (EV) (PRIVATE DRIVEWAYS AND WALKS)	CU YD	75	\$ 14.50	\$ 1,087.50	9.80	\$ 142.10
5	2105.607	SELECT GRANULAR BORROW (LV) (PRIVATE DRIVES AND WALKS)	CU YD	125	\$ 9.50	\$ 1,187.50		\$ -
6	2105.607	SELECT TOPSOIL BORROW (LV) (PRIVATE TURF ESTABLISHMENT)	CU YD	125	\$ 21.00	\$ 2,625.00		\$ -
7	2105.607	SUBGRADE EXCAVATION (EV) (PRIVATE DRIVES AND WALKS)	CU YD	125	\$ 14.50	\$ 1,812.50	63.5	\$ 920.75
8	2211.609	AGGREGATE BASE CLASS 6 (PRIVATE DRIVES AND WALKS)	TON	250	\$ 12.00	\$ 3,000.00	67.86	\$ 814.32
9	2231.603	BITUMINOUS DRIVEWAY PAVEMENT CRACK ROUT AND SEAL (PRIVATE)	LIN FT	50	\$ 5.00	\$ 250.00		\$ -
10	2350.604	TYPE LV 4 WEARING COURSE MIXTURE (L), 3" THICK (PRIVATE)	SQ YD	175	\$ 15.00	\$ 2,625.00	55	\$ 825.00
11	2356.604	BITUMINOUS SEALCOAT (PRIVATE)	SQ YD	25	\$ 5.00	\$ 125.00	108	\$ 540.00
12	2521.618	4" CONCRETE WALK (PRIVATE)	SQ FT	225	\$ 4.40	\$ 990.00	4.20	\$ 18.48
13	2531.604	6" CONCRETE DRIVEWAY PAVEMENT, TYPE 3Y32 (PRIVATE)	SQ YD	175	\$ 40.00	\$ 7,000.00	61.70	\$ 2,468.00
14	2575.604	SODDING, TYPE LAWN (PRIVATE TURF ESTABLISHMENT)	SQ YD	175	\$ 4.00	\$ 700.00		\$ -
Schedule G Subtotal:						\$ 23,321.25		\$ 6,707.20

Schedule: H
Description: RAINWATER GARDENS AND INFILTRATION TRENCHES

Item No.	Mn/DOT No.	Item Description	Unit	Contract Quantity	Unit Price	Amount	To-Date Quantity	To-Date Amount
1	2105.515	UNCLASSIFIED EXCAVATION (EV)	CU YD	1,000	\$ 9.75	\$ 9,750.00	699	\$ 6,815.25
2	2105.607	BEDDING MATERIAL FOR STANDARD RAINWATER GARDENS	CU YD	80	\$ 15.00	\$ 1,200.00	44	\$ 660.00
3	2105.607	ENGINEERED SOIL FOR CUSTOM RAINWATER GARDENS	CU YD	510	\$ 11.50	\$ 5,865.00	320	\$ 3,680.00
4	2502.541	6" PERFORATED PVC PIPE DRAIN W/TYPE 1 GEOTEXTILE SOCK	LIN FT	300	\$ 7.00	\$ 2,100.00	230	\$ 1,610.00
5	2503.541	30" PERFORATED HDPE PIPE	LIN FT	663	\$ 34.00	\$ 22,542.00	666	\$ 22,644.00
6	2571.505	DECIDUOUS SHRUB (#2 CONT.)	SHRUB	175	\$ 47.00	\$ 8,225.00	220	\$ 10,340.00
7	2571.507	PERENNIAL (#4 CONT.)	PLANT	1,900	\$ 5.50	\$ 10,450.00	1319	\$ 7,254.50
8	2571.602	CUSTOM RAINWATER GARDEN PREPARATION	EACH	4	\$ 1,000.00	\$ 4,000.00	5	\$ 5,000.00
9	2571.602	ROCK INFILTRATION TRENCH W/TYPE V GEO FABRIC FOR INFILTRATION TRENCHES	CU YD	425	\$ 36.00	\$ 15,300.00	425	\$ 15,300.00
10	2571.602	STANDARD RAINWATER GARDEN PREPARATION	EACH	25	\$ 700.00	\$ 17,500.00	12	\$ 8,400.00
11	2571.607	ROCK INFILTRATION SUMP W/TYPE V GEO FABRIC FOR CUSTOM RAINWATER GARDENS	CU YD	80	\$ 30.00	\$ 2,400.00	81	\$ 2,430.00
12	2571.607	ROCK INFILTRATION SUMP W/TYPE V GEO FABRIC FOR STANDARD RAINWATER GARDENS	CU YD	25	\$ 30.00	\$ 750.00	24	\$ 720.00
13	2571.618	TURF REINFORCEMENT MAT	SQ FT	160	\$ 4.00	\$ 640.00		\$ -
14	2575.604	MULCH MATERIAL, TYPE 6 (2" DEPTH) (CUSTOM GARDENS)	CU YD	35	\$ 55.00	\$ 1,925.00	60	\$ 3,300.00
15	2575.604	MULCH MATERIAL, TYPE 6 (2" DEPTH) (STANDARD GARDENS)	CU YD	20	\$ 55.00	\$ 1,100.00	24	\$ 1,320.00
Schedule H Subtotal:						\$ 103,747.00		\$ 89,473.75

Schedule: I
Description: LAKEWOOD DRIVE SIDEWALK

Item No.	Mn/DOT No.	Item Description	Unit	Contract Quantity	Unit Price	Amount	To-Date Quantity	To-Date Amount
1	2104.501	REMOVE CONCRETE CURB AND GUTTER	LIN FT	80	\$ 3.00	\$ 240.00	35	\$ 105.00
2	2104.523	SALVAGE AND INSTALL BENCH	EACH	1	\$ 225.00	\$ 225.00		\$ -

3	2508.522	ADJUST FRAME AND RING CASTING	EACH	3	\$ 300.00	\$ 900.00	5	\$ 900.00
4	2521.618	4" CONCRETE WALK (LAKEWOOD DRIVE)	SQ FT	7,000	\$ 3.34	\$ 23,380.00	8,577	\$ 21,967.18
5	2531.532	PEDESTRIAN CURB RAMP	EACH	4	\$ 400.00	\$ 1,600.00	6	\$ 2,400.00
6	2563.601	TRAFFIC CONTROL	LUMP SUM	1	\$ 750.00	\$ 750.00	1	\$ 750.00
7	2573.502	SILT FENCE, TYPE MACHINE SLICED	LIN FT	1,300	\$ 1.85	\$ 2,405.00	833	\$ 1,541.05
8	2675.505	SODDING, TYPE LAWN	SQ YD	1,000	\$ 2.65	\$ 2,650.00		\$ -
Schedule i Subtotal:						\$ 32,150.00		\$ 27,663.23

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

Item No.	Mn/DOT No.	Item Description	Unit	Contract Quantity	Unit Price	Amount	To-Date Quantity	To-Date Amount
1		CONNECT TO EXISTING WATER SERVICE	EACH	8	\$ 618.00	\$ 4,944.00	8	\$ 4,944.00
Schedule CO#1 Subtotal:						\$ 4,944.00		\$ 4,944.00

BID SUMMARY

Contract: 09-13
Owner: City of Maplewood
Contractor: Tower Asphalt
Project: Holloway Avenue and Stanich Area Highlands Improvements

Schedule	Description	Amount	To-Date Amount
A	SANITARY SEWER IMPROVEMENTS	\$ 106,863.00	\$ 117,667.00
B	NORTH ST. PAUL WATER MAIN IMPROVEMENTS	\$ 45,529.00	\$ 43,713.50
C	SPRWS WATER MAIN IMPROVEMENTS	\$ 109,320.00	\$ 96,538.00
D	STORM SEWER IMPROVEMENTS	\$ 257,217.60	\$ 250,101.55
E	HOLLOWAY AVENUE ROADWAY IMPROVEMENTS	\$ 414,299.00	\$ 403,180.19
F	STANICH HIGHLANDS AREA ROADWAY IMPROVEMENTS	\$ 862,763.70	\$ 905,671.98
G	PRIVATE DRIVEWAY IMPROVEMENTS	\$ 23,321.25	\$ 6,707.20
H	RAINWATER GARDENS AND INFILTRATION TRENCHES	\$ 103,747.00	\$ 89,473.75
I	LAKEWOOD DRIVE SIDEWALK	\$ 32,150.00	\$ 27,663.23
CO#1	CHANGE ORDER NO. 1	\$ 4,944.00	\$ 4,944.00
Total Bid Amount		\$ 1,980,174.55	\$ 1,945,668.40

AGENDA REPORT

TO: James Antonen, City Manager
FROM: Michael Thompson, City Engineer/Dep. Public Works Director
 Steve Love, Assistant City Engineer
 Jon Jarosch, Civil Engineer I
SUBJECT: **Approve Entering into Contract for Residential Sanitary Sewer Cleaning and
 Televising for 2012 Capital Improvement Projects**
DATE: February 3, 2012

INTRODUCTION

The council will consider authorizing the mayor and city manager to enter into a contract for sanitary sewer service televising and cleaning.

DISCUSSION

It is necessary to televise residential sanitary sewer service pipes where residents have identified past problems. This allows the city to identify sewer problems and make the necessary repairs within the street right of way prior to reconstructing streets. This helps preserve the new pavement by avoiding intrusion after the new street has been placed. Since these costs are likely to be at least \$10,000, but not more than \$50,000, staff solicited proposals from four plumbing firms providing drain cleaning and televising services. Two companies responded to the request for proposals (RFP).

Each proposal summarized below is the cost for services based on 100 feet of pipe:

<u>Company</u>	<u>Sewer Cleaning and Televising</u>	<u>Additional Time and Materials</u>
<i>Drain King</i>	<i>\$180/residence up to 2 hours</i>	<i>\$110/hour after 2 hours, parts included</i>
<i>Ultimate Drain</i>	<i>\$245/residence – televising \$110/residence – cleaning if required</i>	<i>\$95/hour after 1 hour \$50/per additional 50-ft of cabling</i>

BUDGET

Residential sanitary sewer service cleaning and televising will be charged to each respective public improvement project. Costs for these services are built into the indirect costs for each improvement project. There would be no budget impact to public improvement projects.

RECOMMENDATION

It is recommended that the council authorize the mayor and city manager to enter into a contract for services with Drain King for residential sanitary sewer cleaning and televising for 2012 Capital Improvement Projects.

Attachments

1. Proposal from Drain King

DRAIN KING

SEWER & DRAIN CLEANING

7740 BEECH STREET
FRIDLEY, MN 55303
763-786-3000
FAX 763-571-7738

Servicing the Entire Twin Cities Metro Area

SPECIALIZING IN COMMERCIAL ACCOUNTS

PROPOSAL

DATE: January 25, 2012

PROPOSAL SUBMITTED TO:
The City of Maplewood

PHONE:

JOB LOCATION

PHONE

CONTACT

PROJECT 11-14: BARTELMY-MEYER AREA

Direct:(651)249-2405

Jon Jarosch

WE HEREBY SUBMIT SPECIFICATIONS AND ESTIMATES FOR:

\$180 per house to clean and televise up to 2 hours. (\$95 televising, \$75 cleaning)

\$110 per hour for time in excess of 2 hours.

No additional costs for extra lengths.

Clean-out plugs (if needed) are included in bid. Other parts, materials and permit costs are not included in this proposal.

EXCEPTIONS: This proposal may be withdrawn by us if not accepted within sixty days of the above date. Net 30, 20% finance charge on all unpaid balance after 30 days. Drain King Inc. is not responsible for the integrity of plumbing lines and/or fixtures. Cost of replacement to be covered by property owner.

- Drain King will be held blameless for damage caused by the cleaning process or back-ups, owner/agent/renter will take responsibility for 3rd party damage.
- Drain King will be held blameless for work performed by other companies for any reason, including cable extraction, repair or cleaning of pipe, fixtures, walls, ceiling, floor and carpet.

EXPECTATION: This proposal is presented with the expectation all plumbing complies with Minnesota plumbing code. Should repairs be required to achieve compliance, all costs will be the responsibility of the owner.

ACCEPTANCE OF PROPOSAL. The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do work as specified. Payment will be made as outlined.

PRE-LIEN NOTICE: Under Minnesota Law, any person or company supplying labor or material for improvements to a property may file lien against the property if that person or company is not paid for their contributions. If we are granted this project and are not fully paid by the contractor, we can file a lien against the property for the amount of our services.

Signature of Drain King Rep.: _____

Signature of Acceptance: _____

Signature of Acceptance: _____

Date of Acceptance: _____

AGENDA REPORT

TO: James Antonen, City Manager
FROM: Michael Thompson, City Engineer/ Deputy Public Works Director
SUBJECT: **Approval of Resolution Approving Final Payment and Acceptance of Project, Lift Station No.8 Upgrades, Project 10-01**
DATE: February 3, 2012

INTRODUCTION

The contractor, Magney Construction, Inc, has completed the lift station improvements. The city council will consider approving the attached resolution for acceptance of the project and approving final payment to the contractor.

BACKGROUND

On July 26, 2010 the council awarded a construction contract to Magney Construction in the amount of \$144,650.00 to improve the lift station pumps, guide rails, valve vault, and electrical panel. One previous change order increased the contract amount by \$3,443.88, from \$144,650.00 to \$148,093.88.

The final construction cost is \$143,427.88, which is \$4,666.00 below the approved contract amount.

BUDGET

The current approved budget for the project is \$260,000.00. The current expenses incurred to date total \$195,784.15, well under budget. This project was approved using an allocation from the Sanitary Sewer Fund for annual lift station refurbishment. It is recommended that the finance manager be authorized to make the appropriate budget adjustments upon making the necessary transfers for the closure of the project fund.

RECOMMENDATION

It is recommended that the city council approve the attached Resolution Approving Final Payment and Acceptance of Project, for City Project 10-01.

Attachments:

1. Resolution
2. Location Map
3. Final Payment Application

RESOLUTION
APPROVING FINAL PAYMENT AND ACCEPTANCE OF PROJECT
LIFT STATION NO. 8 - CITY PROJECT 10-01

WHEREAS, the City Council of Maplewood, Minnesota has heretofore ordered made Improvement Project 10-01, Lift Station No.8 Upgrades, and has let a construction contract pursuant to Minnesota Statutes, Chapter 429, and

WHEREAS, the City Engineer for the City of Maplewood has determined that the Lift Station No. 8 Upgrades, City Project 10-01, is complete and recommends acceptance of the project.

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

1. City Project 10-01 is complete and maintenance of these improvements is accepted by the City; and the final construction cost is \$143,427.88. Final payment to Magney Construction, Inc., and the release of any retainage or escrow is hereby authorized.
2. The finance manager is hereby authorized to close the project fund 439 and make the appropriate budget adjustments upon making the necessary transfer of \$195,784.15 to cover total project cost funded by the Sanitary Sewer Fund.

Approved this 13th day of February 2012

Lift Station #8



DISCLAIMER: This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only.
 SOURCES: Ramsey County (February 1, 2010), The Lawrence Group: February 1, 2010 for County parcel and property records data; February 2010 for commercial

AGENDA REPORT

TO: James Antonen, City Manager
FROM: Michael Thompson, City Engineer/ Dep. Public Works Director
 Steve Love, Assistant City Engineer
 Jon Jarosch, Staff Engineer
SUBJECT: **2012 Mill and Overlays, Project 11-15**
 a. Resolution Approving Plans and Specifications and Advertising for Bids
 b. Resolution Ordering Preparation of Assessment Roll
DATE: February 7, 2012

INTRODUCTION

Final plans and specifications for the above referenced project have been completed and are ready to be advertised for bids. The bid opening for this project is proposed to be scheduled at 10:00 a.m., Friday March 27, 2012. The next step after approving the advertisement for bids is ordering the preparation of the assessment roll. After the assessment roll is approved at a future meeting, an assessment hearing would be scheduled for April 9, 2012. The award of bid would be considered by the city council at the April 9, 2012 meeting after the assessment hearing is conducted.

