

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, March 26, 2012
City Hall, Council Chambers
Meeting No. 06-12

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 March 12, 2012 City Council Meeting Minutes

F. APPOINTMENTS AND PRESENTATIONS

1. Presentation of 2011 AMBO Award to Maplewood Building Inspections Department

G. CONSENT AGENDA – *Items on the Consent Agenda are considered routine and non-controversial and are approved by one motion of the council. If a councilmember requests additional information or wants to make a comment regarding an item, the vote should be held until the questions or comments are made then the single vote should be taken. If a councilmember objects to an item it should be removed and acted upon as a separate item.*

1. Approval Of Claims
2. Approval of Resolution for a Temporary Gambling Permit for St. Pascal Baylon Church
3. Authorize Purchase of Bituminous Materials for 2012
4. Authorize Ramsey County to Perform 2012 Street Striping
5. Approval of Resolution Accepting Donation from 3M
6. Municipal State Aid Streets Designation
 - a. Resolution Revoking Municipal State Aid Streets
 - b. Resolution Establishing Municipal State Aid Streets
7. Bartelmy-Meyer Area Street Improvements, Project 11-14
 - a. Resolution Approving Plans and Specifications and Advertising for Bids
 - b. Resolution Ordering Preparation of Assessment Roll
8. 2011 Business and Economic Development Commission Annual Report
9. Approval to Purchase Fire Department Paggers

H. PUBLIC HEARINGS

1. 7:00 pm – Consider Approval of Resolution for Grant Application for Fish Creek Land Acquisition
2. 7:00 pm – Public Hearing on 2013 – 2017 Capital Improvement Plan and Issuance of Capital Improvement Bonds
 - a. Public Hearing
 - b. Resolution Approving 2013 – 2017 Capital Improvement Plan and the Issuance of Capital Improvement Bonds (4 votes required)

I. UNFINISHED BUSINESS

1. Approval of Second Reading of the Ordinance Regulating the Possession, Sale and Consumption of Tobacco and Tobacco Related Devices and Products

J. NEW BUSINESS

1. Gladstone Area Redevelopment - Phase 1 Improvements, City Project 04-21
 - a. Resolution Approving Plans and Specifications and Advertising for Bids (Bid Package 2)
 - b. Resolution Approving Utility Burial Contracts
 - c. Resolution Adjusting Project Budget
2. TH 36 / English Street Interchange Improvements, City Project 09-08, Resolution Accepting Feasibility Study, Authorizing Preparation of Plans and Specifications, and Calling for Public Hearing
3. Venner Plaza Shoppes – Design Review and Building Setback Variance, 1987 County Road D East

K. AWARD OF BIDS

L. ADMINISTRATIVE PRESENTATIONS

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, March 12, 2012
 Council Chambers, City Hall
 Meeting No. 05-12

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

M1 Listening Forum

Councilmember Llanas moved to approve the agenda as amended.

Seconded by Councilmember Koppen Ayes – All

The motion passed.

E. APPROVAL OF MINUTES**1. Approval of February 27, 2012 City Council Workshop Minutes**

Councilmember Juenemann moved to approve the February 27, 2012 City Council Workshop Minutes as submitted.

Seconded by Councilmember Llanas Ayes – All

The motion passed.

2. Approval of February 27, 2012 City Council Meeting Minutes

Councilmember Juenemann noted a change on packet page number 8, agenda item H1; change SCH to SEH. Also a change on packet page number 10, agenda item M4; add Juenemann after councilmember.

Councilmember Llanas moved to approve the February 27, 2012 City Council Meeting Minutes as amended.

Seconded by Councilmember Juenemann Ayes – All

The motion passed.

F. APPOINTMENTS AND PRESENTATIONS

1. Appreciation of Century College Biology Department for Service Learning Partnership

Natural Resource Coordinator Gaynor gave a brief report highlighting the partnership that the City has with the College, expressing her gratitude for their efforts in cleaning up the city while learning about natural resource management. The council thanked instructors Joy Cedarleaf and Brenda Lyseng from Century College.

2. Swearing In of Police Officer John Carnes

After Deputy Police Chief Kvam introduced officer John Carnes, City Clerk Guilfoile swore him into service.

3. Boy Scout Troop 50

Roman Smith spoke before the council indicating that the troop was present as a part of earning their communications badge.

G. CONSENT AGENDA

After receiving additional information, Councilmember Juenemann moved to approve agenda items G1-G4.

Seconded by Councilmember Koppen Ayes – All

The motion passed.

1. Approval of Claims

Councilmember Juenemann moved to approve the Approval of Claims.

ACCOUNTS PAYABLE:

\$ 295,295.44	Checks # 86535 thru # 86569 dated 2/28/12
\$ 449,508.37	Disbursements via debits to checking account dated 2/21/12 thru 2/24/12
\$ 907,774.04	Checks # 86571 thru # 86626 dated 2/24/12 thru 3/6/12
\$ 293,537.14	Disbursements via debits to checking account dated 2/27/12 thru 3/2/12
<hr/>	
\$ 1,946,114.99	Total Accounts Payable

PAYROLL

\$ 527,583.41	Payroll Checks and Direct Deposits dated 3/2/12
\$ 2,650.89	Payroll Deduction check # 9985891 thru # 9985895 dated 3/2/12
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\$ 530,234.30	Total Payroll
<hr/>	
\$ 2,476,349.29	GRAND TOTAL

Seconded by Councilmember Koppen Ayes – All

The motion passed.

2. Approval to Accept Grant for Geophysical Survey at Gladstone Savanna

Councilmember Juenemann moved to approve to Accept the Grant for Geophysical Survey at Gladstone Savanna

Seconded by Councilmember Koppen Ayes – All

The motion passed.

3. Approval of Resolution Accepting Donation from Friends of Maplewood Nature Center

Councilmember Juenemann moved to approve the Resolution Accepting the Donation from Friends of Maplewood Nature Center.

RESOLUTION 12-3-693
ACCEPTANCE OF DONATION

WHEREAS the City of Maplewood and the Parks and Recreation Department has received a donation of 30 pair of snowshoes to the Maplewood Nature Center.

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

Seconded by Councilmember Koppen Ayes – All

The motion passed.

4. Approval of Resolution Defining Precinct Boundaries As a Result of the 2012 State of Minnesota Redistricting

Councilmember Juenemann moved to approve the Resolution Defining Precinct Boundaries as a Result of the 2012 State of Minnesota Redistricting.

RESOLUTION 12-3-694
AMENDING AND DEFINING PRECINCT BOUNDARIES

WHEREAS, new legislative district boundaries were established on February 21, 2012, and

WHEREAS, Minn. Stat. § 204B.14, subd 3 requires each city to reestablish its precinct boundaries no later than 19 weeks before the 2012 state primary, and

WHEREAS, this redistricting causes changes in the present City of Maplewood established precincts.

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

- Precinct No. 4 **MAPLEWOOD FIRE STATION #2 GLADSTONE**
Larpenteur Avenue on the South, East on Larpenteur to Birmingham; North on Birmingham to Frost Avenue; East on Frost Avenue to Barclay Street; North on Barclay Street to Gateway Trail; West on Gateway Trail to Highway 61; South on Highway 61 to Larpenteur Avenue
- Precinct No. 7 **FIRST EVANGELICAL CHURCH**
County Road C on the South; County Road D on North; East to Southlawn; South to Mesabi; East to White Bear Avenue; West to Little Canada/Maplewood Boundary Line
- Precinct No. 8 **RAMSEY COUNTY LIBRARY**
County Road C and North St. Paul/Maplewood Boundary Line on the South; White Bear Avenue West to Mesabi to West Southlawn; North to County Road D; West to Bruce Vento Trail; Highway 694 on North
- Precinct No. 9 **MAPLEWOOD COMMUNITY CENTER**
Gateway Trail the South; Highway 36 on the North; Hazelwood Street on the West; Ariel Street on East
- Precinct No. 10 **MAPLEWOOD CITY HALL (WILL BE MOVED TO BE HELD AT THE COMMUNITY CENTER)**
Larpenteur Avenue on the South; Birmingham to Frost on the West; East on Frost to Barclay; North on Barclay to Gateway Trail; Gateway Trail on North; North St. Paul/Maplewood Boundary on East; to North St. Paul Road East on Holloway Avenue to McKnight; McKnight Road South to Larpenteur Avenue
- Precinct No. 11 **MAPLEWOOD MIDDLE SCHOOL**
Union Pacific Railroad on South; North St. Paul/Maplewood Boundary Line on North; McKnight Road on West; Century Avenue on East
- Precinct No. 12 **BEAVER LAKE SCHOOL**
Maryland on South; Union Pacific Railroad on North; McKnight Road on West; Century Avenue on the East
- Precinct No. 13 **EAST COUNTY LINE NO. 1**
Highway 94 on the South; Maryland on North; McKnight Road on West; Century Avenue on East

BE IT FURTHER RESOLVED, the Council of the City of Maplewood hereby reestablishes the following precinct boundaries, effective on August 14, 2012;