BACKGROUND

The feasibility report was ordered at the July 27, 2011 city council meeting. On November 14, 2011 the project was ordered after the public hearing was held.

The proposed project is illustrated on the attached project location maps and consists of the following streets:

- Conway Avenue – (McKnight Road to Century Avenue)
- Highwood Avenue – (McKnight Road to Farrell Street)
- Linwood Avenue – (McKnight Road to Century Avenue)
- Maryland Avenue – (McKnight Road to Lakewood Drive)
- Roselawn Avenue – (Rice Street to Highway 61)
- Stillwater Avenue – (McKnight Road to Lakewood Drive)
- Southlawn Drive – (Beam Avenue to Legacy Parkway)

A plan review open house will be held at the Maplewood Community Center on February 8, 2012 between 5:00 p.m. and 7:00 p.m. The open house is an opportunity for residents to view the design plans and make suggestions for staff to use in final adjustments to the plans.

DISCUSSION

The main focus of the proposed project is the rehabilitation of the pavement surface. Staff is proposing to remove the top 2 inches of existing bituminous by milling (i.e. grinding) and thereby removing the damaged surface. Following the milling operation the milled pavement surface will be inspected for sub-grade failures and additional corrective measures will be applied as necessary.

With the goal of the project being pavement rehabilitation there are no major utility upgrades proposed as part of this project. Minor upgrades associated with this project include the replacement of outdated sanitary sewer castings with castings meeting current city standards and replacement of damaged storm sewer castings. Prior to the placement of the new bituminous overlay all castings will be adjusted to their appropriate heights.

For those streets with existing concrete curb and gutter it is proposed to remove and replace damaged or broken panels prior to the placement of the new bituminous overlay. It is estimated that approximately 10% of the existing concrete curb and gutter will need to be replaced. Staff is also recommending the replacement of all bituminous curb on the project streets. Milling along the base of bituminous curb can further damage the curb and would result in a seam in the bituminous near the base of the curb. Since curbing is often used to contain and help transmit storm-water runoff, having a seam where the water is concentrated increases the risks of degradation to the roadway.

The majority of the pedestrian curb ramps are proposed to be removed and replaced to meet current ADA Guidelines. The final steps of the project will be the placement of a new 2-inch bituminous overlay and the restriping of the road way. The project street widths range from 30 to 44 feet wide and are proposed to remain the same.

Dynamic speed display signs are proposed to be installed in select locations on Highwood Avenue, Linwood Avenue, and Roselawn Avenue to remind motorists of their current speed and the posted speed limit. Speeding was a concern raised by many residents during the neighborhood meetings held in September 2011.

The proposed project schedule anticipates construction beginning in late May and completion of the project in fall 2012.

BUDGET

The total project budget was approved at the October 24, 2011 city council meeting in the amount of \$3,194,800.

The following is a summary of the approved project budget:

APPROVED PROJECT BUDGET	
FUNDING SOURCE	TOTAL AMOUNT
M.S.A. BONDS	\$1,266,400
SANITARY SEWER FUND	\$59,900
ENVIRONMENTAL UTILITY FUND	\$46,200
SPECIAL BENEFIT ASSESSMENT	\$1,146,000
W.A.C. FUND	\$26,300
3M TAX INCREMENT FINANCING	\$650,000
TOTAL FUNDING	\$3,194,800

RECOMMENDATION

It is recommended that the city council approve the attached resolutions for the 2012 Mill and Overlays, City Project 11-15: Approving Plans and Advertisement for Bids and Ordering the Preparation of the Assessment Roll.

Attachments:

1. Resolution Approving Plans and Advertising for Bid
2. Resolution Ordering Preparation of Assessment Roll
3. Location Map

RESOLUTION
APPROVING PLANS
ADVERTISING FOR BIDS

WHEREAS, pursuant to resolution passed by the city council on November 14, 2011 plans and specifications for the 2012 Mill and Overlays, City Project 11-15, have been prepared by (or under the direction of) the city engineer, who has presented such plans and specifications to the council for approval,

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

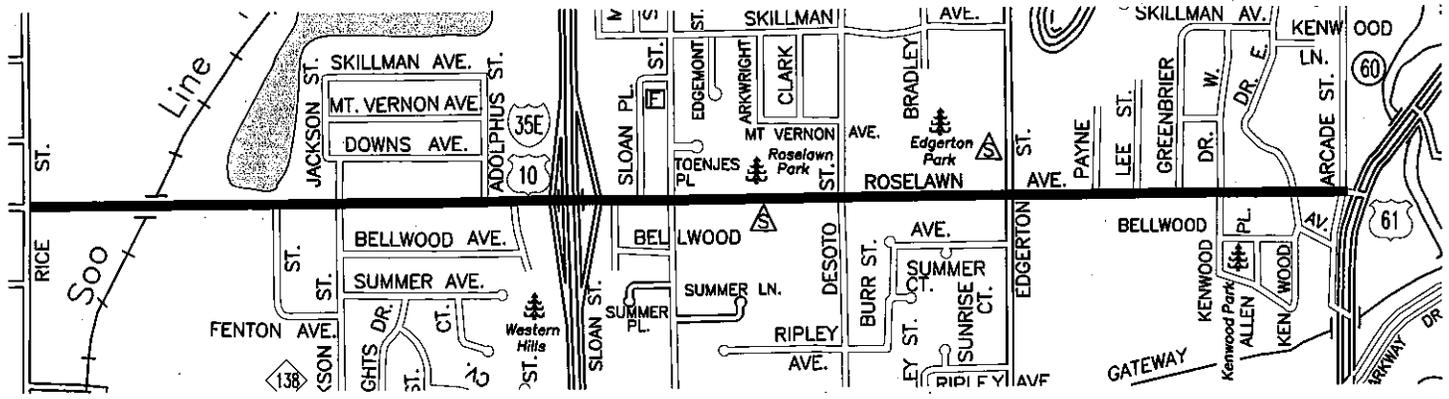
1. Such plans and specifications, a copy of which are attached hereto and made a part hereof, are hereby approved and ordered placed on file in the office of the city clerk.
2. The city clerk shall prepare and cause to be inserted in the official paper and in the Construction Bulletin an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published twice, at least twenty-one days before the date set for bid opening, shall specify the work to be done, shall state that bids will be publicly opened and considered by the council at 10:00 a.m. on the 27th day of March, 2012, at city hall and that no bids shall be considered unless sealed and filed with the clerk and accompanied by a certified check or bid bond, payable to the City of Maplewood, Minnesota for five percent of the amount of such bid.
3. The city clerk and city engineer are hereby authorized and instructed to receive, open, and read aloud bids received at the time and place herein noted, and to tabulate the bids received. The council will consider the bids, and the award of a contract, at the regular city council meeting of April 9, 2012.

RESOLUTION
ORDERING PREPARATION OF ASSESSMENT ROLL

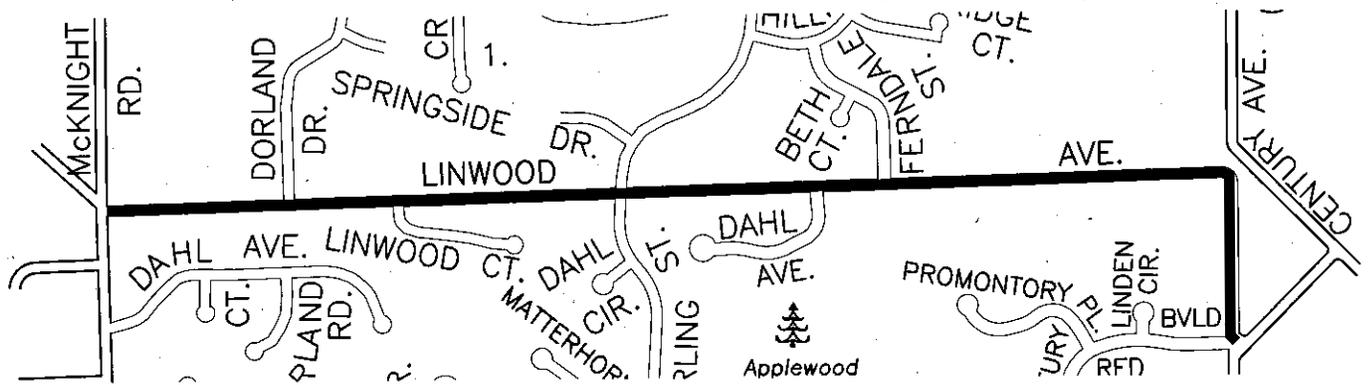
WHEREAS, the city clerk and city engineer will receive bids for the 2012 Mill and Overlays, City Project 11-15,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MAPLEWOOD, MINNESOTA that the city clerk and city engineer shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land abutting on the streets affected, without regard to cash valuation, as provided by law, and they shall file a copy of such proposed assessment in the city office for inspection.

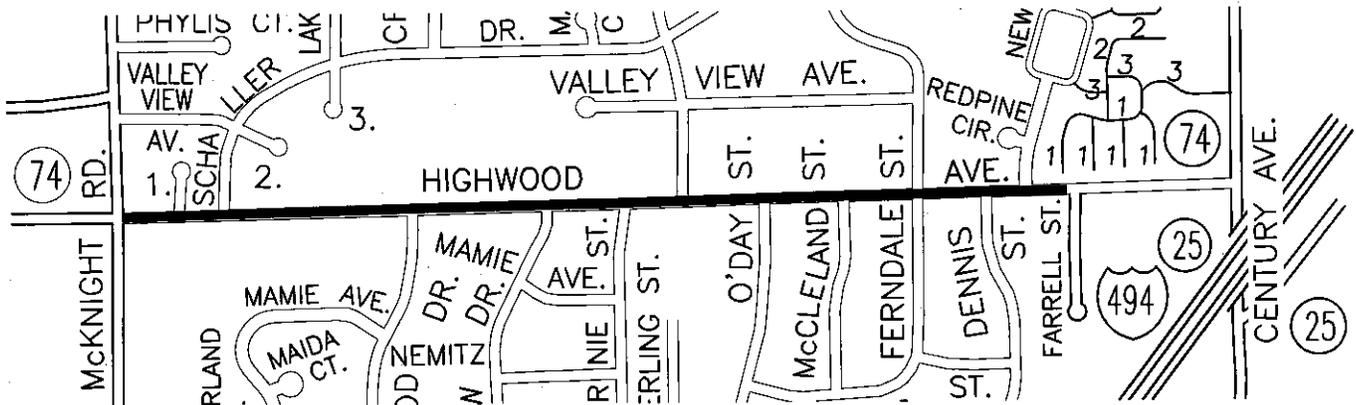
FURTHER, the clerk shall, upon completion of such proposed assessment notify the council thereof.



LINWOOD AVENUE



HIGHWOOD AVENUE



PROPOSED STREET MILL AND OVERLAY

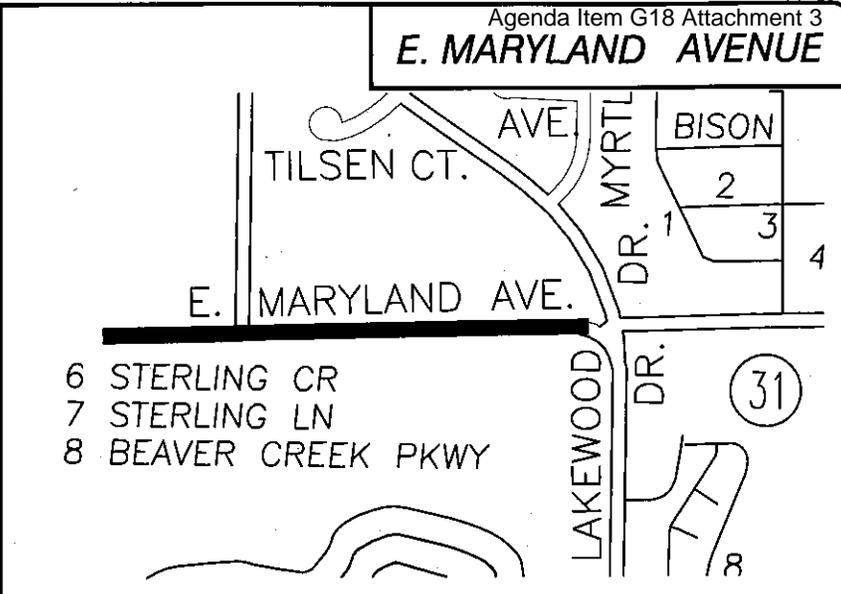
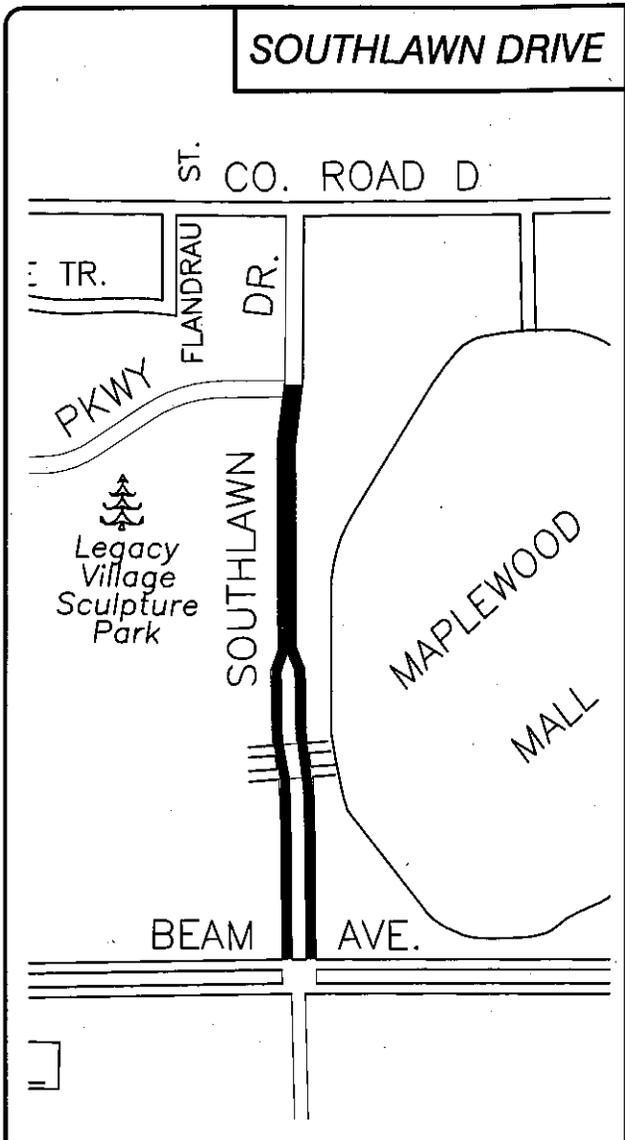
NO SCALE

Capital Improvement Project for 2012

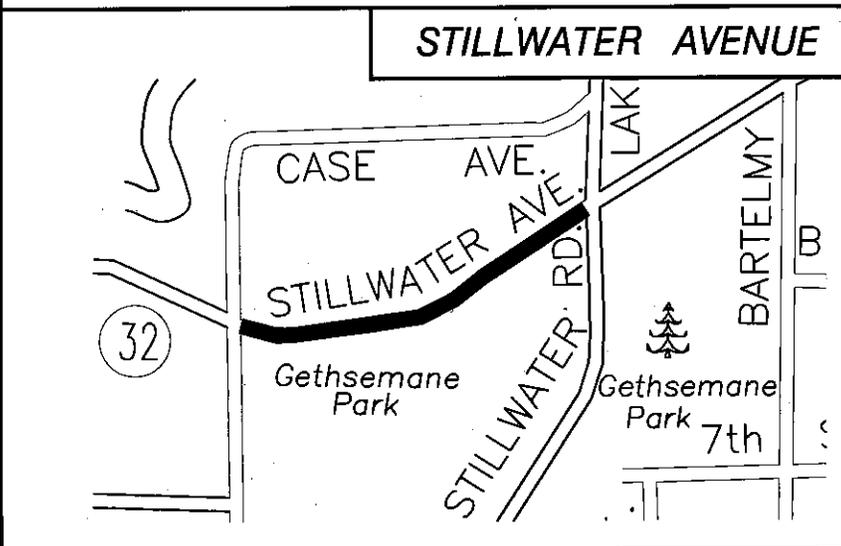
2012 Mill and Overlays
 City Project 11-15



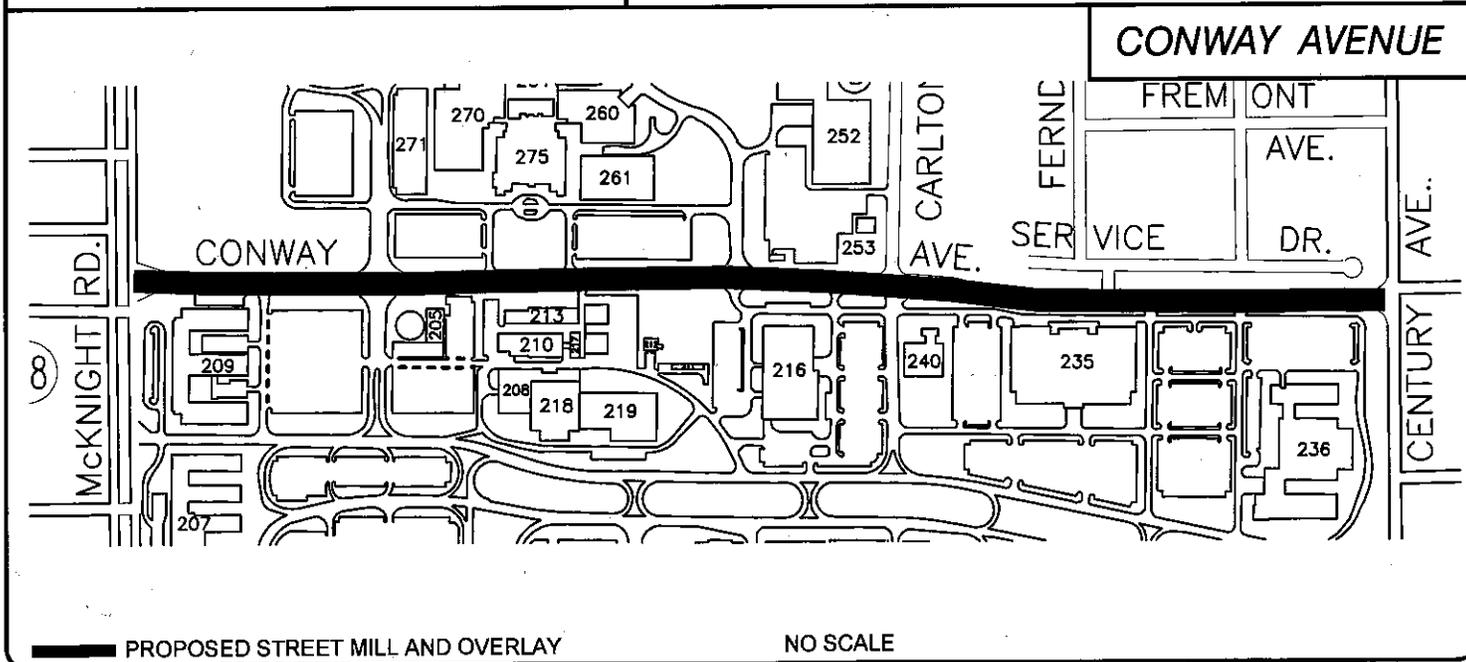
E. MARYLAND AVENUE



STILLWATER AVENUE

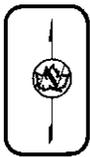


CONWAY AVENUE



PROPOSED STREET MILL AND OVERLAY NO SCALE

Capital Improvement Project for 2012
 2012 Mill and Overlays
 City Project 11-15



AGENDA REPORT

TO: James Antonen, City Manager
FROM: Michael Thompson, City Engineer / Dep. Public Works Director
Steve Love, Assistant City Engineer
Jon Jarosch, Civil Engineer I
SUBJECT: **Bartelmy-Meyer Area Street Improvements, City Project 11-14**
a. Public Hearing 7:00 pm
b. Resolution Ordering Improvement after Public Hearing (4 votes)
DATE: February 3, 2012

INTRODUCTION

The public hearing for this project has been scheduled for 7:00 p.m., Monday, February 13, 2012. Notices of the public hearing have been mailed and published. As previously directed by council, all residents within 500 feet of any street improvement have also been notified for this public hearing in addition to those living on the subject streets. The feasibility study was accepted by the council on January 23, 2012, with a resolution authorizing the preparation of plans and specifications, and calling for a public hearing. The city council will consider ordering the improvement following the public hearing.

BACKGROUND

It is important that the city maintains its infrastructure valued at a little under \$200 million. This project is proposed to meet set goals of the council, as identified in the adopted budget, to attain a pavement condition index rating of 70 out of 100 for 75% of the 135 miles of local streets. Currently 65% of the local streets are rated at 70 or higher, 10% shy of the set goal. In order to meet this goal the Public Works department has been averaging approximately 4 miles of road reconstruction per year. With the recent reduction of funded Capital Improvement Plan (CIP) reconstruction projects in 2012 the proposed CIP project calls for the full reconstruction of approximately 1.3 miles of roadway (see attached 2012-2016 CIP). The city's street reconstruction program began in 1999 and many neighborhoods have seen investment through this program. Post construction surveys have been incorporated into these projects and residents have been very favorable to the neighborhood investment. The reconstruction program is also the best opportunity to reduce the volume of stormwater runoff and pollutants before reaching lakes and wetlands. The city is required to do this as part of the NPDES MS4 Permit requirements mandated through the Minnesota Pollution Control Agency under the Clean Water Act.

The proposed project area can be seen on the attached project location map and is generally located east of Stillwater Road, north of Minnehaha Avenue East, west of Sterling Street, and south of Stillwater Road.

The feasibility report was ordered at the June 27, 2011 city council meeting. Subsequently a letter and information packet were mailed to the residents on July 27, 2010 to provide information on the council's action and to inform them that preliminary engineering, such as soil borings and a topographic survey, would begin within the neighborhood. The information packet contained an article discussing the city's street reconstruction program, an article providing information about Special Assessments, a rain garden pamphlet, a driveway reconstruction program pamphlet, a questionnaire, and information about the questionnaire. Response questionnaires mailed back to the city by residents along with a summary of written comments are attached to this report.

An informational neighborhood meeting was held on September 29, 2011 from 5:30-7:30 P.M. at the Maplewood Community Center. Approximately 26 residents attended the informational meeting. Staff gave a presentation about the project and what a standard street reconstruction project entails. The presentation included the public improvement process, the construction process, existing conditions, proposed improvements, proposed assessments, and an estimated project timeline.

After the presentation residents asked questions, expressed concerns, and gave input about the project. Staff opened up the meeting for a brainstorming session to get ideas from residents about how a Maplewood street project could resolve some long-standing issues in their neighborhood. Staff made themselves available to discuss the project one-on-one after the general question and answer period of the presentation. Based on discussion with the residents they were concerned with the cost of the proposed assessment. Items that residents brought up and felt needed to be improved in the neighborhood included the park equipment at Gethsemane Park, reduction of traffic speed through the neighborhood, localized drainage issues, and there was discussion about which street the proposed sidewalk should be located on. Following the meetings, staff made themselves available via phone, email, and meetings with the residents to discuss the proposed improvements.

Following the September 29th meeting City Staff and the City's consultant began to review the comments received at the meeting and evaluate possible design opportunities to address these concerns. Typically design options for addressing traffic speeds on local streets include bump outs at intersections and narrowing of road ways. Localized drainage issues are normally solved by upgrading the storm sewer system and installing rain gardens. Staff met with the City's parks department to discuss ways in which we could work together to include the park upgrades as part of the street reconstruction project. Staff also began reviewing possible locations for additional sidewalks.

Shortly after the above review process started the City was approached by the Ramsey Washington Metro Watershed District (RWMWD) regarding a very unique one-time grant opportunity. This grant would allow the City and the Watershed to partner together on a neighborhood improvement project. The grant is comprised of funds from the Clean Water Fund Grant and RWMWD. The following are the four major goals of the grant:

- Improve water quality/reduce storm water runoff
- Improve pedestrian/bike safety
- Reduce traffic speeds
- Enhancement of the Urban Forest

The design concept for the grant, often referred to as the "Living Streets Concept", achieves these four goals by first narrowing the roadway to reduce the impervious surface (see attached Street Layout – Concept). This reduces the storm water runoff, helps improve the water quality, reduces traffic speeds, and has the added advantage of cutting down on long term maintenance costs of the road way. The extra boulevard area provides additional area to install low maintenance rain gardens to further improve water quality and reduce the storm water runoff. Sidewalks are installed along one side of all streets to promote pedestrian safety. Boulevard trees will be planted to enhance the urban forest.

In reviewing this grant opportunity staff found that many of the design options that were being reviewed to address the items brought up at the September 29th meeting fell in line with the goals and design concepts of the grant. City Staff, the City's consultant, and RWMWD began evaluating and preparing a plan using the grant's design concept in order to set up another neighborhood meeting.

A second informational neighborhood meeting was held on November 15, 2011 from 5:30-7:30 P.M. at the Maplewood Community Center. Approximately 22 residents attended the informational meeting. Staff presented the revised concept layout that included information about the grant opportunity, the proposed layout, and how the layout addressed the concerns brought up at the September 29th neighborhood meeting.

After the presentation residents asked questions, expressed concerns, and gave input about the project. The concept was generally well received while the installation of neighborhood sidewalks was met with mixed feelings by parties on both sides of the idea. Some residents were worried about the increased cost sidewalks could have on the project/assessments, having to maintain sidewalks during the winter, and the perceived loss of property. While others were favorable to having a dedicated location to walk off of the street.

On November 17, 2011 staff met with the local Girl Scout Troop 53521 at Gethsemane Lutheran Elementary School to discuss the proposed Bartelmy-Meyer Area Street improvement project. Girl Scout Troop 53521 has been very involved with improving pedestrian facilities within the school zone area. A summary of the meeting was included as an "FYI Article" to the council previously and is attached to this agenda report.

An additional neighborhood meeting was held on February 2, 2012, prior to the Public Hearing, at which staff was available to the residents to answer questions about the proposed project design, the construction process, and assessments. Only 7 residents attended the meeting.

Staff brought the project design concept before the Community Design Review Board, the Parks and Recreation Commission, the Environmental and Natural Resources Commission, and the Planning Commission. Staff presented the design concept, showed how the design addressed concerns of residents, answered questions, and solicited feedback from the various commissions. Overall the commissions were very supportive of the proposed design and how the project also met Livable/Living Streets goals and design concepts for the Bartelmy-Meyer Area Street Improvement project.

DISCUSSION

The neighborhood improvement project generally consists of the following streets: Bartelmy Lane, Brand Avenue, Mary Street, Meyer Street, and 7th Street (east of Bartelmy Lane). Street and utility improvements for all of the above listed streets were planned for 2012 reflecting the council's previous adoption of the 2012-2016 Capital Improvement Plan (CIP).

Staff is proposing to add 7th Street (west of Bartelmy Lane) and Sterling Street to the project. 7th Street (west of Bartelmy Lane) and the Sterling Street are currently in use and maintained by city forces. These additional roadways are in need of repair and will allow for a complete neighborhood reconstruction design and would represent a cost savings over reconstructing them as standalone projects.

Saint Paul Regional Water Services (SPRWS) owns and operates the water mains within the Bartelmy-Meyer neighborhood. SPRWS has identified that the majority of the water main in this area is cast iron pipe installed in the 1960's and is in need of replacement. SPRWS has agreed to replace the approximately 8,000 L.F. of cast iron pipe with new 8" ductile iron pipe.

Staff is proposing to add the Gethsemane Park Improvements to the scope of the project. The park equipment was installed in 1985 and currently consists of a slide and a metal gym (see attached park photos). The playground equipment at Gethsemane Park is outdated and in need of improvement. This issue was brought up by residents at the neighborhood meetings. Staff believes that by incorporating this

into the project as a bid alternate it will provide the opportunity for a much needed neighborhood improvement.

Staff is proposing to add the construction of a concrete sidewalk along the north side of Cope Avenue from White Bear Avenue to Hazelwood Street to this project. Several unconnected segments of sidewalk exist within the City and in this case along the north side of Cope Avenue in front of the local businesses. This sidewalk will provide a connection to the north/south sidewalk located on the east side of Hazelwood Street to the north/south sidewalk along the west side of White Bear Avenue. The sidewalk will also provide pedestrian access to the businesses located on the north side of Cope Avenue and is located just north of a bus stop on White Bear Avenue. Staff has received a number of requests for a sidewalk along Cope Avenue from White Bear Avenue in the past. This addition to the project scope will be added as a bid alternate, which later allows flexibility in the work that is awarded.

Staff is also proposing to add the installation of fiber optic lines along Beam Avenue from Southlawn Drive to Fire Station 3 located on County Road C and along East 7th Street from Century Avenue to the Maplewood Nature Center. Staff has been building a network of fiber optic lines with the goal of securing a reliable, high-speed system between various city facilities. This work will utilize existing vaults owned by North St. Paul to reduce installation costs and will also be added as a bid alternate to the project.

The following is a summary of the proposed improvements to the neighborhood streets. All of the streets in the proposed project area do not have concrete curb and gutter. New concrete curb and gutter would be installed along all of the neighborhood streets. The full roadway throughout the neighborhood will need to be removed and replaced as part of the street reconstruction due to lack of an adequate existing road cross-section and deteriorating pavement condition. The majority of the existing neighborhood streets are currently constructed without the necessary aggregate base to provide a firm base to support the bituminous section of the road. Poor subgrade soils will need to be removed and replaced with a granular material to allow proper subsurface drainage in order to prevent frost heaving.

The neighborhood street widths range from 24 to 30 feet wide. The streets are proposed to be constructed at 24 feet wide with parking restricted on the opposite side from the walk. Parking bays on Bartelmy Lane adjacent to Gethsemane Park are proposed to add additional parking adjacent to the park. Sidewalks are proposed on one side of all neighborhood streets to promote pedestrian safety. The sidewalk will connect into the newly constructed trail along Stillwater Road at the north end of the project and provide pedestrian access to the local school, park, the Maplewood Nature Center property, and the trail running along Minnehaha Avenue. The sidewalk along Bartelmy Lane north of 7th Street will be maintained by the city and the residential walks on and south of 7th Street will be maintained by the residents during the winter for snow removal. The City will assist with a transition period over the first couple of years. City forces plow sidewalk along major collector roadways.

Limited storm sewer is present within the project area. An expansion of the existing system is a major part of the proposed improvements to relieve drainage issues, reduce street ponding problems, and reduce the amount of storm water runoff in the roadway section. The majority of the existing system was found to be in need of replacement as part of the proposed project.