- Precinct No. 1 **MAPLEWOOD FIRE STATION #3 PARKSIDE**
Larpenteur Avenue on the South; County Road B to the North; Rice Street to the West; McMenemy Street to the East
- Precinct No. 2 **ST. JEROME'S SCHOOL**
Larpenteur on the South; McMenemy Street to the West; Highway 36 on the North to Desoto Street; Southerly to Roselawn Avenue; Easterly on Roselawn Avenue to Highway 61; South on Highway 61 to Larpenteur Avenue
- Precinct No. 3 **EDGERTON SCHOOL**
Roselawn Avenue on the South; Highway 36 on the North; DeSoto Street on the West; Highway 61 on the East
- Precinct No. 5 **GLADSTONE COMMUNITY CENTER**
Gateway Trail; Highway 36 on the North; Highway 61 on the West; Hazelwood Street on the East
- Precinct No. 6 **MAPLEWOOD FIRE STATEION #7 HAZELWOOD**
Highway 36 on the South; County Road C on the North; Arcade Street and Keller Parkway on the West; White Bear Avenue on the East
- Precinct No. 14 **CARVER SCHOOL**
Lower Afton Road on the South; Highway 94 on North; McKnight Road on West; Century Avenue on East
- Precinct No. 15 **LUTHERAN CHURCH OF PEACE**
Linwood Avenue on South; Lower Afton Road on North; McKnight Road on West; Century Avenue on East
- Precinct No. 16 **MAPLEWOOD FIRE STATION #4 EAST COUNTY LINE**
Ramsey County/Washington County Boundary on the South; Linwood on North; McKnight Road on West; Ramsey/Washington Co. Boundary on East

BE IT FURTHER RESOLVED that the city clerk be instructed to send notice of this act to the Ramsey County Elections Office and the Minnesota secretary of state, and

BE IT FURTHER RESOLVED that the city clerk be instructed to post notice of this act.

Seconded by Councilmember Koppen

Ayes – All

The motion passed.

H. PUBLIC HEARING

None

I. UNFINISHED BUSINESS

1. Approval of Stop Sign Removals at Ruth Street and Price Avenue

Assistant City Engineer Love presented the staff report and answered questions of the council.

Councilmember Llanas moved to approve the staff recommendations to remove the stop signs on Ruth Street at Price Avenue and Leave the Stop Signs on Price Avenue at Ruth Street.

Seconded by Councilmember Juenemann

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

The motion passed.

2. Second Reading of the Ordinance Adopting the Republication of the City Code of Ordinances

City Clerk Guilfoile presented that staff report and answered questions of the council.

Councilmember Llanas moved to approve the Second Reading of the Ordinance Adopting the Republication of the City Code of Ordinances.

ORDINANCE NO 919

An Ordinance Adopting and Enacting the Republication of the City Code of Ordinances for the City of Maplewood, Providing for the Repeal of Certain Ordinances Not Included Therein:

Providing a Penalty for the Violation Thereof; Providing for the Manner of Amending Such Code: and Providing When Such Code and This Ordinance Shall Become Effective

BE IT ORDAINED BY THE CITY OF MAPLEWOOD:

Section 1. The Code entitled "The Maplewood City Code," published by Municipal Code Corporation, consisting of Chapters 1 through 44, each inclusive, is adopted.

Section 2. All ordinances of a general and permanent nature enacted on or before July 11, 2011, and not included in the Code or recognized and continued in force by reference therein, are repealed.

Section 3. The repeal provided for in section 2 hereof shall not be construed to revive any ordinance or part thereof that has been repealed by a subsequent ordinance that is repealed by this ordinance.

Section 4. Unless another penalty is expressly provided, every person convicted of a violation of any provision of the Code or any ordinance, rule or regulation adopted or issued in pursuance thereof shall be punished by a fine of not more than \$1,000.00 or imprisonment for not more than 90 days or by both fine and imprisonment. Each act of violation and each day upon which any such violation shall continue or occur shall constitute a separate offense. The penalty provided by this section, unless another penalty is expressly provided, shall apply to the amendment of any Code section, whether or not such penalty is reenacted in the amendatory ordinance. In addition to the penalty prescribed above, the City of Maplewood may pursue other remedies such as abatement of nuisances, injunctive relief and revocation of licenses or permits.

Section 5. Additions or amendments to the Code when passed in such form as to indicate the intention of the City of Maplewood to make the same a part of the Code shall be deemed to be incorporated in the Code, so that reference to the Code includes the additions and amendments.

Section 6. Ordinances adopted after July 11, 2011 that amend or refer to ordinances that have been codified in the Code shall be construed as if they amend or refer to like provisions of the Code.

Section 7. This ordinance shall become effective upon the second reading and subsequent publication of the same.

Seconded by Councilmember Juenemann Ayes – All

The motion passed.

J. NEW BUSINESS

1. Review the Annual Report and Work Plan for the Maplewood Residential Recycling Program

Environmental Planner Finwall presented the staff report and answered questions of the council. Willie Tennis addressed the council regarding the specifics of the work plan and pilot program. Matt Saiko a Tennis Sanitation Employee addressed the council to present the recycling cart pilot program and answered questions of the council.

The following people spoke:

1. David Shelling
2. Mark Bradley

2. TH 36/English Street Interchange Improvement, City Project 09-08, Resolution Authorizing Final Design Consulting Services

Assistant City Manager/Public Works Director Ahl presented the staff report and answered questions of the council.

Councilmember Llanas moved to approve the Resolution Authorizing SEH, Inc. and Kimley-Horn and Associates to perform the final design services in an amount of \$593,000 and \$635,860 respectively, for the TH 36/English Street Interchange Improvement, City Project 09-08.

RESOLUTION 12-3-695 AUTHORIZING FINAL DESIGN CONSULTING SERVICES

WHEREAS, the City has received approximately \$7,350,000 in Surface Transportation Program Funding and has worked cooperatively with project partners including Ramsey County, Ramsey-Washington Metro Watershed, and Mn/DOT in securing additional funding for the TH 36/English Street Interchange Improvement, City Project 09-08.

AND WHEREAS, final design consulting services are required for the next phase of the improvement project, and SEH, Inc. and Kimley-Horn and Associates have provided previous work on this project and have presented a work orders to continue project implementation which provides the best value to the City and its project partners;

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

1. The City's pool consultants, SEH, Inc. and Kimley-Horn and Associates are the designated engineering consulting firms for the final design services for project implementation and the

AGENDA REPORT

TO: James W. Antonen, City Manager
FROM: Charles Ahl, Assistant City Manager
SUBJECT: **Presentation of 2011 AMBO Award to Maplewood Building Inspections Department**
DATE: **March 15, 2012, for the CC meeting of March 26, 2012**

INTRODUCTION:

The Association of MN Building Officials (AMBO) has elected Maplewood as the City of the year for 2011. AMBO respects and appreciates the contribution of your building department employees to the good of building officials in the State of Minnesota. Representatives from AMBO and the International Code Council would like to present the award to the Maplewood City Council in honor of your support for your building department.

BACKGROUND

Jason Brash:

Mr. Brash has been involved the International Residential Building Code Development committee for the last year. This is one of the best ways to stay abreast of the code provisions while maintaining the integrity of the code itself. Jason has gone through the Building Inspections Technology Associates Degree program and is a valuable asset to your building Department team.

David Swan:

Mr. Swan is the Chairman of the Building Code Uniformity Committee and has been since 2005. He works diligently with the Minnesota Code Officials to understand the code provisions and helps to ensure interpretations of these provisions are consistent state wide. Mr. Swan has also been involved extensively with Energy Code Committees and also holds an Associate Degree in Building Inspection Technology.

Nicholas Carver:

Mr. Carver is currently the Vice Chairman of the AMBO Code Development committee, and the Green Building / Energy Code subcommittee chairman. Mr. Carver has been instrumental in the International Code Council's (ICC) Green Building Code creation; he currently sits on the ICC Green Building Code Committee which is a very prestigious position, and he assisted in developing the ICC Green Building Certification exam.

Mr. Carver is a pioneer in the field of Green Building and sustainability and he has developed on his own a full day seminar that he presented to MN Building Officials six times in 2011.

David Fisher:

Mr. Fisher is the past president of both the local 10K Lakes association and the statewide Association of Minnesota Building Officials. His contribution to both of these organizations is remarkable as he has assisted in various executive positions on his way to leadership. Most recently he has been appointed to State of Minnesota Board of Architecture, Engineering, Land

Surveying, Landscape Architecture, Geoscience and Interior Design. Mr. Fisher is an outstanding leader and a great role model for Building Officials in the State of Minnesota.

All of your building department staff hold International certifications in their respective disciplines. Your Building Department is being recognized for ensuring the Safety of Maplewood's built environment. They are the silent heros, the first preventers. When they do their job well, nothing happens.

Congratulations!

RECOMMENDED ACTION

Please accept this award in honor of the effort and integrity of your building department team. We want to bring to your attention the pride shared Statewide for the contributions they make to the safety of your residents and the State of Minnesota.