Currently there are no water quality treatment practices in the project area. Proposed treatment features such as a regional rainwater garden and boulevard rainwater gardens will provide the means to capture and reduce pollutants from reaching downstream water bodies. Staff will be working with RWMWD and the residents on the location and design of the rainwater gardens.

The city's sewer superintendent has noted that this neighborhood's sanitary sewer system has a history of root intrusion, structural deficiencies, and has identified need for spot repairs to the main line, main lining,

and manhole reconstruction. Additionally the city will pay for a free sewer service cleaning/televising for homeowners; and any deficiencies found within the right of way would be paid for by the city during the project. The city’s sewer superintendent has also identified several main lines outside of the project area that are in need of lining that are proposed to be added to scope of the project as a bid alternate.

ASSESSMENTS

Based on the City of Maplewood’s Assessment Policy, parcels will be assessed on an equal “unit” basis. The City’s current residential unit assessment rate for a full street reconstruction including storm sewer is \$7,690. However, per Minnesota State Statute 429, the assessment amount cannot be greater than the benefit received by the property from the improvement.

An independent appraisal firm was hired to ascertain an opinion of special benefit received by properties within the neighborhood project area. This information was used to set the proposed special benefit assessment amounts for the project area. There are 102 assessable residential parcels and 3 assessable commercial parcels within the project area. The project assessment “unit” rates have been set based on the special benefit appraisal as follows:

- Residential
 - Special Benefit Assessment Rate = \$6,100/unit

- Commercial and Multi-Family Residential
 - Special Benefit Assessment Rates = Per Linear Front-Foot
 - Commercial properties assessment rates per linear front-foot are based upon special benefit appraisals for the specific properties

BUDGET

The total project budget approved at the January 23, 2012 city council meeting is \$4,157,000. The improvements are proposed to be financed through a combination of special assessments to the benefiting properties, G.O. Improvement Bonds, E.U.F and W.A.C. funds, other City of Maplewood funds, St. Paul Water fund, and the RWMWD Grant Fund. The following is a summary of the estimated financing for the proposed project:

FEASIBILITY ESTIMATED PROJECT COST RECOVERY	
FUNDING SOURCE	FEASIBILITY ESTIMATE
RWMWD GRANT FUND	\$907,000
G.O. IMPROVEMENT BONDS	\$1,401,390
SPECIAL BENEFIT ASSESSMENTS	\$733,610
SANITARY SEWER FUND	\$140,000
W.A.C. FUND	\$50,000
ENVIRONMENTAL UTILITY FUND	\$175,000
PARK FUND	\$20,000
ST. PAUL WATER	\$700,000
DRIVEWAY REPLACEMENT PROGRAM	\$30,000
TOTAL FUNDING	\$4,157,000

*Note: Includes G.O. Improvement Bond funding in the amount of \$710,000.00 from Fund 510 from previous projects, which reduces bonding obligations to \$691,390.00.

With the understanding of holding to debt levels resulting from the approved 5-year CIP the intent is to design this project with a number of bid alternate options which could reduce the scope of improvements; such as eliminating Fiber Optic Improvements and/or scaling back the extent of the Cope Avenue sidewalk improvements. In essence, this would allow the bids to be received and the city can choose the design based on the cost it is comfortable with in order to proceed.

CONCLUSION

The proposed project improvements are necessary to replace and upgrade city infrastructure and to meet storm water regulatory requirements in addition to council goals. The water delivery and storm sewer systems are in need of replacement and the sanitary system is in need of repair. Also the full reconstruction of the streets is needed due to numerous pavement distresses and inadequate supporting materials. Street reconstruction will also address street ponding/icing issues by designing and building a proper street section to include concrete curb and gutter and proper slopes.

In order to meet storm water regulatory requirements, volume reduction measures must be implemented to capture pollutants before reaching lakes and wetlands. As part of the city's obligation, volume reduction of 1" over the impervious areas must be met. The Living Street Concept represents an innovated and economical design that helps meet these requirements and address the resident comments received at the September 29, 2011 neighborhood meeting.

Overall the proposed design concept was generally well received while the installation of neighborhood sidewalks was met with mixed feelings with parties on both sides of the idea. Some residents were worried about the increased cost sidewalks could have on the project/assessments, having to maintain sidewalks during the winter, and the perceived loss of property. While others were favorable to having a dedicated location to walk off of the street. Residents were also concerned with the cost of the proposed assessment.

Residents benefiting will be assessed a total of \$6,100. This amount can be paid over a period of 15 years on the taxes at an interest rate estimated at 6%. Assessment deferment options are available for those citizens meeting age or disability and income requirements where the assessment would cause financial hardship. If the project is ordered to proceed the staff would work with those individuals to file an assessment objection prior to the Assessment Hearing to be held at a later date.

RECOMMENDATION

It is recommended that the city council approve the attached resolution ordering the improvement for the Bartelmy-Meyer Area Street Improvement, City Project 11-14. (Four affirmative votes are required to approve this resolution).

Attachments:

1. Resolution Ordering Improvement
2. Feasibility Report – Executive Summary
3. Questionnaire Results
4. Location Map
5. 2012-2016 CIP Bartelmy Meyer Area Streets
6. FYI Girl Scout Meeting
7. Living Streets Design Concept
8. Existing Park Photos

RESOLUTION
ORDERING IMPROVEMENT

WHEREAS, a resolution of the city council adopted the 23rd day of January 2012, fixed a date for a council hearing on the proposed street improvements for the Bartelmy Meyer Area Street Improvements, City Project 11-14.

AND WHEREAS, ten days mailed notice and two weeks published notice of the hearing was given, and the hearing was duly held on February 13, 2012, and the council has heard all persons desiring to be heard on the matter and has fully considered the same;

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

1. That it is necessary, cost-effective and feasible, as detailed in the feasibility report, that the City of Maplewood make improvements to the Bartelmy-Meyer Area Street Improvements, City Project 11-14.
2. Such improvement is hereby ordered as proposed in the council resolution adopted the 13th day of February, 2012.
3. The City's consultant engineer, Kimley-Horn and Associates, Inc., is the designated engineer for this improvement and is hereby directed to prepare final plans and specifications for the making of said improvement as previously directed by the city council at the January 23, 2012 council meeting.
4. The finance director was authorized to make the financial transfers necessary to implement the financing plan for the project by the city council at the January 23, 2012 council meeting. A project budget of \$4,157,000 was established. The approved financing plan is as follows:

ESTIMATED PROJECT COST RECOVERY	
FUNDING SOURCE	FEASIBILITY ESTIMATE
RWMWD GRANT FUND	\$907,000
G.O. IMPROVEMENT BONDS*	\$1,401,390
SPECIAL BENEFIT ASSESSMENTS	\$733,610
SANITARY SEWER FUND	\$140,000
W.A.C. FUND	\$50,000
ENVIRONMENTAL UTILITY FUND	\$175,000
PARK FUND	\$20,000
ST. PAUL WATER	\$700,000
DRIVEWAY REPLACEMENT PROGRAM	\$30,000
TOTAL FUNDING	\$4,157,000

*Note: Includes G.O. Improvement Bond funding in the amount of \$710,000.00 from Fund 510 from previous project, which reduces bonding obligations to \$691,390.00.

Approved this 13th day of February 2012

**CITY OF MAPLEWOOD
BARTELMY-MEYER AREA STREET IMPROVEMENTS
MAPLEWOOD CITY PROJECT 11-14**

EXECUTIVE SUMMARY

This Feasibility Study and Report has been prepared for the Bartelmy-Meyer Area Street Improvements, Maplewood City Project 11-14. The proposed project includes the following improvements:

- Full reconstruction of the following streets to include removal and replacement of existing bituminous pavement, concrete curb and gutter construction, and subgrade correction as necessary.
 - Brand Street
 - 7th Street
 - Meyer Street
 - Mary Street
 - Sterling Street
 - Bartelmy Lane

- 7th Street and Sterling Street have been added to the project scope as these roadways are in need of repair and will allow for a complete neighborhood reconstruction design.
- Sidewalk construction throughout the project area on one side of each roadway.
- Storm sewer and other storm water best management practices (BMPs) for runoff quantity and quality control. Storm sewer improvements are proposed to include catch basins and storm sewer pipe as needed in addition to existing storm sewer facilities. Existing storm sewer structures and pipe that are damaged or over capacity are proposed to be replaced as necessary. The construction of rainwater gardens and other storm water BMPs will be necessary to meet watershed and city infiltration requirements.
- Sanitary sewer repair as deemed necessary through televising and manhole condition assessments. Properties not currently serviced by sanitary sewer or properties which may be subdivided in the future will require additional sanitary service to be constructed as a part of this project.
- Cured in-place pipe (CIPP) sanitary sewer lining improvements outside the project limits as identified by the City's Utility/Fleet Superintendent.
- Replacement of all cast iron water main pipe within the project area. SPRWS has identified approximately 8,000 feet of water main replacement.
- Replacement of the playground equipment at Gethsemane Park.
- Sidewalk construction along Cope Avenue from White Bear Avenue to Hazelwood Street.
- Fiber optic improvements in two locations outside of the project area to enhance the city's existing fiber optic communication system between city facilities.

The estimated costs for the proposed improvements are detailed below. These costs include a 10% construction cost contingency and a 25% allowance for indirect costs.

<u>Proposed Improvement</u>	<u>Estim</u>	<u>ated Cost</u>
Street Improvements		\$ 2,259,000
Storm Sewer Improvements		\$ 599,000
Sanitary Sewer Improvements		\$ 140,000
Watermain Improvements		\$ 750,000
Driveway Replacement Program		\$ 30,000
Gesthemane Park Improvements		\$ 100,000
Cope Avenue Sidewalk Improvements		\$ 179,000
<u>Fiber Optic Improvements</u>		<u>\$ 100,000</u>
Total Project Cost	\$	4,157,000

The improvements are proposed to be financed through a combination of special assessments to benefiting properties, RWMWD grant funds, WAC funds, SPRWS funds and other City of Maplewood funds. The following is a summary of the estimated funding amounts from each of the proposed financing sources:

<u>Financing Source</u>	<u>Amount</u>
RWMWD Grant Fund	\$ 907,000
G.O. Improvement Fund	\$ 1,401,390
Special Assessments	\$ 733,610
Sanitary Sewer Utility Fund	\$ 140,000
WAC Funds	\$ 50,000
Environmental Utility Fund	\$ 175,000
Park Fund	\$ 20,000
SPRWS Funds	\$ 700,000
<u>Maplewood Driveway Replacement Program</u>	<u>\$ 30,000</u>
Total	\$ 4,157,000

The following is the proposed project schedule for the project if the City Council votes to proceed:

Maplewood City Council Receives Feasibility Report, Calls Public Hearing, and Authorizes Preparation of Plans and Specifications	January 23, 2012
Maplewood Public Hearing	February 13, 2012
Maplewood City Council Approves Plans and Specifications, and Authorizes Ad for Bids	March 26, 2012
Bid Opening	May 4, 2012
Maplewood Assessment Hearing and City Council Awards Contract	May 14, 2012
Start Construction	May 2012
Construction Complete	September 2012

Based upon the analysis completed as a part of this report, the proposed Bartelmy-Meyer Area Street Improvements, Maplewood City Project 11-14, are feasible, necessary, and cost effective, and would benefit the City of Maplewood.

Bartelmy Meyer Area Streets
City Project 11-14
Questionnaire Results

Street	Years Lived @ Address	Sanitary Issue	Require Regular Cleaning	Comment	Drainage Issue	When	Standing Water	Comment	Direct Flooding	Comment	Rain Garden	Driveway Program	General Comments
7th	14	no	no		no		yes	about an hour, 100 ft from house, SE, no damage	no		maybe	yes	It seems expensive. It should be half that price.
7th	38	no	no		no		no		no			yes	
7th	25	no	no		no		no		NO		yes	yes	
7th	3.5	no	no		no		no		no		no	no	see attached letter
Bartelmy	10	No	No		No		Yes	Several hours, near garage, nuisance the next day after a storm, 5 ft west of house & fence, creating damage	No		Yes	Yes	Not happy with more taxes. Sick of the taxes in Maplewood.
Bartelmy	2	yes	no	toilet clogs often	yes	after big storms, in the spring	yes		no		yes	no	
Bartelmy	24	no	no		no		no		no		no	no	
Bartelmy	54	yes?	yes?	root from boulevard tree get into the sewer pipe occasionally	no		no		yes	3-4 years ago drain cutter pipe was no long enough to handle heavy, heavy rain - problem corrected with longer drain pipe		no	it is greatly needed
Bartelmy	15	yes	yes	main backs up regularly, every 1-3 months pending weather	yes	after big storms, after almost any rain/melting event, in the spring, all the time	no		no		yes	no	husband is an EMT/firefighter for the city. He needs to be able to get in and out easily in an emergency.
Bartelmy	2	no	no		yes	after big storms	no		no		no	no	
Bartelmy	25	no			no		no		no		no	no	corner lot. Paid assessment of \$3066.65 for Bush St. improvement. Runs on north border of property
Bartelmy	32	no	no		no		no		no			no	
Bartelmy	10	no	no		no		no		no		no	no	
Bartelmy	35	no	no	tree roots twice last year		after big storms, in the spring	no		no		yes	no	
Bartelmy	54	no	yes	roots every 3 years	yes	after big storms, very little water came in. Dehumidifier takes care of it.	no		no		no	no	
Bartelmy	42	yes	yes	roots once in 2 years	no		no		no		no	no	Too expensive! Bad time to cost tax payers more money!
Bartelmy	54	no	no		yes	after big storms	no		no		no	yes	Don't want it. Don't need it.
Bartelmy	4	yes	yes	dip in pipe in front yard	no		no		no		yes	yes	
Bartelmy	11	yes	yes	clogs. Some tree roots and a clog at the main sewer line. Every 1-2 years	no	I have 2 storm drains in my back yard that collect water from low areas and route water to the main storm drain in the front.	no		no		no	no	I think my road way is fine the way it is. I'm having a hard time making ends meet, financially speaking. Now this?

Bartelmy Meyer Area Streets
City Project 11-14
Questionnaire Results

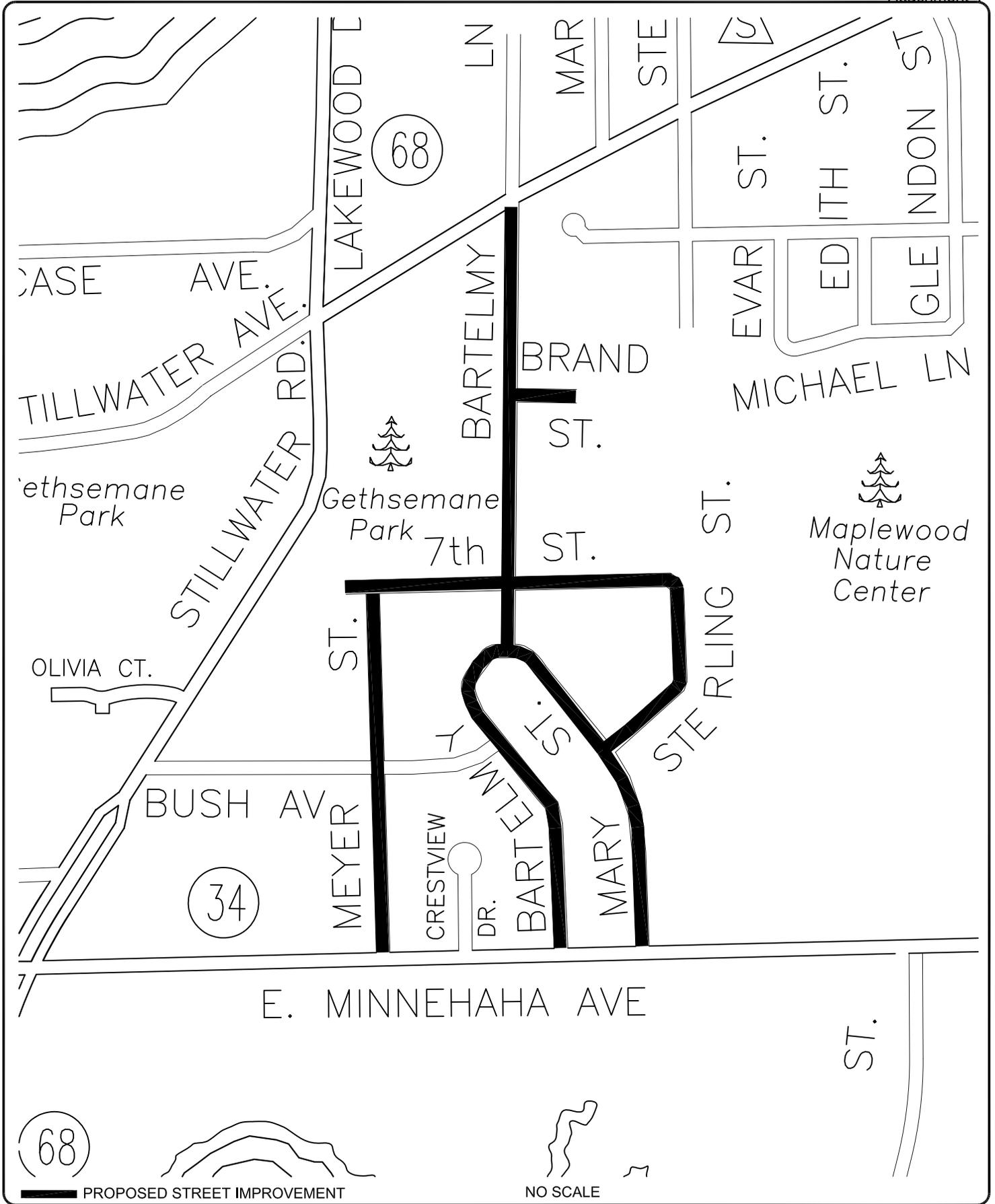
Street	Years Lived @ Address	Sanitary Issue	Require Regular Cleaning	Comment	Drainage Issue	When	Standing Water	Comment	Direct Flooding	Comment	Rain Garden	Driveway Program	General Comments
Bartelmy	14	no	no	one time roto rooter cleaned tree roots, tree is now gone	no		no		no		no	no	
Bartelmy	12	no	no	occasional main line sewer cleaning, tree roots from home to sewer	yes	after big storms, in the spring	yes	varies, 30 ft north of house	no		no	no	He is currently renting the house out.
Bartelmy	12	no	no		no		no				?	no	
Bartelmy	55	no	no	We had our home waterproofed 5 years ago. It helped.	yes	after big storms	yes	several hours, 10 ft from house, south side of property	no	our problem comes up from basement floor, water only	no	yes	
Bartelmy	17	no	no		yes	after big storms	no		no		yes	yes	
Bartelmy	16	no	no		no		no					yes	
Bartelmy	15	yes	yes	drains backed up mainly due to tree roots	yes	after big storms	yes	1-3 hours, 20-35 ft west of house, in front, nuisance	yes		yes	no	I am currently considered low income based on my federal tax returns. Are there any considerations for low income home owners?
Brand	9	no	no		no		no		no		yes	yes	I can't say we're happy with either the scope or cost of this project, and are concerned that due to the unique circumstances of our street, our costs will be disproportionately high.
Brand	9	no	no		yes	after big rain storms	no				yes	yes	Raingarden at the dead-end 12x24 is acceptable in addition to one on our property.
Brand													
Brand	46	no	no		no		no		no		no	no	Only 2 homes on Brand dead end. Do we pay for entire road?? Road slants towards my property. Driveway across from me has potential to send all water down my driveway, if it is blacktopped. I keep a ditch and keep a drainage hole by my garage door.
Bush	13	yes	yes	require cleaning due to the roots every 6 months	yes	after big storms	no		no		yes	no	
Bush	14	no	no			rarely get small area of wet floor after heavy rain or rapid snow melt in spring	no		no		?	?	sewer and road replaced in 2001 - why again and why do I have to pay for it again?
Bush	23	yes	yes	the roots from home to street cleaned out every 5 years	no		yes	about an hour, 300 ft south of house	yes	toilet ran 24/7 and main sewer line to street was plugged - augered out and restoration from insurance	yes	no	
Mary	19	No	No		No		no	we had gutters installed 10 years ago	yes		no		
Mary	12	yes	yes	tree roots blocking drainage so drain backed up into basement, every 2 years or so (receipt)	no		no		no		no	yes	
Mary				roto rooter receipts									

Bartelmy Meyer Area Streets
City Project 11-14
Questionnaire Results

Street	Years Lived @ Address	Sanitary Issue	Require Regular Cleaning	Comment	Drainage Issue	When	Standing Water	Comment	Direct Flooding	Comment	Rain Garden	Driveway Program	General Comments
Mary	21	no	no		yes	in the spring	yes	use a pump to divert down driveway, 40 ft from house in back	no		yes	yes	Better lighting. Sidewalk on Mary St. instead of Meyer. We are landlocked by 3 major busy roads: Stillwater, Minnehaha, and McKnight. This area needs a better park on the newly purchased park land.
Mary	38	no	no		no		no		no		no	no	
Mary	24	no	no		no		no		no		yes		
Mary	33	no	no		no		no		no		yes	no	
Mary St.	50	no	no		no		no		no		no	no	I do not think this project will benefit me in any way I am satisfied with my street the way it is.
Mary St.	6	no	no		yes	after big storms, after almost any rain/melting event, in the spring	yes	3 + days, 50 ft east of house, has done damage	yes	Nothing was done. What do I do? Regrade my yard?!	yes	no	
Mary St.	52	no	no		rarely		no		yes	rainwater came in between the lower outside of wooden window on N. in basement. The area was rebuilt. problem solved.	no	no	
Mary St.	30	no	no		yes	after big rain storms	yes	20 minutes, 3 - 4 ft from house, in front, nuisance	no		no	no	It bothers me that the city wants to improve the street and it will cost me over a thousand dollars. And it will rip my yard up.
Mary St.	55	no	no		no		no		no		no	no	
Mary St.	55	no	no		no		no		no		no	no	You don't want to know!
Mary St.	14	no	yes	tree roots	no		no		no		no	no	
Mary St.	41	yes	yes	tree roots /tampons (receipt)	yes	after big storms	yes	spring, bottom of the back yard, 100 ft from house	no		yes	yes	Just filled bankruptcy this July 2011. Wondering how we are going to handle the taxes.
Meyer	2	no	no		yes	after big storms, very small amount of water along west wall	no		no		yes		I can't wait for the repairs. It will look very nice!
Meyer	6	no	no		yes	after big storms, any rain or melting event causes moisture in the floor	no		no		yes	yes	Very good proposal. I support it 100%.
Meyer	3.5	no	no		no		no		no		no	no	
Meyer	14	no	no		no		no		no		no	yes	
Meyer	2.5	yes	yes	tree roots, backup, needs roto rooter, occurs every 2 years	yes	after big storms	no		no		yes	yes	
Meyer	26	yes	yes	sewer problems every other year	yes	after big rain storms	yes	stays for 1 day, 1 foot from house on north side	no		no	yes	Our entire block do not want sidewalks - there is no foot traffic. As mentioned at the meeting, the people on Bartelmy want the sidewalk as it's more of a thoroughfare.

Bartelmy Meyer Area Streets
City Project 11-14
Questionnaire Results

Street	Years Lived @ Address	Sanitary Issue	Require Regular Cleaning	Comment	Drainage Issue	When	Standing Water	Comment	Direct Flooding	Comment	Rain Garden	Driveway Program	General Comments
Meyer	54		yes	roots from house to street, cleaned yearly, on a maintenance system with Drain busters.	no		no		no		no	no	
Meyer	5	no	yes	slow drainage, water back up in basement due to roots. Problem or block found by street? Once every year or so.	yes	after big storms	yes	soaked up by end of day. Right by foundation in back yard. Poor grading by hose/gate. Nuisance installed	yes	2007-08, 09, 10 about once a year water may come in through basement window, only old one, as others have been replaced. Egress intended, so no new window installed	no	no	New roads will potentially bring more & faster traffic in a quiet neighborhood.
Meyer	55	no	no		no		no		no		no	no	I am 82 years old. Cannot pay for the road.
Meyer	4	no	no	had a 1 time problem with roots. Pipe has been replaced	yes	after big storms, in the spring (goes into garage)	yes	on driveway, lasts a day, bottom of steps near retaining wall	no		yes	yes	do not want trees removed. Cost issue as we are not planning to live at home long term. Our section of road is not as bad as others. Do not want sidewalk on our side of street.
Meyer	7	yes	yes	roots every 3 years	yes	after big storms, not bad in past years, but 2011 has been worse	yes	2 days, 30 ft from house (behind house down the hill)	no		yes	no	
Meyer	11	no	no		no		no		no		no		my new driveway and fence
Meyer	7	no	no		no		no		no		yes	yes	I have a neighbor that resides at the dead end on Stillwater Road (Seventh & Meyer) that has created his own private drive that goes onto Seventh and on our property - what barrier or will he be taxed for the boulevard as well?
Minnehaha	54	no	no		no		no		no		no	no	Too costly! Just repair the street. I have no problem on this corner. We are senior citizens.
Minnehaha	40	no	no		no		no		no		no		
Sterling	4	No	No		No		Yes	Near cemetery, not near house or street, 75 ft east of house	No			no	
Sterling	10	no	no		no		no		no		no	yes	
Sterling	54	no	no		no		no		no		no	no	
Sterling	58	no	no		no		no		no		no	no	



Capital Improvement Project for 2012

Bartelmy Meyer Area Streets
City Project 11-14



CITY OF MAPLEWOOD CAPITAL IMPROVEMENT PLAN 2012 - 2016

PROJECT TITLE: Bartelmy Meyer Area Streets	TOTAL COST: \$2,430,000
PROJECT NUMBER: PW08.070	PROJECT CATEGORY: Public Works
DESCRIPTION: Neighborhood Area Street Improvements and Full Reconstruction of State Aid Street	

JUSTIFICATION:

Bartelmy Street, a state aid route from Minnehaha Avenue to Stillwater Road, is in poor condition. This section of roadway does not currently have curb and gutter. The northern half of the roadway has minimal storm sewer. A full reconstruction is necessary. The neighborhood streets north of Minnehaha Avenue and east of Stillwater Road are beginning to fail and are in need of improvement. The streets include Brand Street, Meyer Street, Mary Street, and 7th Street.

1.3 miles of streets, Average PCI: 36/100

PROJECT COSTS AND FUNDING SOURCES BY YEARS:

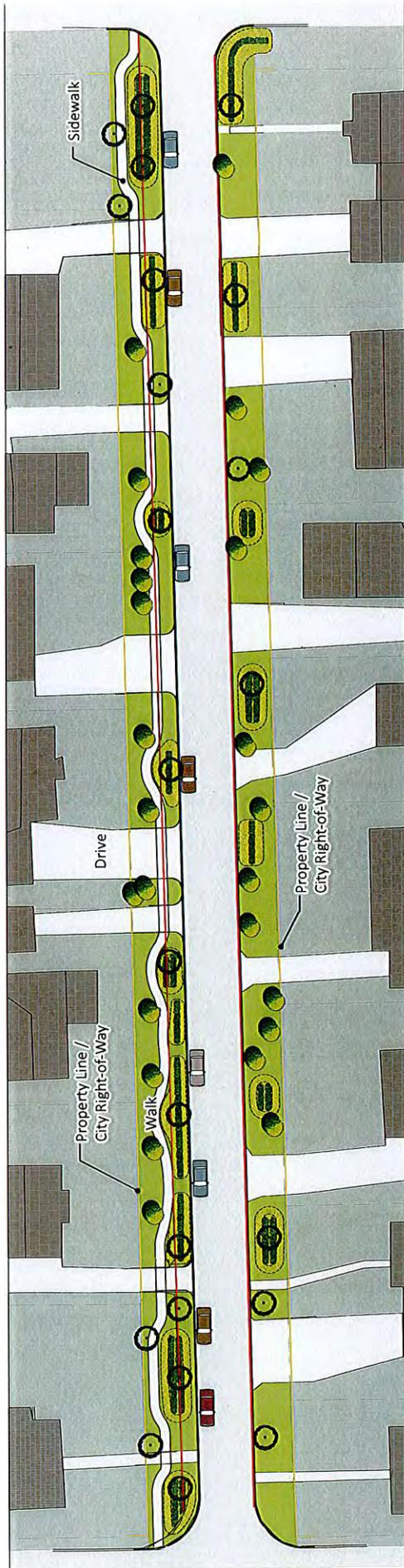
Funding Source	Prior Years	2012	2013	2014	2015	2016	Funding Total
Bonds-G.O. Improvement	100,000	183,400	0	0	0	0	283,400
Bonds-Special Assessment	0	851,000	0	0	0	0	851,000
Sanitary Sewer Fund	0	172,000	0	0	0	0	172,000
St. Paul Water	0	97,200	0	0	0	0	97,200
Environmental Utility Fund	0	175,000	0	0	0	0	175,000
St. Paul W.A.C. Fund	0	297,200	0	0	0	0	297,200
Bonds-M.S.A.	0	554,200	0	0	0	0	554,200

	PROJECT COSTS
PROJECT STARTING DATE: July 2011	Preliminaries: \$100,000
	Land Acquisition: \$0
PROJECT COMPLETION DATE: October 2012	Construction: \$2,330,000
	Equipment and Other: \$0
NEIGHBORHOOD: 09 - Beaver Lake	Project Costs: \$2,430,000

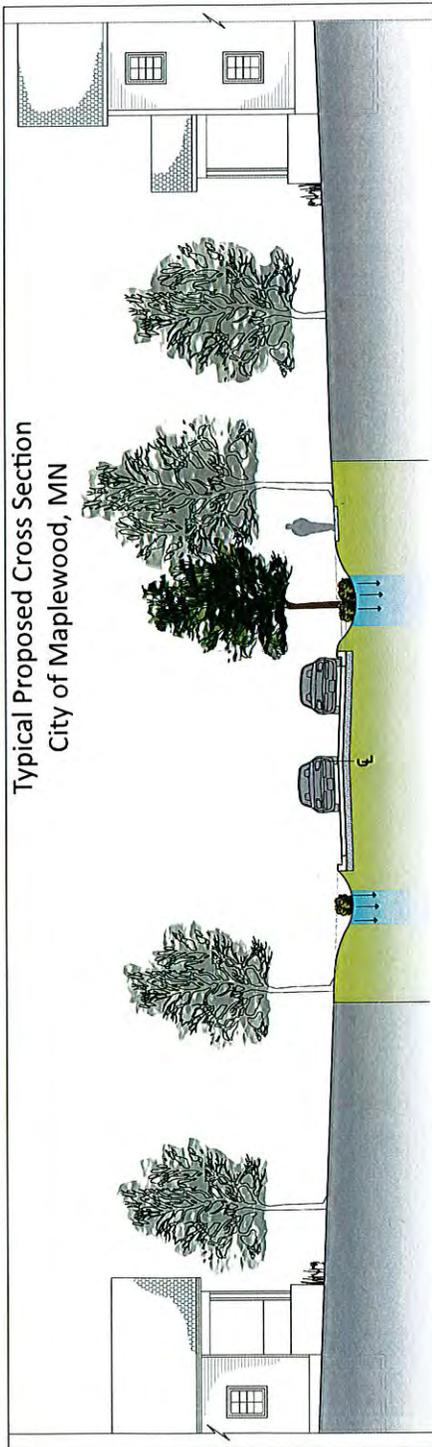
Bartelmy-Meyer Area Street Improvements – Girl Scout Troop Meeting