AGENDA REPORT

TO: City Council
FROM: Finance Manager
RE: APPROVAL OF CLAIMS
DATE: March 26, 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:

\$ 351,048.33	Checks #86628 thru # 86666 dated 3/9/12 thru 3/13/12
\$ 422,591.07	Disbursements via debits to checking account dated 3/5/12 thru 3/9/12
\$ 127,154.15	Checks # 86667 thru # 86702 dated 3/12/12 thru 3/20/12
\$ 232,221.19	Disbursements via debits to checking account dated 3/12/12 thru 3/16/12
\$ 1,133,014.74	Total Accounts Payable

PAYROLL

\$ 495,774.33	Payroll Checks and Direct Deposits dated 3/16/12
\$ 2,210.89	Payroll Deduction check # 9985916 thru # 9985920 dated 3/16/12
\$ 497,985.22	Total Payroll
\$ 1,630,999.96	GRAND TOTAL

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

sb
attachments

Check Register
City of Maplewood

03/09/2012

Check	Date	Vendor	Description	Amount	
86628	03/13/2012	04842	MARY JOSEPHINE ANDERSON	ZUMBA INSTRUCTION - FEB	240.00
86629	03/13/2012	00131	ASPEN EQUIPMENT CO	BUCKET TRUCK RENTAL	3,633.75
86630	03/13/2012	00240	C.S.C. CREDIT SERVICES	APPLICANT BACKGROUND CHECKS	65.33
86631	03/13/2012	00353	CURTIS 1000, INC. - MINNESOTA	STATIONERY ORDER FOR 2012	8,566.13
86632	03/13/2012	02728	KIMLEY-HORN & ASSOCIATES INC	PROJ 09-08 PROF SRVS THRU 1/31	56,764.21
	03/13/2012	02728	KIMLEY-HORN & ASSOCIATES INC	PROJ 04-21 PROF SRVS THRU 1/31	12,091.93
	03/13/2012	02728	KIMLEY-HORN & ASSOCIATES INC	PROJ 08-13 PROF SRVS THRU 1/31	3,890.19
86633	03/13/2012	01202	NYSTROM PUBLISHING CO INC	MAPLEWOOD MONTHLY - MARCH	9,946.45
86634	03/13/2012	04265	MARIA PIRELA	ZUMBA INSTRUCTION - FEB	572.00
86635	03/13/2012	01337	RAMSEY COUNTY-PROP REC & REV	FLEET SUPPORT FEE - FEB	414.96
86636	03/13/2012	04192	TRANS-MEDIC	EMS BILLING - FEB	3,509.00
86637	03/13/2012	03334	UNIQUE PAVING MATERIALS CORP	WINTER PATCHING MATERIAL	180.62
86638	03/13/2012	01190	XCEL ENERGY	ELECTRIC UTILITY	13,348.99
	03/13/2012	01190	XCEL ENERGY	ELECTRIC UTILITY	205.37
	03/13/2012	01190	XCEL ENERGY	ELECTRIC UTILITY	184.76
	03/13/2012	01190	XCEL ENERGY	ELECTRIC UTILITY	124.24
	03/13/2012	01190	XCEL ENERGY	ELECTRIC UTILITY	67.95
	03/13/2012	01190	XCEL ENERGY	ELECTRIC UTILITY	13.54
	03/13/2012	01190	XCEL ENERGY	ELECTRIC UTILITY	-50.00
86639	03/09/2012	04993	ELITE-CUSTOM TRANSPORTERS &	FIRE TRUCK MODIFICATION-DOWNPMT	19,750.00
86640	03/13/2012	04851	BMI	LICENSING AGREEMENT 2012	320.00
86641	03/13/2012	04549	JAN ALICE CAMPBELL	ZUMBA INSTRUCTION FEB NSP	206.00
86642	03/13/2012	03619	DRAIN KING INC	PROJ 11-14 SEWER TELEVISIONING	180.00
	03/13/2012	03619	DRAIN KING INC	PROJ 11-14 SEWER TELEVISIONING	180.00
	03/13/2012	03619	DRAIN KING INC	PROJ 11-14 SEWER TELEVISIONING	180.00
	03/13/2012	03619	DRAIN KING INC	PROJ 11-14 SEWER TELEVISIONING	180.00
86643	03/13/2012	04374	EMS TECHNOLOGY SOLUTIONS, LLC	AMBUSTRAK LICENSE FEE	399.00
86644	03/13/2012	04846	HEALTHFAST	MEDICAL SUPPLIES	35.09
86645	03/13/2012	03968	HIGHWAY TECHNOLOGIES, INC	EMERGENCY BARRICADES/FLASHERS LEE	1,802.18
86646	03/13/2012	04992	KDV	2011 AUDIT	9,000.00
86647	03/13/2012	00827	L M C I T	WORK COMP QUARTERLY APR-JUN	105,371.75
	03/13/2012	00827	L M C I T	INSURANCE QTR PREMIUM APR-JUN	46,544.50
86648	03/13/2012	00857	LEAGUE OF MINNESOTA CITIES	SAFETY & LOSS CONTROL WORKSHOP	20.00
86649	03/13/2012	00983	METRO SALES INC	LEASE PMT 02/15/12 TO 03/15/12	864.62
86650	03/13/2012	04038	METRO-CLEANING SERVICES, INC.	MCC KITCHEN CLEANING	1,603.12
86651	03/13/2012	04849	RICHARD NIELSEN	TEXAS HOLD'EM INSTRUCTOR - FEB	108.00
86652	03/13/2012	00001	ONE TIME VENDOR	REFUND JENSEN HP BENEFIT	660.00
86653	03/13/2012	00001	ONE TIME VENDOR	REFUND M MEEHAN TRANS MEDIC	81.66
86654	03/13/2012	00001	ONE TIME VENDOR	REFUND KRUSE BCBS BENEFIT	60.00
86655	03/13/2012	00001	ONE TIME VENDOR	REFUND M HORTON BCBS BENEFIT	20.00
86656	03/13/2012	00001	ONE TIME VENDOR	REFUND M VANG HP BENEFIT	20.00
86657	03/13/2012	04581	ORION SYSTEMS/NETWORKS	SUBSCRIPTION FOR LETS - MARCH	150.00
86658	03/13/2012	04964	POINTS TO HEALTH LLC	ACUPUNCTURIST - FEB	150.00
86659	03/13/2012	00264	TERRIE RAMEAUX	REIMB FOR MILEAGE 3/1	31.64
86660	03/13/2012	04883	SPRING LAKE PARK FIRE DEPT INC	BLUE CARD TRAIN THE TRAINER	4,000.00
86661	03/13/2012	01836	CITY OF ST PAUL	SRVS PROVIDED TO PD - MARCH	3,798.00
	03/13/2012	01836	CITY OF ST PAUL	REPLACEMENT OF STREETLIGHT	1,595.79
	03/13/2012	01836	CITY OF ST PAUL	CUSTOM PRINTING	1,456.76
86662	03/13/2012	04965	SANDRA JEAN STAUNER	CERAMICS INSTRUCTOR - DEC 2011	350.00
	03/13/2012	04965	SANDRA JEAN STAUNER	CERAMICS INSTRUCTOR - FEB	312.50
	03/13/2012	04965	SANDRA JEAN STAUNER	CERAMICS INSTRUCTOR - JAN	275.00
86663	03/13/2012	01578	T R F SUPPLY CO.	SAFETY GLOVES	250.80
	03/13/2012	01578	T R F SUPPLY CO.	INSULATED HELMET LINERS	69.00

86664	03/13/2012	04528	SARA M. R. THOMPSON	ZUMBA INSTRUCTION - FEB	247.50
86665	03/13/2012	02464	US BANK	PAYING AGENT FEES	431.25
	03/13/2012	02464	US BANK	PAYING AGENT FEES	431.25
	03/13/2012	02464	US BANK	PAYING AGENT FEES	425.00
	03/13/2012	02464	US BANK	PAYING AGENT FEES	402.50
86666	03/13/2012	01730	W.W. GOETSCH ASSOCIATES, INC.	HYDROMATIC 58 FX 40 HP PUMPS	35,316.00
					351,048.33

39 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>
3/1/2012	3/5/2012	U.S. Treasurer	Federal Payroll Tax	97,604.74
3/1/2012	3/5/2012	P.E.R.A.	P.E.R.A.	90,999.33
3/2/2012	3/5/2012	MN State Treasurer	Drivers License/Deputy Registrar	55,225.99
3/1/2012	3/6/2012	MidAmerica - ING	HRA Flex plan	14,594.70
3/1/2012	3/6/2012	Labor Unions	Union Dues	1,843.00
3/5/2012	3/6/2012	MN State Treasurer	Drivers License/Deputy Registrar	34,406.60
3/1/2012	3/7/2012	MN State Treasurer	State Payroll Tax	20,915.36
3/6/2012	3/7/2012	MN State Treasurer	Drivers License/Deputy Registrar	31,234.66
3/7/2012	3/8/2012	MN State Treasurer	Drivers License/Deputy Registrar	40,394.74
3/1/2012	3/9/2012	Optum Health	DCRP & Flex plan payments	5,643.35
3/8/2012	3/9/2012	MN State Treasurer	Drivers License/Deputy Registrar	27,926.10
3/8/2012	3/9/2012	MN Dept of Natural Resources	DNR electronic licenses	1,802.50
TOTAL				<u><u>422,591.07</u></u>