City staff met with Girl Scout Troop 53521 at Gethsemane Lutheran Elementary School on November 17th, 2011 to discuss the proposed Bartelmy-Meyer Area Street Improvement Project. This same Girl Scout Troop (then Brownies) contacted City staff and their local representatives in April 2011 in regards to pedestrian safety on the streets around their school. Their involvement at that time resulted in the installation of additional “School Zone” signs by MnDOT on Stillwater Road. Staff was impressed by the Girl Scouts desire to better their community and therefore wanted to solicit their input for the Bartelmy-Meyer Project. Staff presented to the Girl Scouts the various items that are replaced as part of the project and asked them for feedback on what types of improvements they thought were necessary in the neighborhood. Many ideas were to be had, with most ideas focusing on the need for safe areas to walk to school and the need for upgrades to the Gethsemane Park playground area. According to Judy Hinck, Principal of Gethsemane Lutheran School, the Girls were quite happy to have been involved. “ I wish you could have seen the next day as the girls dragged classmates into the room to explain the project to them and to let them know what might happen with the playground. Kids were very excited, and I believe that you now have a group of girls who will be active in their communities all of their lives-- they know that their involvement can make a difference! “





- Legend
- Existing Tree
 - Existing Curb Face
 - Proposed Boulevard Landscaping
 - Proposed Tree

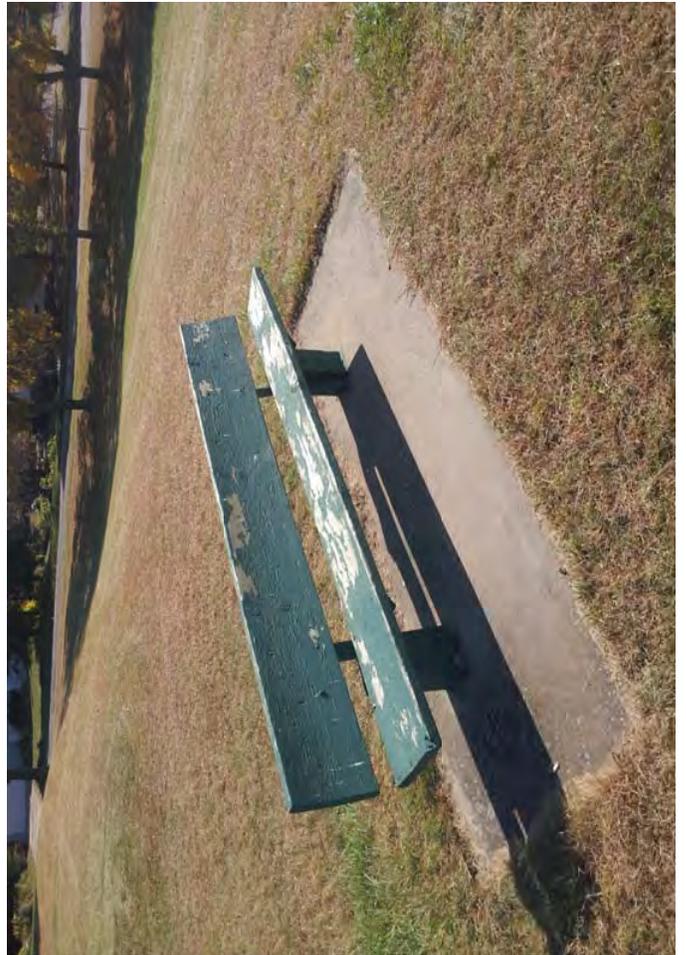


Typical Proposed Cross Section
City of Maplewood, MN

Street Layout - Concept
Bartelmy-Meyer Area Street Improvements
Maplewood, Minnesota
Prepared by Barr Engineering - 11/03/2011



EXISTING PARK PHOTOS



MEMORANDUM

TO: James Antonen

FROM: Karen Guilfoile, Director Citizen Services

DATE: February 6, 2012

SUBJECT: Approval of First Reading Changing Municipal Elections from Odd to Even Year

Background

At the January 23, 2011 city council meeting, staff was directed to bring a first reading of an ordinance changing the city's municipal election from odd to even year.

Upon adoption, the ordinance extends existing terms of office ending January 2014 to January 2015 and those ending January 2016 to January 2017.

State Statute 205.07 Subd. 3 states that within 180 days after passage and publication of the ordinance, a petition requesting a referendum on the ordinance may be filed with the city clerk. The petition must be signed by eligible voters equal to ten percent of the total number of votes cast in the last municipal general election. There were 5,969 voters casting votes which would be 596 voters signing the petition. If an eligible petition is filed within the time period prescribed, the ordinance shall not become effective until is approved by a majority of the voters voting on the question at the November 6, 2012 election. At the time that a petition is filed, the city council may reconsider adopting the ordinance.

Recommendation

Consider approval of first reading of the ordinance changing municipal elections from odd to even years.

ORDINANCE NO. ____

AN ORDINANCE AMENDMENT CHANGING THE CITY ELECTION FROM ODD TO EVEN YEAR

The Maplewood City Council approves the following revision to the Maplewood Code of Ordinances. (Deletions are struck through additions are underlined.)

ARTICLE II. CITY COUNCIL

Sec. 2-36. Terms of office; biennial elections in eddeven-numbered years.

(a) Pursuant to Minn. Stats. § 412.022, the terms of office of the mayor and each of the four councilmembers shall be four years.

(b) The regular election of city officers shall be held on the first Tuesday after the first Monday of November in each eddeven-numbered year. The first such election in Maplewood shall be held in November, 1969~~2014~~. ~~All terms of office ending in January 1970, under laws in force at the time of the adoption of this section (July 25, 1968) shall be filled by candidates elected at the first biennial election in November, 1969. All terms of office ending in January of 1971, under laws in force at the time of adoption of this section (July 25, 1968) shall end in January, 1972. All persons elected to the offices enumerated in subsection (a) of this section shall be elected for a term of four years commencing with the election of November of 1969.~~

~~(Code 1982, § 2-21)~~

~~Editor's note Pursuant to Minn. Stats. § 412.022, the council adopted Ordinance No. 242 on July 25, 1968, subject to the approval of the electors at the general election of November 5, 1968. The ordinance was approved at that election.~~

~~Under Minn. Stats. § 205.07, subd. 1, and Minn. Stats. § 412.023, subd. 1, the citys biennial elections in odd-numbered years shall continue to be held until changed pursuant to Minn. Stats. § 205.07.~~

~~State law references Municipal elections, Minn. Stats. ch. 205; terms of office of mayor and councilmen, Minn. Stats. § 412.02, subds. 1, 2, § 412.022, subd. 1.~~

All terms of office ending in January 2014 at the time of the adoption of this section shall be extended to January 2015. All terms of office ending in January 2016 at the time of the adoption of this section shall be extended to January 2017.

Sec. 2-37. Primary elections.

The Tuesday following the second Monday in ~~September~~August in each eddeven-numbered year in which a municipal general election is to be held for the purpose of electing officers is hereby designated as the primary election day for the city.

(Code 1982, § 2-22)

State law reference Municipal primary elections, Minn. Stats. § 205.065.

First Reading: February 13, 2012

Mayor

ATTEST: _____
City Clerk

AGENDA REPORT

TO: James Antonen, City Manager
FROM: Karen Guilfoile, Citizen Services Director
DATE: October 6, 2010
SUBJECT: On-Sale Intoxicating Liquor License for Aramark (3M)

Introduction

Christopher Holland and Megan Timmins owners of Aramark Corporation located at 3M Center, 2301 Hudson Road, Building 224-2S-19 have submitted an application for an on-sale intoxicating liquor license. Gary Alfred has also submitted an application for the purpose of managing the day-to-day operations of the establishment.

Background

Background checks have been conducted on both owners and nothing was identified that would prohibit them from holding this license. Additionally, a background investigation was conducted on Mr. Alfred and nothing was identified that would prohibit him from managing the day-to-day operations of the establishment.

Chief Thomalla has met with Mr. Alfred to discuss measures to eliminate the sale of alcoholic beverages to underage persons, general security and retail crime issues, and the Maplewood Liquor Ordinances.

Consideration

It is recommended that the City Council approve an on-sale intoxicating liquor license for Aramark Corporation.

AGENDA REPORT

TO: Jim Antonen, City Manager
FROM: Karen Guilfoile, Director Citizen Services
RE: Consideration of Penalties for Alcohol and Tobacco Compliance Failures
DATE: February 8, 2012

Introduction

The City of Maplewood conducts compliance checks on all alcohol and tobacco license holders at least twice a year. During 2011, the attached businesses failed the compliance check by selling alcohol to an underage buyer and were issued a criminal complaint for that offense which has been prosecuted.

Also included in the report is one tobacco compliance failure from 2010 that was waiting jury trial before bringing to council for consideration.

Background

When the city council began performing tobacco and alcohol compliance checks in 2000, they opted not to have a strict guideline for penalties because some compliance failures are more egregious and warrant stricter penalties.

While the city does not have specified fines for cigarette and tobacco compliance failures, past practice has been to adhere to the following guidelines for imposing penalties for tobacco: first offense \$250, second offense \$500 and the third offense \$750. For a third violation at the same location within 24 months after the initial violation, the licensee's authority to sell tobacco at that location must be suspended for not less than seven days per Minn. Stat. § 461.12, subd. 2.

For alcohol compliance failures, past practice has been to follow State guidelines of imposing a penalty of \$500 for the first offense, \$1,000 for the second offense, \$2,000 if there is a third offense and then suspension or possible revocation of the license.

In January of 2005 the city council implemented an incentive program that includes a one-time 5% discount on the annual intoxicating liquor license fee after remaining violation free for five consecutive years. If after receiving a penalty and remaining violation free for five consecutive years the violation would be removed from their compliance failure record.

Attached is a statistical history of compliance failures for those establishments that have failed tobacco and alcohol compliance checks that have yet to come before council for an administrative penalty. Following past practice in imposing fines, I have listed what staff is proposing for fines for the current failures.

All establishments have been notified of the proposed civil penalty against them and were requested to attend the February 13, 2012 council meeting.

Consideration

Council consideration for penalties is requested.

BUSINESS NAME - ADDRESS	COMPLIANCE FAILURE	COMPLIANCE DATE	STATUS	COURT DATE	STAFF RECOMMENDATION	COUNCIL ACTION
<u>DEAN'S TAVERN - 1986 RICE STREET</u>						
	ALCOHOL	03/05/2011	PENDING - COUNCIL ACTION	06/06/2011	PROPOSED \$500 FINE	
<u>GULDEN'S ROADHOUSE - 2999 MAPLEWOOD DRIVE</u>						
	ALCOHOL	03/05/2011	PENDING - COUNCIL ACTION	06/06/2011	PROPOSED \$1,000 FINE	
	ALCOHOL	11/13/2009	COMPLETED	12/21/2009	PROPOSED \$500 FINE	03/22/2010 - APPROVED \$500 FINE
<u>LES'S SUPERETTE - 2665 WHITE BEA AVE</u>						
	TOBACCO	12/16/2010	PENDING - COUNCIL ACTION	07/11/2011	PROPOSE \$250 FINE	
<u>SARRACK'S INT'L WINE & SPIRITS - 2305 STILLWATER</u>						
	ALCOHOL	03/05/2011	PENDING - COUNCIL ACTION	06/06/2011	\$2,000 FINE AND A 7-DAY SUSENSION OF LICENSE	
	ALCOHOL	12/20/2010	COMPLETED	02/24/2011	PROPOSED \$2,000 FINE	04/25/2011 - APPROVED \$2,000 FINE
	ALCOHOL	11/13/2009	COMPLETED	01/25/2010	PROPOSED \$1,000 FINE	03/22/2010 - APPROVED \$1,000 FINE
	ALCOHOL	10/10/2006	COMPLETED	12/28/2006	PROPOSED \$500 FINE	10/27/2008 - APPROVED \$500 FINE
<u>SUPERAMERICA - 11 CENTURY AVE N</u>						
	ALCOHOL	03/05/2011	PENDING - COUNCIL ACTION	06/06/2011	PROPOSED \$500 FINE	
<u>THE DOG HOUSE BAR & GRILL - 2029 WOODLYN</u>						
	ALCOHOL	03/05/2011	PENDING - COUNCIL ACTION	06/06/2011	PROPOSE \$500 FINE	

MEMORANDUM

TO: James Antonen, City Manager
FROM: Karen Guilfoile, City Clerk
DATE: February 6, 2012
RE: Moratorium on Licenses for Tobacco and Tobacco Related Products

Background

The city, working with the North Suburban Tobacco Compliance Project continues to work to reduce the cost, harm and burden that tobacco and tobacco products plays in our community.

Chief Thomalla and I have reviewed the current ordinance regulating tobacco and have determined that the best approach would be to repeal Chapter 14, Article XVIII that governs the regulation of tobacco and tobacco related products.

State Statute 416.19 dictates that in order for the governing body to consider adoption or substantial amendments to the ordinance current licensees must be given at least 30 days notice prior to the meeting when the proposed changes will be made.

A letter was sent via US Mail on February 6, 2012, notifying licensees that the first reading of the proposed ordinance would be on the council agenda March 12, 2012.

In the meantime, staff is requesting that the city council place a moratorium on all new licenses for tobacco and tobacco related products until the passage of the revised ordinance.

Recommendation

Approve a sixty-day moratorium on the issuance of new licenses for Tobacco and Tobacco related products.

MEMORANDUM

TO: James Antonen, City Manager
FROM: Shann Finwall, AICP, Environmental Planner
SUBJECT: Authorize Waiver to Maplewood Purchasing Procedures to Allow Purchase of Trash Carts through a Cooperative Purchasing Company
DATE: February 7, 2012 for the February 13 City Council Meeting

INTRODUCTION

On November 28, 2011, the City Council authorized the execution of a Contract between the City of Maplewood and Allied Waste Services. The Contract is for city-wide residential trash collection. The Contract requires that the City purchase and own the trash carts, with the Contractor responsible for assembly, distribution, maintenance, and inventory.

Since the execution of the Contract, City staff has been researching methods for procuring trash carts to ensure the best value for Maplewood residents. Our research has found that the City of Maplewood can obtain very competitive pricing through a cooperative purchasing procurement process. This process would also reduce administrative effort and costs over the more formal request for bid process.

DISCUSSIONState Procurement Law

Minnesota Statutes, section 471.345, subd. 15 (Uniform Municipal Contracting Law, Cooperative Purchasing) allows municipalities to contract for the purchase of equipment through cooperative purchasing in one of two ways: through the State's cooperative purchasing venture; or through a national municipal association's purchasing alliance or cooperative created by a joint powers agreement that purchases items from more than one source on the basis of competitive bids or competitive quotations.

City Purchasing Procedure

The City's current Purchasing Procedures requires that the City utilize the sealed bid process for purchases over \$100,000, or purchase through the State Contract. The State of Minnesota, Department of Administration's Cooperative Purchasing Venture does not include the variety of cart manufacturers that are being considered by the City. Therefore, the State Contract is not a viable option for the City.

Cooperative Purchasing

Staff has researched the purchase of trash carts through four national municipal cooperative purchasing organizations including National Intergovernmental Purchasing Alliance Company, U.S. Communities Cooperative Purchasing Company, Houston-Galveston Area Council (HGAC), and BuyBoard National Cooperative. All of these cooperatives meet the definition of "national municipal association's purchasing alliance or cooperative that purchases items from more than one source on the basis of competitive bids or competitive quotations" as defined in State statute. Preliminary quotes received from four of the major cart manufacturers through the cooperative purchasing organization's pricing indicate very competitive rates.