Check Register
City of Maplewood

03/16/2012

Check	Date	Vendor	Description	Amount	
86667	03/12/2012	02464	US BANK	FUNDS FOR ATMS	10,000.00
86668	03/20/2012	00001	ONE TIME VENDOR	J NOTEBAART - POLICE RESERVE	154.00
86669	03/20/2012	01973	ERICKSON OIL PRODUCTS INC	CAR WASHES - FEB	100.00
86670	03/20/2012	02396	SHANN FINWALL	REIMB FOR PARKING & MILEAGE	47.52
86671	03/20/2012	00393	DEPT OF LABOR & INDUSTRY	MONTHLY SURTAX - FEB 13644123035	2,777.86
86672	03/20/2012	01202	NYSTROM PUBLISHING CO INC	PARK & RECREATION BROCHURE - FEB	10,936.31
86673	03/20/2012	01337	RAMSEY COUNTY-PROP REC & REV	911 DISPATCH SRVS - FEB	27,409.41
	03/20/2012	01337	RAMSEY COUNTY-PROP REC & REV	FLEET SUPPORT FEE - FEB	455.52
86674	03/20/2012	04845	TENNIS SANITATION LLC	RECYCLING - FEB	27,499.50
86675	03/20/2012	03334	UNIQUE PAVING MATERIALS CORP	PATCH MATERIALS	244.53
86676	03/20/2012	01190	XCEL ENERGY	ELECTRIC & GAS UTILITY	757.18
86677	03/20/2012	04047	ASHLAND PRODUCTIONS	CONTRACTED BRIDAL EXPO MODELS	300.00
86678	03/20/2012	02624	CARGILL INCORPORATED	TREATED ROAD SALT~	17,287.47
	03/20/2012	02624	CARGILL INCORPORATED	TREATED ROAD SALT~	6,416.38
86679	03/20/2012	00420	DOWNTOWNER DETAIL CENTER	POLICE VEHICLE CLEANING & DETAILING	364.20
86680	03/20/2012	00547	G. L. BERG ENTERTAINMENT	DEPOSIT TONIC SOL-FA MCC JAN 11/12	1,600.00
86681	03/20/2012	04989	AARON GRAHAM GLADE	GUITAR INSTRUCTION	352.00
86682	03/20/2012	03597	MARY JO HOFMEISTER	REIMB FOR MILEAGE 2/21 - 3/12	13.60
86683	03/20/2012	02506	HUNT ELECTRIC CORP	SERVICE CALL LIFT STATION #6	266.21
86684	03/20/2012	01605	IFP TEST SERVICES INC	PSYCHOLOGICAL EVALUATION FOR JOB	475.00
86685	03/20/2012	02995	INTEGRATED LOSS CONTROL INC	AWAIR/RIGHT TO KNOW TRAINING	540.00
86686	03/20/2012	03808	ALAN H. KANTRUD	REIMB FOR TAXES FOR CO RD D PROJ	65.35
86687	03/20/2012	04973	LIGHTHOUSE RECORDS INC.	SOUND TECH/RENTAL EQUIP MCC 3/16	600.00
86688	03/20/2012	03270	MICHAEL A. MILLER/ISN	BASKETBALL OFFICIALS 2/11 - 3/3	1,200.00
86689	03/20/2012	01933	MUNICIPAL CODE CORP	MUNICIPAL CODE REPUBLICATION	4,417.01
	03/20/2012	01933	MUNICIPAL CODE CORP	REPRINTED SUPPLEMENT PAGES	657.22
86690	03/20/2012	00001	ONE TIME VENDOR	REFUND P KOEGEL BCBS BENEFIT	300.00
86691	03/20/2012	00001	ONE TIME VENDOR	REFUND C BENSON TRANS MEDIC	87.01
86692	03/20/2012	00001	ONE TIME VENDOR	REFUND A LANGER DAILY ADMISSIONS	21.43
86693	03/20/2012	00001	ONE TIME VENDOR	REFUND V OLSON BCBS BENEFIT	20.00
86694	03/20/2012	00001	ONE TIME VENDOR	REFUND V COLLER PROG CANCELLED	9.00
86695	03/20/2012	04954	BERYIMAR PEROZO	BELLY DANCE INSTRUCTION 1/25-3/7	124.80
86696	03/20/2012	01836	CITY OF ST PAUL	PRINTING FOR JAN & FEB	2,354.46
	03/20/2012	01836	CITY OF ST PAUL	CRIME LAB SERVICES - FEB	90.00
86697	03/20/2012	02086	ST. PAUL AREA CHAMBER OF COMM	MEMBERSHIP DUES	450.00
86698	03/20/2012	01522	STATE OF MINNESOTA	D.O.T. INSPECTION DECALS	54.00
86699	03/20/2012	01545	SUBURBAN RATE AUTHORITY	SRA 1ST HALF ASSESSMENT 2012	1,600.00
86700	03/20/2012	01565	SWEEPER SERVICES	PARTS USED ON SWEEPER #703	472.86
86701	03/20/2012	01669	TWIN CITIES TRANSPORT &	FORFEITED VEHICLE & TOWING - FEB	1,418.32
86702	03/20/2012	01876	WHAT WORKS INC	COUNCIL-STAFF RETREAT 1/6 - 3/13	5,216.00
				<u>127,154.15</u>	
36 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>
3/9/2012	3/12/2012	MN State Treasurer	Drivers License/Deputy Registrar	29,137.19
3/12/2012	3/13/2012	MN State Treasurer	Drivers License/Deputy Registrar	32,335.43
3/13/2012	3/14/2012	MN State Treasurer	Drivers License/Deputy Registrar	25,220.64
2/29/2012	3/15/2012	VANCO	Billing fee	159.50
3/14/2012	3/15/2012	MN State Treasurer	Drivers License/Deputy Registrar	25,943.23
3/9/2012	3/16/2012	US Bank VISA One Card*	Purchasing card items	65,273.39
3/14/2012	3/16/2012	ICMA (Vantagepointe)	Deferred Compensation	4,361.15
3/14/2012	3/16/2012	ING - State Plan	Deferred Compensation	27,382.00
3/15/2012	3/16/2012	MN State Treasurer	Drivers License/Deputy Registrar	21,129.66
3/15/2012	3/16/2012	MN Dept of Natural Resources	DNR electronic licenses	1,279.00
TOTAL				232,221.19

***Detailed listing of VISA purchases is attached.**

Transaction Date	Posting Date	Merchant Name	Transaction Amount	Name
03/07/2012	03/09/2012	UNIFORMS UNLIMITED INC	\$101.64	CLINT ABEL
02/24/2012	02/27/2012	LA POLICE GEAR INC	\$128.22	MARK ALDRIDGE
03/01/2012	03/05/2012	LAKESHORE PLAYERS INC	\$340.00	MANDY ANZALDI
03/08/2012	03/09/2012	TARGET 00011858	\$24.05	MANDY ANZALDI
03/05/2012	03/06/2012	BEST BUY MHT 00000109	\$138.19	LONN BAKKE
03/02/2012	03/05/2012	LA POLICE GEAR INC	\$124.79	PAUL BARTZ
03/05/2012	03/07/2012	UNIFORMS UNLIMITED INC	\$84.57	PAUL BARTZ
02/24/2012	02/27/2012	EB *SPRINGSTED ACADEMI	\$40.00	GAYLE BAUMAN
02/24/2012	02/27/2012	DICK'S SPORTING GOODS	\$69.99	MARKESE BENJAMIN
03/01/2012	03/05/2012	OFFICE DEPOT #1090	\$64.60	CHAD BERGO
02/25/2012	02/27/2012	BLUE RIBBON BAIT & TACKLE	\$12.81	OAKLEY BIESANZ
03/06/2012	03/08/2012	ACORN NATURALISTS-INTE	\$290.07	OAKLEY BIESANZ
02/29/2012	03/02/2012	FOOT LOCKER 25032	\$130.00	JOHN BOHL
03/06/2012	03/07/2012	HENRIKSEN ACE HARDWARE	\$8.55	RON BOURQUIN
02/27/2012	02/28/2012	BEST BUY MHT 00000109	\$21.40	NATHAN BURLINGAME
02/24/2012	02/27/2012	CURTIS 1000 INC.	\$482.74	SARAH BURLINGAME
02/27/2012	02/28/2012	NOODLES CO 313	\$120.54	SARAH BURLINGAME
03/01/2012	03/02/2012	GE CAPITAL	\$43.92	SARAH BURLINGAME
03/01/2012	03/05/2012	THE STAR TRIBUNE CIRCULAT	\$244.40	SARAH BURLINGAME
03/02/2012	03/05/2012	FIRST SHRED	\$30.00	SARAH BURLINGAME
03/05/2012	03/07/2012	OFFICE DEPOT #1090	\$54.16	SARAH BURLINGAME
03/07/2012	03/07/2012	MARIPOSA PUBLISHING	\$65.95	SARAH BURLINGAME
02/24/2012	02/27/2012	THE HOME DEPOT 2801	\$106.05	SCOTT CHRISTENSON
02/27/2012	02/29/2012	THE HOME DEPOT 2801	(\$39.30)	SCOTT CHRISTENSON
02/27/2012	02/29/2012	THE HOME DEPOT 2801	\$102.15	SCOTT CHRISTENSON
02/28/2012	03/01/2012	BARNES & NOBLE #2227	\$91.06	SCOTT CHRISTENSON
03/02/2012	03/05/2012	VIKING ELECTRIC - CREDIT	\$105.04	SCOTT CHRISTENSON
03/02/2012	03/05/2012	WESCO - # 7649	\$106.94	SCOTT CHRISTENSON
03/07/2012	03/09/2012	MENARDS 3022	\$24.16	CHARLES DEAVER
03/07/2012	03/09/2012	MENARDS 3022	\$10.24	CHARLES DEAVER
03/08/2012	03/09/2012	G&K SERVICES 182	\$80.34	CHARLES DEAVER
03/08/2012	03/09/2012	BATTERIES PLUS #31	\$136.54	JOSEPH DEMULLING
03/07/2012	03/08/2012	ANCOM COMMUNICATIONS INC	\$212.70	RICHARD DOBLAR
02/29/2012	03/01/2012	MENARDS 3059	\$10.53	MICHAEL DUGAS
03/08/2012	03/09/2012	GAL*GALLS INC	\$80.98	MICHAEL DUGAS
03/01/2012	03/05/2012	WM EZPAY	\$477.43	LARRY FARR
03/02/2012	03/05/2012	WAL-MART	\$68.99	LARRY FARR
03/05/2012	03/06/2012	WM EZPAY	\$437.13	LARRY FARR
03/05/2012	03/06/2012	WM EZPAY	\$1,013.71	LARRY FARR
03/06/2012	03/07/2012	OWENS COMPANIES INC	\$4,537.95	LARRY FARR
03/06/2012	03/07/2012	OWENS COMPANIES INC	\$1,782.03	LARRY FARR
03/06/2012	03/07/2012	OWENS COMPANIES INC	\$3,698.00	LARRY FARR
03/08/2012	03/09/2012	G&K SERVICES 182	\$303.70	LARRY FARR
03/08/2012	03/09/2012	G&K SERVICES 182	\$515.82	LARRY FARR
02/28/2012	02/29/2012	BEST BUY MHT 00000109	\$45.01	SHANN FINWALL
02/28/2012	02/29/2012	SPARTAN PROMOTIONAL GRP	\$100.00	DAVID FISHER
03/01/2012	03/01/2012	INT'L CODE COUNCIL INC	\$125.00	DAVID FISHER
03/06/2012	03/08/2012	KEEPRS INC 2	\$200.00	MARCUS FORSYTHE
02/28/2012	02/29/2012	TOSHIBA BUSINESS SOLUTION	\$1,186.76	MYCHAL FOWLDS
02/28/2012	02/29/2012	TOSHIBA BUSINESS SOLUTION	\$840.34	MYCHAL FOWLDS
02/28/2012	02/29/2012	TOSHIBA BUSINESS SOLUTION	\$67.59	MYCHAL FOWLDS
02/28/2012	02/29/2012	TOSHIBA BUSINESS SOLUTION	\$329.14	MYCHAL FOWLDS
03/05/2012	03/07/2012	PROFIT SYSTEMS INC	\$2,944.98	MYCHAL FOWLDS
03/06/2012	03/07/2012	VERIZON WRLS MYACCT VN	\$2,464.16	MYCHAL FOWLDS
03/07/2012	03/08/2012	AMAZON.COM	\$340.79	MYCHAL FOWLDS