In order for the City to proceed with final negotiations through the cooperative purchasing process the City Council must authorize a waiver to the City's Purchasing Policy. The one-time waiver would allow the City to negotiate final trash cart pricing with one of the four manufacturers. The pricing and purchase contract would then come before the City Council for final approval and financing options. Staff is currently reviewing trash cart financing options with the City's financial advisor, Springsted. These details will be presented along with the final trash cart pricing and contract, tentatively scheduled for a City Council meeting in March.

Benefit of Municipal Cooperative Purchasing

Dan Krivit, Senior Project Manager with Foth Infrastructure & Environment, LLC, analyzed the benefits of municipal cooperative purchasing for the City of Maplewood in the attached memorandum (Attachment 1). In summary, Mr. Krivit states that there are several benefits to a cooperative purchasing procurement process including lower pricing and reduced administrative effort and costs compared with the request for bid process.

RECOMMENDATION

Authorize a one-time waiver to the City of Maplewood Purchasing Procedure to allow the City to purchase trash carts through a cooperative purchasing company which meets the requirements of State statute. City staff will then negotiate final trash cart pricing and contract specifics and present that information to the City Council for final approval and financing options.

Attachment:

1. Benefits of Municipal Cooperative Purchasing (February 7, 2012, Memorandum submitted by Dan Krivit of Foth)



Eagle Point II • 8550 Hudson Blvd. North, Suite 105
Lake Elmo, MN 55042
(651) 288-8550 • Fax: (651) 288-8551
www.foth.com

February 7, 2012

TO: Shann Finwall, City of Maplewood Environmental Planner
Cc: Alan Kantrud, City of Maplewood Attorney
FR: Dan Krivit, Foth Infrastructure & Environment, LLC
RE: City of Maplewood Trash Carts:
Benefits of Municipal Cooperative Purchasing

Background

The City of Maplewood's new trash collection plan requires the City to purchase and own the trash carts. The City's contractor will be responsible for cart assembly, distribution, maintenance and inventory management (e.g., switches by residents to a different cart size, etc.).

You requested this summary of benefits to the City of Maplewood in considering the option of using municipal cooperative purchasing as an alternative means to buy the trash carts.

The City Attorney, Alan Kantrud, advised us that Minnesota Statutes (M.S. 471.345, Subd. 15) allows municipalities to contract for the purchase of equipment through cooperative purchasing through a national municipal association's purchasing alliance or cooperative created by a joint powers agreement. Eligible municipal cooperatives must purchase items from more than one source on the basis of competitive bids or competitive quotations.

There are at least four, national municipal cooperative purchasing organizations that we have considered:

- ◆ National Intergovernmental Purchasing Alliance Company (*National IPA*)
- ◆ *U.S. Communities Cooperative Purchasing Company*
- ◆ *Houston-Galveston Area Council (HGAC)*
- ◆ *BuyBoard National Cooperative*

The information contained in this memorandum is considered privileged and confidential and is intended only for the use of recipients and Foth.

The *National IPA* is a cooperative purchasing organization dedicated to serving:

- ◆ City/Local Government
- ◆ County Government
- ◆ State Government
- ◆ Public and Private Educational Institutions and Systems
- ◆ Special Districts
- ◆ Government-Education Healthcare Entities
- ◆ Nonprofits

The *National IPA* is an optional use program with no fee to participate. All agreements offered through *National IPA* have been awarded via a request for proposal (RFP) competitive solicitation by a public agency. *National IPA* ensures that industry best practices, processes and procedures are applied to help agencies nationwide realize the best value in their purchases. The City has used *National IPA* in the past for the purchase of information technology equipment. The *National IPA* staff explained that the City of Tuscon Arizona recently purchased trash carts through their company. .

The National League of Cities (NLC) and the League of Minnesota Cities (LMC) co-sponsor the *U.S. Communities Cooperative Purchasing Company*. Maplewood already uses this cooperative for purchasing items such as office products, building maintenance products, etc. The *U.S. Communities Cooperative Purchasing* staff explained that the City of San Antonio Texas recently purchased trash carts through their Company..

HGAC is a regional council of governments operating under the laws of the State of Texas and governed by a board comprised of 35 elected officials from the 13 county region. The *HGAC* Board cooperative purchasing program awards all contracts, which can then be made available to local governments nationwide thru "*HGACBuy*". The Texas Interlocal Cooperation Act permits joint participation by local governments, states, state agencies, and certain non-profit corporations. Most states have interlocal cooperation authority or other joint power provisions that allow participation in cooperative activities. *HGACBuy* uses mass circulation, minority emphasis print media, and internet services to post legal notices and bid solicitations. Therefore, posting of public notices to solicit bids and the formal competitive bid process are satisfied through *HGACBuy* procedures. In order to join the *HGACBuy* cooperative, the City needs to execute an interlocal agreement.

The *BuyBoard* is intended to save government agencies time and money when purchasing common products. The *BuyBoard* is a collaboration between the National School Boards Association and several state school board associations. Beyond school districts, other government agencies can participate in the *BuyBoard's* cooperative purchasing program, including:

- ◆ Cities, Municipalities
- ◆ Towns, Villages
- ◆ Counties
- ◆ Community Colleges
- ◆ Public Universities
- ◆ Other Local Government Agencies

The *BuyBoard* was developed to comply with state laws which require government entities to make purchases from an approved list of vendors who have gone through a competitive bidding process. The *BuyBoard* gives local agencies the advantage of leveraging the cooperative's ability to get volume discounts. Plus the *BuyBoard* promotes the ease of online, web-based shopping and ordering.

Both the *HGAC* and the *BuyBoard* confirmed that Minnesota laws would allow the City of Maplewood to join and participate in this type of purchasing.

Other local and state cooperative purchasing programs have also been considered. These include the State of Minnesota, Department of Administration's *Cooperative Purchasing Venture (CPV)*. We are not aware that the *MN CPV* program includes the wide variety of cart manufacturers that are being considered by the City.

Results to Date

City staff and Foth have reviewed the cart companies that are known to be listed on these various municipal cooperative purchasing programs. Preliminary prices have been quoted through the *HGACBuy* cooperative, *BuyBoard*, and the *National IPA*. Every effort is being made to compare "apples-to-apples" to help assure pricing will be fair and competitive.

A survey conducted by the National Institute of Governmental Purchasing found that 86 percent of cooperative members save at least 10 percent on their cooperative purchases. Of course, there are no guaranteed savings, but cooperative buying power is a time-tested method of savings.

In selected examples, preliminary quotes were compared to recent traditional trash cart request for bid (RFB) purchases by other cities (e.g., the City of Tulsa). The cooperative price was between four (4) to six (6) percent lower than the Tulsa price from the same companies.

There are notable advantages to continuing the City's cart purchase through one of these cooperatives, including:

1. Preliminary quotes from four of the major cart manufacturers indicate very competitive pricing is made available through these cooperatives. Cooperative purchasing leverages economies of scale that very often result in lower pricing and better terms and conditions compared to the direct RFB option. If authorized by the City Council to use a cooperative, we anticipate that even better pricing for the City may be obtained.
2. The prices have known maximums. A vendor cannot charge more than the price sheet, but can negotiate lower prices.
3. The City may still compare prices to other recent RFB results for trash cart purchases by other municipalities.

4. The City may still negotiate for special specifications, terms and conditions needed that are unique to the City's new trash collection system plan (e.g., 20-gallon carts, RFID tags, etc.).
5. There is no charge to the City for joining a cooperative purchasing company. The vendor pays a two (2) percent fee.
6. Case studies have been reported whereby cities have considered cooperative purchases, decided instead to go out for bids, and then, after receiving competitive bids, rejected them all and gone back to the cooperative purchase system.
7. Participation in a cooperative purchasing program can reduce administrative effort and costs, reduce wait-times for bid results, and free staff to concentrate on mission-critical activities.

The City of Maplewood may find its best value by using one or more of the cooperative purchasing organizations as an alternative means to buy its trash carts.

AGENDA REPORT

TO: City Manager

FROM: Finance Manager
Fire Chief

DATE: January 31, 2012

RE: Approval of Bylaw Amendments for Fire Relief Association

INTRODUCTION

The Maplewood Firefighters Relief Association is requesting approval of two bylaw amendments affecting Appendix B, Article III, Section 3.2 Partial Vesting of Accrued Benefit and Appendix B, Article IV, Section 4.3 Deferred Interest which also affects Appendix C.

DISCUSSION

Appendix B, Article III, Section 3.2 Partial Vesting of Accrued Benefit

A participant becomes fully vested upon completion of 20 years of active service. Current bylaws allow for a partial vesting of accrued benefit for participants with at least 10 years of active service but fewer than 20 years of active service. The Maplewood Firefighters Relief Association is proposing to reduce the number of years needed for partial vesting from 10 years of active service to 5 years of active service. Based on the most recent pension schedule, at the end of 2012, 27 members will have fewer than 10 years of active service and would eventually become eligible for the proposed partial vesting change if they aren't already. One stipulation with this change is that any participant that separates from service prior to being vested for 10 years would never be eligible for any deferred interest on their benefit.

Appendix B, Article IV, Section 4.3 Deferred Interest (which also affect Appendix C)

Currently, participants that separate from service with 10 or more years of vesting receive deferred interest of five percent (5%), compounded annually, on their unpaid retirement benefit. For 2011, this amounted to interest earned by retirees of over \$100,000. Fire Aid received from the State in 2011 was \$152,528 and earnings on fire relief investments in 2011 were \$29,595. There is not much funding left to apply to the annual pensions of the active participants and the City is left to make up the difference.

Over the past 5 years, State Fire Aid has amounted to \$816,013 and the City Contribution was \$808,050. The City has also seen its expenditures for the Fire Department increase from \$1,470,435 in 2007 to a budget of \$1,620,940 in 2012, partly due to the switch in 2011 from pay-per-call firefighters to casual part-time firefighters. The relief association has proposed to decrease the interest rate from 5% to three percent (3%), but this would only apply to participants who separate from service after 02/13/12, the effective date of the change. All current retirees would continue to receive the 5% deferred interest rate. This change is a step in the right direction.

Two other things to note are: (1) From 2005 – 2009 the City Council approved a minimum contribution per firefighter to be made to the relief association in order to maintain a more steady annual expenditure even though the required amount was less than what was paid. In 2010 and 2011, the required City contribution exceeded \$220,000 for both years. Staff will not be recommending any further minimum contributions to the relief association. (2) By state law, all fire state aid needs to be transmitted to the relief association. With the switch made back in February 2011, all new casual part-time firefighters will now be enrolled in PERA and will not become members of the relief association. Staff is working with the State to be able to redirect a portion of the fire state aid to the City to cover pensions it is paying to PERA.

RECOMMENDATION

Staff recommends approval of the two bylaw amendments as noted above.

Attachments:

- a. Bylaw amendments

AMENDED BYLAWS
OF
MAPLEWOOD FIREFIGHTERS
RELIEF ASSOCIATION

The Bylaws of the Relief Association are hereby amended effective as of February 13, 2012.

APPENDIX B

MAPLEWOOD FIREFIGHTERS RELIEF ASSOICATION
DEFINED BENEFIT LUMP SUM RETIREMENT PLAN

3.2 Partial Vesting of Accrued Benefit. The following vesting schedule shall apply to a Participant with fewer than 20 Years of Active Service:

<u>Years of Active Service</u>	<u>Vested Percentage</u>
5 but less than 6	40%
6 but less than 7	44%
7 but less than 8	48%
8 but less than 9	52%
9 but less than 10	56%
10 but less than 11	60%
11 but less than 12	64%
12 but less than 13	68%
13 but less than 14	72%
14 but less than 15	76%
15 but less than 16	80%
16 but less than 17	84%
17 but less than 18	88%
18 but less than 19	92%
19 but less than 20	96%
20 or more	100%

AMENDED BYLAWS
OF
MAPLEWOOD FIREFIGHTERS
RELIEF ASSOCIATION

The Bylaws of the Relief Association are hereby amended effective as of February 13, 2012.

APPENDIX B

MAPLEWOOD FIREFIGHTERS RELIEF ASSOCIATION
DEFINED BENEFIT LUMP SUM RETIREMENT PLAN

4.3 Deferred Interest.

The Board of Trustees shall adjust only a ten (10) year vested Participant's unpaid Retirement Benefit amount at an interest rate up to five percent, compounding annually. The interest rate shall be set by the Board of Trustees, subject to approval by the Municipality. Interest is payable from the first day of the month next following the date on which the Municipality has approved the deferred service pension interest rate established by the Board or from the first day of the month next following the date on which the Participant separated from active Fire Department service and Relief Association membership, whichever is later, to the last day of the month immediately before the month in which the Participant becomes eligible to begin receipt of, and applies for, the Retirement Benefit. The interest rate is set forth in Appendix C.

The Board of Trustees shall not add interest or otherwise adjust a Participant's unpaid Retirement Benefit amount for any period of time after the Participant reaches age 50.

AMENDED BYLAWS
OF
MAPLEWOOD FIREFIGHTERS
RELIEF ASSOCIATION

The Bylaws of the Relief Association are hereby amended effective as of February 13, 2012.

APPENDIX C

MAPLEWOOD FIREFIGHTERS RELIEF ASSOCIATION
DEFINED BENEFIT LUMP SUM RETIREMENT PLAN

Benefit Levels

Benefit Level Effective Date	Benefit Level per Year of Active Service	Interest Rate for Deferred Pension Benefit*	Date Approved by Municipality
February 3, 2008	\$5,500	5%	November 26, 2007
		3%	February 13, 2012

- * Partially vested 5 years but less than 10 years – 0% Deferred Interest
- Partially vested 10 years but less than 20 years and separated from service prior to 02/14/12 – 5% Deferred Interest
- Fully vested and separated from service prior to 02/14/12 – 5% Deferred Interest
- Partially vested 10 years but less than 20 years and separated from service on or after 02/14/12 – 3% Deferred Interest
- Fully vested and separated from service on or after 02/14/12 – 3% Deferred Interest

AGENDA REPORT

To: City Manager Jim Antonen
From: Chief of Police David J. Thomalla
Subject: Consider Action Plan for Rookies Bar
Date: February 2, 2012

Introduction

On March 28, 2011, the City Council issued a liquor license to Pat Conroy and Kari Hooten to open Rookies Bar at 1820 Rice Street. Since they opened, there have been 50 calls for service to the business to which the police have responded. Although the average number of calls per month has stayed consistent since August, the seriousness of the calls and the safety of the establishment is of growing concern for the City and the Police Department. The occupancy of this building is 85, with another 40 on the patio. The measures taken to attempt to alleviate problems seem extreme for an establishment this size.

Background

On June 13, 2011, the Police Department was advised by the Minnesota Gambling Control Board that on June 24, 2011, Rookies was to hold turtle races where they were charging a \$10 entry fee to "enter" a turtle in the race. This is illegal by State of Minnesota gambling laws. The Gambling Control Board warned Rookies about this.

On September 2, 2011, multiple violations were observed at Rookies Bar. The fire lane was blocked with multiple vehicles, the rear of the building was blocked and vehicles were blocked in the lot. There were cars parked two deep on the grass and boulevard. The patrons had also half filled the closed park across the street (that is where the bar employees were advising them to park). There were intoxicated people stumbling in the lot for whom security was calling cabs, and many small disturbances were taking place.