02/28/2012	02/29/2012	IDU*PUBLIC SECTOR	\$11.91	NICK FRANZEN
02/29/2012	03/01/2012	SHI CORP	\$224.41	NICK FRANZEN
03/08/2012	03/09/2012	HP SERVICES	\$405.47	NICK FRANZEN
03/06/2012	03/08/2012	UNIFORMS UNLIMITED INC	\$159.99	JOHN FRASER
03/06/2012	03/08/2012	UNIFORMS UNLIMITED INC	\$272.67	JOHN FRASER
02/29/2012	03/01/2012	U OF M CCE NONCREDIT	\$175.00	VIRGINIA GAYNOR
03/02/2012	03/05/2012	MINN FIRE SVC CERT BOARD	\$480.00	CLARENCE GERVAIS
03/05/2012	03/06/2012	CENTURY COLLEGE-CE	\$79.00	CLARENCE GERVAIS
03/05/2012	03/06/2012	CENTURY COLLEGE-CE	\$79.00	CLARENCE GERVAIS
02/29/2012	03/02/2012	WIRELESS ZONE WZ662	\$37.48	KAREN GUILFOILE
03/01/2012	03/02/2012	RAINBOW FOODS 00088617	\$70.35	KAREN GUILFOILE
03/01/2012	03/02/2012	IIMC	\$560.00	KAREN GUILFOILE
03/07/2012	03/08/2012	VZWRLSS*APOCC VISN	\$97.64	KAREN GUILFOILE
02/24/2012	02/27/2012	HENRIKSEN ACE HARDWARE	\$4.69	MARK HAAG
02/24/2012	02/27/2012	THE HOME DEPOT 2801	\$53.65	MARK HAAG
03/08/2012	03/09/2012	HIRSHFIELDS/MAPLEWOOD	\$222.78	GARY HINNENKAMP
03/08/2012	03/09/2012	HENRIKSEN ACE HARDWARE	\$38.29	GARY HINNENKAMP
03/08/2012	03/09/2012	MENARDS 3059	\$65.59	GARY HINNENKAMP
02/27/2012	02/28/2012	THE LIFEGUARD STORE	\$103.50	RON HORWATH
03/02/2012	03/02/2012	CONNEY SAFETY	\$484.19	RON HORWATH
03/03/2012	03/05/2012	WAL-MART	\$73.28	RON HORWATH
03/05/2012	03/07/2012	ALL POOLSIDE SERVICES	\$26.78	RON HORWATH
03/07/2012	03/09/2012	PRICE CHOPPER, INC	\$679.62	RON HORWATH
02/28/2012	02/29/2012	TOSHIBA BUSINESS SOLUTION	\$524.12	ANN HUTCHINSON
03/01/2012	03/02/2012	KNOWLAN'S MARKET #2	\$18.99	ANN HUTCHINSON
03/02/2012	03/05/2012	ANDERSON'S MAPLE SYRUP, I	\$34.75	ANN HUTCHINSON
02/20/2012	02/28/2012	DALCO ENTERPRISES, INC	\$264.90	DAVID JAHN
03/06/2012	03/08/2012	SNAP LOCK INDUSTRIES	\$119.42	DAVID JAHN
03/08/2012	03/09/2012	MENARDS 3059	\$15.96	DAVID JAHN
02/23/2012	02/27/2012	SHARROW LIFTING PRODUCTS	\$363.95	DON JONES
02/23/2012	02/27/2012	RED WING SHOE STORE	\$182.74	DON JONES
02/27/2012	02/28/2012	MSP COMMUNICATIONS	\$22.95	DUWAYNE KONEWKO
02/24/2012	02/27/2012	HP SERVICES	\$159.23	JASON KREGER
02/25/2012	02/27/2012	HP SERVICES	\$59.69	JASON KREGER
02/25/2012	02/27/2012	AMAZON MKTPLACE PMTS	\$48.98	JASON KREGER
02/26/2012	02/27/2012	HP DIRECT-PUBLICSECTOR	\$1,196.69	JASON KREGER
02/26/2012	02/27/2012	AMAZON.COM	\$25.15	JASON KREGER
02/29/2012	02/29/2012	HP DIRECT-PUBLICSECTOR	\$1,202.16	JASON KREGER
03/02/2012	03/05/2012	CDW GOVERNMENT	\$251.05	JASON KREGER
03/03/2012	03/05/2012	MS *MICROSOFT STORE	\$299.93	JASON KREGER
02/28/2012	02/29/2012	THE UPS STORE 2171	\$9.36	NICHOLAS KREKELER
02/29/2012	03/01/2012	SAFETY KIDZ.COM	\$442.50	NICHOLAS KREKELER
02/24/2012	02/27/2012	UNIFORMS UNLIMITED INC	\$21.38	BRETT KROLL
02/27/2012	02/29/2012	STREICHER'S MO	\$87.63	DAVID KVAM
02/28/2012	02/29/2012	U OF M - BBE EROSION	\$130.00	RANDY LINDBLOM
02/24/2012	02/27/2012	ASPEN MILLS INC.	\$46.95	STEVE LUKIN
02/27/2012	02/28/2012	EMERGENCY AUTOMOTIVE	\$350.00	STEVE LUKIN
02/28/2012	03/01/2012	GENERAL PARTS, LLC	\$127.14	STEVE LUKIN
03/01/2012	03/02/2012	FIRST SHRED	\$35.00	STEVE LUKIN
03/05/2012	03/07/2012	METRO FIRE	\$235.79	STEVE LUKIN
03/05/2012	03/07/2012	WM EZPAY	\$200.76	STEVE LUKIN
03/07/2012	03/08/2012	EMERGENCY AUTOMOTIVE	\$339.50	STEVE LUKIN
03/06/2012	03/07/2012	BUST A CAP	\$27.00	JASON MARINO
02/23/2012	02/27/2012	GUNSTOP ENTERPRISES	\$400.00	JERROLD MARTIN
02/27/2012	02/29/2012	BILLS GUN SHOP & RANGE NO	\$32.08	JERROLD MARTIN
03/06/2012	03/08/2012	MILLS FLEET FARM #2,700	\$32.13	JERROLD MARTIN

03/01/2012	03/05/2012	UNIFORMS UNLIMITED INC	\$206.05	GLEN MCCARTY
03/01/2012	03/05/2012	UNIFORMS UNLIMITED INC	\$161.00	GLEN MCCARTY
03/08/2012	03/09/2012	THE SALVATION ARMY 11	\$17.00	ALESIA METRY
02/27/2012	02/29/2012	WITMER PUBLIC SAFETY G	\$1,996.00	MICHAEL MONDOR
03/01/2012	03/02/2012	BOUND TREE MEDICAL LLC	\$5.12	MICHAEL MONDOR
03/06/2012	03/07/2012	BOUND TREE MEDICAL LLC	\$1,410.49	MICHAEL MONDOR
03/06/2012	03/07/2012	BOUND TREE MEDICAL LLC	\$8.19	MICHAEL MONDOR
03/07/2012	03/08/2012	BOUND TREE MEDICAL LLC	\$81.90	MICHAEL MONDOR
03/07/2012	03/08/2012	CENTURY COLLEGE-BO	\$564.00	MICHAEL MONDOR
03/07/2012	03/08/2012	NATL. REGISTRY OF EMTS	\$15.00	MICHAEL MONDOR
03/08/2012	03/09/2012	NATL. REGISTRY OF EMTS	\$15.00	MICHAEL MONDOR
02/24/2012	02/27/2012	THE MERRI ARTIST I	\$54.50	SHELLY NEPHEW
03/01/2012	03/05/2012	OFFICE DEPOT #1090	\$54.22	SHELLY NEPHEW
03/01/2012	03/05/2012	OFFICE DEPOT #1170	\$4.00	SHELLY NEPHEW
03/02/2012	03/05/2012	PERFORATEDPAPERCOM	\$55.37	SHELLY NEPHEW
03/05/2012	03/07/2012	PAPER PLUS-ROS00108803	\$180.00	SHELLY NEPHEW
03/05/2012	03/07/2012	PAPER PLUS-ROS00108803	\$360.00	SHELLY NEPHEW
03/05/2012	03/07/2012	PAPER PLUS-ROS00108803	\$317.85	SHELLY NEPHEW
03/05/2012	03/07/2012	PAPER PLUS-ROS00108803	\$180.00	SHELLY NEPHEW
03/05/2012	03/07/2012	PAPER PLUS-ROS00108803	\$1,053.90	SHELLY NEPHEW
03/07/2012	03/09/2012	PAPER PLUS-ROS00108803	\$315.96	SHELLY NEPHEW
02/29/2012	03/01/2012	ZAHL PMC	\$40.82	AMY NIVEN
03/02/2012	03/05/2012	OFFICE DEPOT #1090	\$102.86	AMY NIVEN
03/05/2012	03/07/2012	OFFICE DEPOT #1105	\$14.16	AMY NIVEN
03/08/2012	03/09/2012	G&K SERVICES 182	\$1,280.82	AMY NIVEN
02/29/2012	03/01/2012	SHORE POWER INC	\$270.58	MICHAEL NYE
02/28/2012	03/01/2012	LTG POWER EQUIPMENT	\$3.40	ERICK OSWALD
03/01/2012	03/05/2012	OFFICE MAX	\$76.26	MARY KAY PALANK
02/24/2012	02/27/2012	CUMULUS MEDIA MINNEAPOLIS	\$1,050.00	CHRISTINE PENN
02/24/2012	02/27/2012	KARE	\$1,200.00	CHRISTINE PENN
02/25/2012	02/27/2012	TIGER OAK	\$1,200.00	CHRISTINE PENN
03/02/2012	03/05/2012	WEDDINGPAGES INC	\$300.00	CHRISTINE PENN
03/07/2012	03/08/2012	HEJNY RENTAL INC	\$362.11	CHRISTINE PENN
03/02/2012	03/05/2012	HP HOME STORE	\$36.40	PHILIP F POWELL
02/23/2012	02/27/2012	KATH FUEL OFFICE	\$113.24	STEVEN PRIEM
02/23/2012	02/27/2012	TOUSLEY FORD I27228006	\$94.11	STEVEN PRIEM
02/24/2012	02/27/2012	TOUSLEY FORD I27228006	\$56.53	STEVEN PRIEM
02/24/2012	02/27/2012	AUTO PLUS NO ST PAUL	\$31.27	STEVEN PRIEM
02/24/2012	02/27/2012	ZARNOTH BRUSH WORKS INC	\$1,119.52	STEVEN PRIEM
02/24/2012	02/27/2012	GOODYEAR AUTO SRV CT 6920	\$52.00	STEVEN PRIEM
02/27/2012	02/28/2012	FACTORY MOTOR PARTS #19	\$37.72	STEVEN PRIEM
02/27/2012	02/28/2012	FACTORY MTR PTS #1	\$165.35	STEVEN PRIEM
02/27/2012	02/28/2012	AUTO PLUS NO ST PAUL	\$31.42	STEVEN PRIEM
02/27/2012	02/29/2012	TRI-STATE BOBCAT INC.	\$58.64	STEVEN PRIEM
02/27/2012	03/02/2012	BAUER BUILT TIRE 18	(\$749.88)	STEVEN PRIEM
02/28/2012	02/29/2012	FACTORY MTR PTS #1	\$280.80	STEVEN PRIEM
02/28/2012	02/29/2012	FACTORY MTR PTS #1	\$214.83	STEVEN PRIEM
02/28/2012	02/29/2012	CUMMINS NPOWER LLC	\$118.12	STEVEN PRIEM
02/29/2012	03/01/2012	AUTO PLUS NO ST PAUL	\$84.69	STEVEN PRIEM
03/01/2012	03/02/2012	TOWMASTER	\$387.61	STEVEN PRIEM
03/01/2012	03/02/2012	FACTORY MTR PTS #1	\$35.64	STEVEN PRIEM
03/01/2012	03/02/2012	FACTORY MTR PTS #1	\$71.28	STEVEN PRIEM
03/01/2012	03/02/2012	AUTO PLUS NO ST PAUL	\$14.70	STEVEN PRIEM
03/01/2012	03/02/2012	POLAR CHEVROLET MAZDA PAR	\$154.79	STEVEN PRIEM
03/01/2012	03/02/2012	BAUER BUILT TIRE 18	\$166.62	STEVEN PRIEM
03/01/2012	03/02/2012	TRUCK UTILITIES INC	\$69.34	STEVEN PRIEM

03/01/2012	03/05/2012	TOUSLEY FORD I27228006	\$441.31	STEVEN PRIEM
03/02/2012	03/05/2012	ZARNOTH BRUSH WORKS INC	\$1,119.52	STEVEN PRIEM
03/02/2012	03/05/2012	LITTLE FALLS MACHINE INC	\$490.90	STEVEN PRIEM
03/05/2012	03/06/2012	HENRIKSEN ACE HARDWARE	\$9.77	STEVEN PRIEM
03/05/2012	03/06/2012	POLAR CHEVROLET MAZDA PAR	\$217.69	STEVEN PRIEM
03/05/2012	03/06/2012	FORCE AMERICA DISTRIB LLC	\$18.79	STEVEN PRIEM
03/06/2012	03/07/2012	AUTO PLUS NO ST PAUL	\$85.90	STEVEN PRIEM
03/06/2012	03/07/2012	SAFELITE AUTOGLASS	\$177.50	STEVEN PRIEM
03/06/2012	03/07/2012	POLAR CHEVROLET MAZDA PAR	\$81.29	STEVEN PRIEM
03/06/2012	03/08/2012	WESTSIDE EQUIPMENT	\$373.00	STEVEN PRIEM
03/07/2012	03/08/2012	GOODYEAR AUTO SRV CT 6920	\$52.00	STEVEN PRIEM
03/08/2012	03/09/2012	AUTO PLUS NO ST PAUL	\$203.16	STEVEN PRIEM
03/08/2012	03/09/2012	AUTO PLUS NO ST PAUL	\$166.20	STEVEN PRIEM
02/22/2012	02/27/2012	MED-FIT SYSTEMS, INC.	\$91.14	KELLY PRINS
02/24/2012	02/27/2012	THE HOME DEPOT 2801	\$4.41	KELLY PRINS
03/01/2012	03/05/2012	WW GRAINGER	\$333.70	KELLY PRINS
03/02/2012	03/06/2012	FITNESS FACTORY OUTLET	\$30.00	KELLY PRINS
03/02/2012	03/07/2012	MED-FIT SYSTEMS, INC.	\$37.15	KELLY PRINS
03/05/2012	03/06/2012	EXCEL DRYER INC	\$38.00	KELLY PRINS
03/05/2012	03/07/2012	THE HOME DEPOT 2801	\$86.73	KELLY PRINS
03/08/2012	03/09/2012	SS *SGSTORE	\$454.80	KELLY PRINS
02/27/2012	02/28/2012	HILLYARD INC MINNEAPOLIS	\$1,055.33	MICHAEL REILLY
03/05/2012	03/07/2012	SUBWAY 00052159	\$110.00	LORI RESENDIZ
02/24/2012	02/27/2012	MN RECREATION AND PARK A	\$802.00	AUDRA ROBBINS
03/01/2012	03/02/2012	TARGET 00006197	\$27.72	AUDRA ROBBINS
03/05/2012	03/07/2012	SPRINT STORE #226	\$31.68	AUDRA ROBBINS
03/08/2012	03/09/2012	PAYPAL *ASHLANDPROD	\$200.00	AUDRA ROBBINS
02/24/2012	02/27/2012	HENRIKSEN ACE HARDWARE	\$3.79	ROBERT RUNNING
02/28/2012	02/29/2012	GOVTTRNGSVC	(\$190.00)	DEB SCHMIDT
03/01/2012	03/02/2012	LILLIE SUBURBAN NEWSPAPE	\$54.00	DEB SCHMIDT
03/02/2012	03/05/2012	PANERA BREAD #1305	\$192.62	DEB SCHMIDT
03/02/2012	03/05/2012	T-MOBILE.COM*PAYMENT	\$27.84	DEB SCHMIDT
03/06/2012	03/07/2012	GETTY IMAGES	\$1,299.00	DEB SCHMIDT
02/27/2012	02/29/2012	ON SITE SANITATION INC	\$39.28	SCOTT SCHULTZ
02/28/2012	03/01/2012	USA MOBILITY WIRELE	\$16.12	SCOTT SCHULTZ
03/06/2012	03/08/2012	OFFICE DEPOT #1090	\$81.52	ANDREA SINDT
03/06/2012	03/07/2012	KOHL'S #0052	\$190.93	JOSEPH STEINER
02/24/2012	02/27/2012	ATOM	\$600.00	JOANNE SVENDSEN
03/05/2012	03/06/2012	PAYPAL *GRACIESTORE	\$1,990.00	JOANNE SVENDSEN
03/02/2012	03/05/2012	NATURES IMAGE CUSTOM FRAM	\$211.68	BRIAN TAUZELL
03/04/2012	03/05/2012	MINNESOTA LAW ENFORCEMENT	\$500.00	JOE TRAN
03/04/2012	03/05/2012	MINNESOTA LAW ENFORCEMENT	\$450.00	JOE TRAN
03/04/2012	03/05/2012	MINNESOTA LAW ENFORCEMENT	\$500.00	JOE TRAN
02/24/2012	02/27/2012	JCPENNEY STORE 2864	\$100.00	JOSEPH TRAN
03/01/2012	03/02/2012	GPM*GOJO HANDS FRE	\$25.90	KAREN WACHAL