Officers spoke to the owner and advised him about over serving; and he denied the problem, stating that they could have arrived that way. He was also advised about the illegal parking and fire lane violations, and he stated they would clear the fire lanes. The officer went inside the bar and estimated the number at about 175-200 people and counted approximately 60 people on the patio.

The crowd was hostile, and there were patrons removing their shirts and attempting to fight in the parking lot. Security was doing a good job of separating the patrons and defusing the situation.

The officer feared a riot may ensue if the bar was shut down for the evening as there was only an hour left before closing.

On September 22, 2011, the City Clerk and Police Chief met with Mr. Conroy and Ms. Hooten regarding the events of September 2. They were apologetic for what happened that night and said it was due primarily to three birthday parties occurring simultaneously. Since that night, they told us they were monitoring parking on their property and don't send vehicles across the street. They also count patrons at the door. They had hired Metro Protection Security on Thursday and Sunday nights when they have a hip-hop DJ. They use a security wand on all patrons before admittance on those nights. Thursday seemed to be the busier of the two nights, and they said they would probably be stopping hip-hop on Sundays.

It was reported by officers in October there was an incident where Ms. Hooten was dissatisfied with the response time of the police and was screaming at officers and said, "You know what kind of people we have here."

On December 10, 2011, the Police Department received a 9-1-1 call with an open line. When officers arrived, a security guard indicated to a Maplewood officer that "the place was unhinged." There was reportedly an odor of marijuana throughout the bar. The security guard reported to our officers that there is open drug use in the bar. Security is stopping officers at the door and going in and getting people for the officers.

A uniformed security officer indicated he was quitting at Rookies because it is too dangerous. This guard indicated the bar has become the headquarters for the Bloods gang. Roseville Police had recently stopped a car leaving Rookies, and there was a gun in the car.

Ms. Hooten called the Police Chief on December 14 asking if they were in trouble and if we were going to close them. We arranged a meeting on December 15.

Chief Thomalla met with Ms. Hooten and Mr. Conroy. They reiterated that all customers are wanded and searched at the door. They monitor the number of occupants. They have five security guards inside and two in the lot. They have no glassware in the building, only plastic and cans.

They stop serving alcohol at 1:30 and turn the lights on since all the problems were at 2:00 closing time. They started this about one and one-half months prior to our meeting. They know that some people have tried smoking marijuana in the bar, and security has been told to remove anyone smoking marijuana. The guard who spoke to Maplewood officers on December 10 was fired by Rookies because he was a "wannabe cop" and caused more problems than he solved.

We discussed alternatives to attracting a different clientele. They sponsored 26 softball teams last year; and when the teams came in and saw the clientele, they went elsewhere. They know there are concerns about the clientele, and they are trying to do everything they can to change it; but they feel if they get rid of this clientele, they will have no customers. Their clientele spends money.

On January 29, 2012, just before 1 a.m., a Maplewood officer responded to Rookies Bar for a code violation. It was reported that security was letting in underage drinkers and the bar was overpopulated. It was noted the parking lot was full. There were several vehicles parked on the snowbank/grass and around all sides of the building. There were also several vehicles parked in the Western Bank parking lot near 1700 Rice Street. Security indicated they had just kicked out three females for fighting, and one was found out to be underage. These females may have placed the call to police. About 20 minutes later, officers witnessed a riot break out at the bar.

People were seen running south on Rice Street. A large group of approximately 50 people in the parking lot of Rookies Bar were fighting near the main entrance to the bar. There were still more people coming out of the bar that were actively fighting. Drink glasses and beer bottles were being thrown at people throughout the parking lot. Due to the large number of people fighting, assistance was requested from surrounding agencies (Roseville Police Department, St. Paul Police Department and Ramsey County Sheriff).

The crowd was dispersed by approximately two dozen officers. It was noted there were windows broken out on two separate vehicles parked in the parking lot as a result of the riot. It was also reported that a male had brandished a gun at several people. Clearing out the parking lot was made more difficult due to the parking lot being overcrowded, with inadequate space for the number of vehicles in the lot. There were also approximately a dozen vehicles parked on the snow/grass on the west side of the building.

Once the parking lot was cleared out, officers went inside to speak with Ms. Hooten. Ms. Hooten told police she had never seen a fight this big before and was afraid for her life. She told officers she locked herself in the office and called 9-1-1. Inside the bar, officers observed all the bar tables flipped over and scattered as if they were thrown around and broken glass over a majority of the bar floor. Officers asked one of the security guards what the capacity was for the building, and he said he thought it was 95. He was asked if he knew how many people were in here; and he said, "The clicker said 122." The security guard said that a majority of people at Rookies Bar tonight were turned away from Borne's Nightclub in St. Paul because Borne's Nightclub had stopped letting people in at 11:30 p.m. due to increased enforcement actions from the City of St. Paul. The security guard also told officers that he told Rookies Bar management about being over capacity tonight, but they told him to keep letting people in.

On the night prior to this call, Ms. Hooten spoke to a Maplewood officer and told him there had been a fight at the bar the night before, but they did not call the police because she did not want "a record of the incident."

I checked with the City of St. Paul to inquire about what type of restrictions they have placed on liquor establishments. Many of the restrictions they impose Rookies management claim they are doing. I would suggest the following be imposed within a specific time frame or sanctions be imposed:

1. The license holder shall maintain a video and audio surveillance system inside and outside the establishment. The video recordings shall be kept by the license holder for at least thirty (30) days and shall be available for viewing by the Maplewood Police Department immediately upon request. In addition, if the Maplewood Police Department responds to a call at the licensed premises and, due to the serious nature of the crime, requests a copy of the surveillance footage, it be immediately provided; and the license holder shall have the technology available to make the copy at the time of the request and shall have it for the police without delay. In other cases, if the Maplewood Police Department or the Department of Safety and Inspections requests copies of the surveillance tapes, the licensee shall have a 48-hour period in which to provide such copies.
2. Control the music type and format. Rookies shall continue to be responsible for screening out music that promotes or glorifies violence and nefarious or anti-social behavior.

Recommendation

City Council review of what has been occurring at Rookies Bar and take action on the liquor license through sanctions, suspension or revocation.

AGENDA REPORT

TO: James Antonen, City Manager
FROM: Steve Lukin, Fire Chief
Michael Thompson, City Engineer
Shann Finwall, Environmental Planner
Virginia Gaynor, Naturalist
SUBJECT: **East Metro Public Safety Training Facility/Marshlands Improvements, City Project 09-09, City Council Update**
DATE: February 7, 2012

INTRODUCTION

The staff will be providing a brief presentation updating the council on the progress of the regional safety training facility site and marshlands concepts located at the intersection of Hwy 120 and Hwy 5. No action is required of the council.

BACKGROUND

The City has worked a number of years on developing a plan for the use of the property at the Highway 5 and Highway 120 intersection of which the majority is owned by Mn/DOT. Mn/DOT has stated their willingness to convey this site to the City with conditions such as creating wetland credits, providing buffering, and allowing a 5 acre maintenance area for Mn/DOT maintenance operations to continue in this area if the City cannot find another location for their use.

In addition various concepts for the marshlands improvements have been discussed in past years including creating natural areas, providing for trails, and educational components. The marshlands concepts are intended to be phased into the development of the joint use fire training facility.

The project anticipates a budget of \$3,950,000 with the following identified as funding sources:

- Bonding Bill - \$3,000,000
- County ERF Grant - \$450,000
- City EUF Fund - \$250,000
- CIP Fund - \$250,000

UPDATE ITEMS

City Engineer

A joint work group comprised of the City Engineer, Maplewood Fire Chief, Oakdale Fire Chief, SEH project representative, and MnDOT staff is working towards an acceptable layout for the site. The MnDOT representatives consist of personnel representing land management/right-of-way office, maintenance, and environmental. This group has met once, on January 19, 2012, and plan on meeting again at the end of February to ensure MnDOT is comfortable with the proposed layout and their maintenance needs are met and the needs of the training facility and environmental component are met.

MnDOT at this point has stated its requirement of retaining fee title to a minimum of 5 acres on the site for maintenance purposes. By the end of February the layout and details should be finalized which would then

lead to the next step of partial land transfer.

A Phase II Site Investigation Report was recently submitted to MnDOT for their review. Sampling and testing was completed in accordance with MnDOT-approved investigation work plan. Results of the investigation indicate the presence of some low level contamination that poses a negligible health risk for the planned use.

Diesel Range Organics (DRO) was found at levels below the MPCA and MDH guideline of 200 mg/kg, but above the MPCA Guideline of 10 mg/kg for unrestricted use. These levels mean that the soil can be reused anywhere within the site. MPCA is in the process of updating its Soil Use Guidelines document and it is possible that the revised levels would allow some of the soil to be removed from the site and reused at another site such as the Maplewood Dump site. *Cadmium and chromium were found at levels exceeding the Tier 1 (Residential) action level, but below the action levels for the planned site use.* The City will utilize the \$450,000 Ramsey County ERF grant for remediation purposes on the portion of the site being retained by the City.

Environmental Planner (Comp. Plan/Schedule)

The East Metro Public Safety Training Facility will require several land use permits including a comprehensive land use designation (designate right-of-way to Government Land Use), zoning (zone right-of-way to planned unit development), conditional use permit, and design review.

There are two small wetlands located in the center of the site which were developed incidentally as a result of the activities associated with the grading and fill material completed by MnDOT in the 1970s. The incidental wetlands may be impacted by development of the site. The wetland delineation report for the site found the wetlands to be incidental, and as such the watershed district will remove them from their wetland maps and from their regulatory review. The City will also need to formally remove the incidental wetlands from its wetland map prior to development. The large wetland located to the north and west of the site is classified as a Manage B wetland and will be protected and enhanced as part of the project.

Prior to formal land use review by the City's commissions, staff is proposing a series of concept review and neighborhood meetings to take place in March. Formal land use review will begin in July or August, with final approvals by the City Council tentatively scheduled for October 2012.

Naturalist (Marshlands Discussion)

The Marshlands will be one of Maplewood's key demonstration sites for sustainable landscape design and natural resources restoration. The concept includes four main components.

1. Sustainable landscaping. The site design and landscaping will use sustainable landscaping principles and include raingardens, planted parking lot medians, drought-tolerant, low-maintenance plantings, and plantings designed to lessen building energy usage.
2. Natural area restoration. Portions of the site that are not developed will be restored to native prairie and woodland. Areas of wetland buffer will be enhanced.
3. Trail Connections. A rustic trail will connect the Marshlands site to Southwood Nature Preserve north of Holloway Avenue and to the Sterling Street Trail west of the site. Most of the trail will be on Ramsey County Open Space, with short segments through Hill-Murray land and the Marshlands.
4. Environmental Education. Maplewood Nature Center will schedule educational events at the site such as naturalist-led hikes. There is opportunity for some unique environmental programming in collaboration with firefighters.

At this point, Ramsey County Parks is not interested in building or maintaining a trail on the county open space, but they would give the city a trail easement across county land. Hill-Murray School is supportive of the trail connecting to Sterling Street Trail, across the northwest corner of their site. Other trail connection

options are being explored as part of the plan.

Fire Chief

A steering committee has been formed made up of four area Fire Chief's, two from Ramsey County and two from Washington County; Tim Boehlke from Lake Johanna, Stu Glaser from Stillwater, Jeff Anderson from Oakdale and Steve Lukin from Maplewood. The steering committee will be directing the project until it is ready to open at which time the steering committee will turn all authority and responsibility over to the members of the JPA board. We continue with the development of a partnership with Century College to provide training programs and what role they will play regarding the ongoing operating expenses. We continue to look at other possible partnerships and revenue streams. We have also met with Ramsey County police Chiefs Association, the Washington County Sheriff and the Ramsey County Sheriff for their input.

Over the course of the past six months 15 area fire department training officers have been meeting to plan and determine the needs of the training facility. At this time the type of props and their designs are being done in regards to a five-story burn tower a two-story residential home with an attached two-car garage burn building. Each of these buildings will have the capability of utilizing both a class A burn which is done utilizing bales of hay and wooden pallets and the other is a class B burn utilizing props fueled by propane and fake smoke. The third structure to be built is a storage facility with the capability of doing training inside utilizing full-size vehicles and large training props. This building will also have a small classroom and will be able to accommodate other types of training for both police and fire year-round. The fourth structure on-site will be the training classroom building this building will have a large 100 seat classroom 2 to 3 breakout classrooms and simulation lab training area. At this time the basement area of this building will be left open for future expansion. In the next few months a neighborhood meeting will be scheduled and we will be meeting with city of North St. Paul and Oakdale city councils to update them on the project.

RECOMMENDATION

No council action required.

Attachments:

1. Site Layout
2. Preliminary Project Schedule

East Metro Public Safety Training Facility, Project 09-09

- Municipalities
- Road Centerlines (County)
- County Road
- Interstate Hwy
- State Hwy
- Roads
- Water
- Structures
- Parcel Polygons
- 2009 Color Aerials
- Highway Shields
- Street Name Labels



DISCLAIMER: This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only.

SOURCES: Ramsey County (September 30, 2011), The Lawrence Group (September 30, 2011) for County parcel and property records data; September 2011 for commercial and residential data; April 2009 for color aerial

PROJECT SCHEDULE
EAST METRO PUBLIC SAFETY TRAINING CENTER
MAPLEWOOD, MN
CITY NO. 09-09

- | | | |
|-------|---|---------------------|
| I. | MEETING 1 WITH MNDOT TO REVIEW SITE NEEDS | JAN 18, 2012 |
| II. | MEETING 2 WITH MNDOT TO REVIEW REVISED LAYOUT | FEB (WEEK 1) 2012 |
| III. | SUBMIT ENVIRONMENTAL DOCUMENTS (PHASE 2 / CCP) TO MPCA | FEB 2012 |
| IV. | PRELIMINARY DESIGN/LAYOUT REVIEW BY COUNCIL AND COMMISSIONS | |
| | a. Council Update / Review of Preliminary Site Plan | FEB 13, 2012 |
| | b. Planning Commission (& Neighborhood Concept Review) | FEB/MAR 2012 |
| | c. Community Design Review Board | FEB/MAR 2012 |
| | d. Environmental and Natural Resources Commission | FEB/MAR 2012 |
| V. | COUNCIL APPROVES PRELIMINARY DESIGN REPORT | MAR/APR 2012 |
| VI. | FINAL DESIGN | |
| | a. SOIL CLEANUP / SITE AND UTILITIES | APR - AUG 2012 |
| | b. INTERSECTION / SIGNAL | APR - AUG 2012 |
| | c. BUILDINGS / FACILITIES | APR 2012 - MAR 2013 |
| VII. | LAND USE DESIGNATION REVIEW | |
| | a. Planning Commission | APR/MAY 2012 |
| | b. City Council | MAY 2012 |
| | c. Metropolitan Council Approval of Land Use Designation | JUN/JUL 2012 |
| VIII. | FINALIZE LAND TRANSFER AGREEMENT WITH MNDOT | JUN/JUL 2012 |
| IX. | CONSTRUCTION PERMITS / APPROVALS | |
| | a. City Land Use Permits / Approvals (PC/ENR/CDRB) | JUL/AUG 2012 |
| | b. Ramsey-Washington-Metro Watershed District | AUG 2012 |
| | c. MPCA | AUG 2012 |
| | d. MNDOT | AUG 2012 |
| | e. Final City Council Approval | AUG 2012 / MAR 2013 |
| X. | CONSTRUCTION | |
| | a. SOIL CLEANUP / SITE AND UTILITIES | AUG - NOV 2012 |
| | b. INTERSECTION / SIGNAL | TBD |
| | c. BUILDINGS / FACILITIES | APR-OCT 2013 |
| XI. | TRAINING FACILITY OPEN TO OPERATION | OCT 2013 |