\$65,273.39

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

<u>CHECK #</u>	<u>CHECK DATE</u>	<u>EMPLOYEE NAME</u>	<u>AMOUNT</u>
	03/16/12	CARDINAL, ROBERT	435.16
	03/16/12	JUENEMANN, KATHLEEN	435.16
	03/16/12	KOPPEN, MARVIN	435.16
	03/16/12	LLANAS, JAMES	435.16
	03/16/12	ROSSBACH, WILLIAM	494.44
	03/16/12	STRAUTMANIS, MARIS	208.00
	03/16/12	VALLE, EDWARD	50.00
	03/16/12	AHL, R. CHARLES	5,008.64
	03/16/12	ANTONEN, JAMES	5,300.00
	03/16/12	BURLINGAME, SARAH	1,986.11
	03/16/12	KANTRUD, HUGH	184.62
	03/16/12	CHRISTENSON, SCOTT	1,981.35
	03/16/12	FARR, LARRY	3,061.16
	03/16/12	JAHN, DAVID	2,061.31
	03/16/12	RAMEAUX, THERESE	3,061.16
	03/16/12	BAUMAN, GAYLE	4,044.92
	03/16/12	ANDERSON, CAROLE	2,857.39
	03/16/12	DEBILZAN, JUDY	1,290.00
	03/16/12	JACKSON, MARY	2,161.34
	03/16/12	KELSEY, CONNIE	2,594.81
	03/16/12	RUEB, JOSEPH	2,642.60
	03/16/12	ARNOLD, AJLA	256.17
	03/16/12	GUILFOILE, KAREN	4,207.64
	03/16/12	NEPHEW, MICHELLE	1,444.33
	03/16/12	SCHMIDT, DEBORAH	2,746.39
	03/16/12	SPANGLER, EDNA	1,118.73
	03/16/12	THOMFORDE, FAITH	864.00
	03/16/12	CORTESI, LUANNE	1,095.62
	03/16/12	LARSON, MICHELLE	1,801.35
	03/16/12	MECHELKE, SHERRIE	1,140.33
	03/16/12	MOY, PAMELA	1,520.44
	03/16/12	OSTER, ANDREA	1,907.48
	03/16/12	RICHTER, CHARLENE	941.61
	03/16/12	SCHOENECKER, LEIGH	1,569.35
	03/16/12	WEAVER, KRISTINE	2,329.19
	03/16/12	CORCORAN, THERESA	1,900.55
	03/16/12	KVAM, DAVID	4,209.55
	03/16/12	PALANK, MARY	1,905.17
	03/16/12	POWELL, PHILIP	2,882.46
	03/16/12	SVENDSEN, JOANNE	2,101.79
	03/16/12	THOMALLA, DAVID	4,961.38
	03/16/12	YOUNG, TAMELA	1,900.55

03/16/12	ABEL, CLINT	2,878.21
03/16/12	ALDRIDGE, MARK	3,101.27
03/16/12	BAKKE, LONN	2,937.06
03/16/12	BARTZ, PAUL	3,204.83
03/16/12	BELDE, STANLEY	2,990.84
03/16/12	BENJAMIN, MARKESE	2,819.55
03/16/12	BIERDEMAN, BRIAN	4,813.94
03/16/12	BOHL, JOHN	3,151.33
03/16/12	BUSACK, DANIEL	3,653.32
03/16/12	COFFEY, KEVIN	2,878.21
03/16/12	CROTTY, KERRY	3,611.20
03/16/12	DEMULLING, JOSEPH	2,845.55
03/16/12	DOBLAR, RICHARD	3,925.54
03/16/12	DUGAS, MICHAEL	3,515.15
03/16/12	ERICKSON, VIRGINIA	1,111.33
03/16/12	FLOR, TIMOTHY	3,609.69
03/16/12	FORSYTHE, MARCUS	2,186.00
03/16/12	FRASER, JOHN	3,204.83
03/16/12	FRITZE, DEREK	3,053.57
03/16/12	GABRIEL, ANTHONY	3,183.59
03/16/12	HAWKINSON JR, TIMOTHY	3,443.61
03/16/12	HER, PHENG	2,720.96
03/16/12	HIEBERT, STEVEN	2,990.84
03/16/12	JOHNSON, KEVIN	3,984.49
03/16/12	KALKA, THOMAS	921.88
03/16/12	KONG, TOMMY	2,878.21
03/16/12	KREKELER, NICHOLAS	850.80
03/16/12	KROLL, BRETT	2,891.66
03/16/12	LANGNER, SCOTT	3,092.20
03/16/12	LANGNER, TODD	2,980.04
03/16/12	LU, JOHNNIE	3,077.51
03/16/12	LYNCH, KATHERINE	2,186.00
03/16/12	MARINO, JASON	2,931.31
03/16/12	MARTIN, JERROLD	3,202.95
03/16/12	MCCARTY, GLEN	3,011.95
03/16/12	METRY, ALESIA	3,038.70
03/16/12	NYE, MICHAEL	3,331.11
03/16/12	OLSON, JULIE	3,153.90
03/16/12	PARKER, JAMES	2,186.00
03/16/12	REZNY, BRADLEY	3,579.02
03/16/12	RHUDE, MATTHEW	2,858.73
03/16/12	SHORTREED, MICHAEL	4,091.18
03/16/12	STEINER, JOSEPH	3,833.65
03/16/12	SYPNIEWSKI, WILLIAM	2,819.55
03/16/12	SZCZEPANSKI, THOMAS	3,060.04
03/16/12	TAUZELL, BRIAN	2,505.19
03/16/12	THEISEN, PAUL	3,038.70
03/16/12	THIENES, PAUL	3,515.15
03/16/12	TRAN, JOSEPH	3,038.70
03/16/12	WENZEL, JAY	3,153.90
03/16/12	XIONG, KAO	2,878.21
03/16/12	ANDERSON, BRIAN	324.00
03/16/12	BAHL, DAVID	336.00

03/16/12	BASSETT, BRENT	612.00
03/16/12	BAUMAN, ANDREW	2,600.61
03/16/12	BECK, YANCEY	300.00
03/16/12	BIGELBACH, ANTHONY	312.00
03/16/12	BOURQUIN, RON	440.00
03/16/12	BRADBURY, RYAN	414.00
03/16/12	BRESIN, ROBERT	432.00
03/16/12	CAPISTRANT, JACOB	456.00
03/16/12	CAPISTRANT, JOHN	710.50
03/16/12	CRAWFORD, RAYMOND	240.00
03/16/12	DAWSON, RICHARD	2,892.23
03/16/12	EATON, PAUL	294.00
03/16/12	EVERSON, PAUL	2,986.11
03/16/12	FASULO, WALTER	60.00
03/16/12	FOSSUM, ANDREW	2,634.17
03/16/12	HAGEN, MICHAEL	168.00
03/16/12	HALE, JOSEPH	406.00
03/16/12	HALWEG, JODI	2,882.26
03/16/12	HAWTHORNE, ROCHELLE	240.00
03/16/12	HENDRICKSON, NICHOLAS	2,571.17
03/16/12	HUTCHINSON, JAMES	378.00
03/16/12	IMM, TRACY	168.00
03/16/12	JOHNSON, JAMES	871.00
03/16/12	JONES, JONATHAN	432.00
03/16/12	KANE, ROBERT	560.00
03/16/12	KARRAS, JAMIE	198.00
03/16/12	KERSKA, JOSEPH	96.00
03/16/12	KONDER, RONALD	264.00
03/16/12	KUBAT, ERIC	2,486.27
03/16/12	LINDER, TIMOTHY	2,770.12
03/16/12	LOCHEN, MICHAEL	624.00
03/16/12	MELLEN, CHRISTOPHER	138.00
03/16/12	MELLEN, RICHARD	216.00
03/16/12	MILLER, NICHOLAS	420.00
03/16/12	MONDOR, MICHAEL	3,119.66
03/16/12	MONSON, PETER	192.00
03/16/12	MORGAN, JEFFERY	325.00
03/16/12	NIELSEN, KENNETH	156.00
03/16/12	NOVAK, JEROME	2,743.95
03/16/12	NOWICKI, PAUL	306.00
03/16/12	OLSON, JAMES	2,668.41
03/16/12	OPHEIM, JOHN	224.00
03/16/12	PACHECO, ALPHONSE	192.00
03/16/12	PETERSON, MARK	420.00
03/16/12	PETERSON, ROBERT	2,936.08
03/16/12	PLACE, ANDREA	2,578.38
03/16/12	POWERS, KENNETH	24.00
03/16/12	RAINEY, JAMES	461.00
03/16/12	RANK, NATHAN	588.00
03/16/12	RANK, PAUL	240.00
03/16/12	RAVENWALD, CORINNE	288.00
03/16/12	REYNOSO, ANGEL	432.00
03/16/12	RICE, CHRISTOPHER	903.00

03/16/12	RODRIGUEZ, ROBERTO	168.00
03/16/12	SCHULTZ, JEROME	288.00
03/16/12	SEDLACEK, JEFFREY	2,674.17
03/16/12	STREFF, MICHAEL	2,778.59
03/16/12	SVENDSEN, RONALD	3,117.09
03/16/12	WHITE, JOEL	12.00
03/16/12	GERVAIS-JR, CLARENCE	3,906.58
03/16/12	LUKIN, STEVEN	4,498.52
03/16/12	ZWIEG, SUSAN	704.85
03/16/12	KNUTSON, LOIS	2,054.95
03/16/12	NIVEN, AMY	1,425.42
03/16/12	BRINK, TROY	2,555.72
03/16/12	BUCKLEY, BRENT	2,149.51
03/16/12	DEBILZAN, THOMAS	2,233.12
03/16/12	EDGE, DOUGLAS	2,187.52
03/16/12	JONES, DONALD	2,208.67
03/16/12	MEISSNER, BRENT	2,024.82
03/16/12	NAGEL, BRYAN	3,442.00
03/16/12	OSWALD, ERICK	3,110.62
03/16/12	RUIZ, RICARDO	1,591.14
03/16/12	RUNNING, ROBERT	2,713.70
03/16/12	TEVLIN, TODD	2,233.13
03/16/12	BURLINGAME, NATHAN	2,026.42
03/16/12	DUCHARME, JOHN	2,740.37
03/16/12	ENGSTROM, ANDREW	2,555.79
03/16/12	JACOBSON, SCOTT	2,304.83
03/16/12	JAROSCH, JONATHAN	2,871.75
03/16/12	KUMMER, STEVEN	3,216.55
03/16/12	LINDBLOM, RANDAL	2,740.37
03/16/12	LOVE, STEVEN	3,446.85
03/16/12	THOMPSON, MICHAEL	4,058.96
03/16/12	ZIEMAN, SCOTT	110.05
03/16/12	JANASZAK, MEGHAN	1,497.35
03/16/12	KONEWKO, DUWAYNE	4,413.24
03/16/12	EDSON, DAVID	2,191.39
03/16/12	HAMRE, MILES	1,513.61
03/16/12	HAYS, TAMARA	1,553.77
03/16/12	HINNENKAMP, GARY	2,282.34
03/16/12	NAUGHTON, JOHN	2,185.54
03/16/12	NORDQUIST, RICHARD	2,148.46
03/16/12	BIESANZ, OAKLEY	1,811.75
03/16/12	DEAVER, CHARLES	567.13
03/16/12	GERNES, CAROLE	196.89
03/16/12	HAYMAN, JANET	982.96
03/16/12	HUTCHINSON, ANN	2,649.16
03/16/12	SOUTTER, CHRISTINE	31.50
03/16/12	WACHAL, KAREN	874.99
03/16/12	GAYNOR, VIRGINIA	3,244.09
03/16/12	KROLL, LISA	1,900.55
03/16/12	SINDT, ANDREA	2,033.80
03/16/12	SWANSON, CHRIS	1,111.00
03/16/12	THOMPSON, DEBRA	760.22
03/16/12	EKSTRAND, THOMAS	3,829.34

03/16/12	FINWALL, SHANN	3,233.35
03/16/12	MARTIN, MICHAEL	2,709.35
03/16/12	BRASH, JASON	2,393.35
03/16/12	CARVER, NICHOLAS	3,244.09
03/16/12	FISHER, DAVID	3,807.86
03/16/12	SWAN, DAVID	2,766.15
03/16/12	WELLENS, MOLLY	1,743.33
03/16/12	BERGER, STEPHANIE	760.00
03/16/12	BETHEL III, CHARLES	112.63
03/16/12	BJORK, BRANDON	189.75
03/16/12	BRENEMAN, NEIL	2,159.70
03/16/12	GERMAIN, BRADY	84.00
03/16/12	KHOURY, SARAH	595.00
03/16/12	KOHLMAN, JENNIFER	171.00
03/16/12	ROBBINS, AUDRA	3,019.96
03/16/12	ROBBINS, CAMDEN	322.00
03/16/12	SCHALLER, SCOTT	126.31
03/16/12	SCHALLER, TYLER	50.75
03/16/12	TAYLOR, JAMES	2,738.98
03/16/12	VUKICH, CANDACE	288.75
03/16/12	ADAMS, DAVID	1,848.33
03/16/12	GERMAIN, DAVID	2,155.39
03/16/12	HAAG, MARK	2,405.64
03/16/12	ORE, JORDAN	1,549.09
03/16/12	SCHULTZ, SCOTT	3,090.84
03/16/12	ANZALDI, MANDY	1,432.38
03/16/12	CRAWFORD - JR, RAYMOND	616.05
03/16/12	EVANS, CHRISTINE	1,439.27
03/16/12	GLASS, JEAN	2,125.10
03/16/12	HER, PETER	437.25
03/16/12	HOFMEISTER, MARY	1,114.99
03/16/12	HOFMEISTER, TIMOTHY	484.50
03/16/12	KULHANEK-DIONNE, ANN	280.38
03/16/12	PELOQUIN, PENNYE	661.17
03/16/12	PENN, CHRISTINE	2,332.74
03/16/12	SHERRILL, CAITLIN	743.00
03/16/12	VUE, LOR PAO	216.75
03/16/12	ANDERSON, ALYSSA	11.63
03/16/12	ANDERSON, MAXWELL	261.18
03/16/12	BAETZOLD, SETH	32.63
03/16/12	BAUDE, SARAH	127.75
03/16/12	BEITLER, JULIE	18.55
03/16/12	BIGGS, ANNETTE	100.41
03/16/12	BRUSOE, CRISTINA	11.40
03/16/12	BUCKLEY, BRITTANY	253.30
03/16/12	BUTLER, ANGELA	102.00
03/16/12	COSTA, JOSEPH	325.00
03/16/12	CRANDALL, KRISTA	214.69
03/16/12	DEMPSEY, BETH	378.75
03/16/12	DIONNE, DANIELLE	142.20
03/16/12	DUNN, RYAN	976.37
03/16/12	EKSTRAND, DANIEL	107.12
03/16/12	ERICKSON-CLARK, CAROL	49.00

03/16/12	FLUEGEL, LARISSA	37.75
03/16/12	FONTAINE, KIM	495.51
03/16/12	FOX, KELLY	120.00
03/16/12	FRAMPTON, SAMANTHA	246.00
03/16/12	GIEL, NICOLE	114.00
03/16/12	GRAY, MEGAN	180.69
03/16/12	GRUENHAGEN, LINDA	355.85
03/16/12	HAGSTROM, EMILY	70.35
03/16/12	HANSEN, HANNAH	200.00
03/16/12	HEINRICH, SHEILA	452.00
03/16/12	HOLMBERG, LADONNA	551.50
03/16/12	HORWATH, RONALD	2,614.55
03/16/12	JANSON, ANGELA	42.50
03/16/12	JOHNSON, BARBARA	234.50
03/16/12	JOYER, ANTHONY	74.00
03/16/12	KOHLER, ROCHELLE	180.00
03/16/12	KOLLER, NINA	119.63
03/16/12	KRONHOLM, KATHRYN	767.55
03/16/12	LAMSON, ELIANA	72.00
03/16/12	MCCANN, NATALIE	98.00
03/16/12	MUSA, OLUTOYIN	72.00
03/16/12	NADEAU, KELLY	291.43
03/16/12	NADEAU, TAYLOR	25.55
03/16/12	NELSON, ELEONOR	50.00
03/16/12	NORTHOUSE, KATHERINE	124.07
03/16/12	PEHOSKI, JOEL	26.00
03/16/12	POVLITZKI, MARINA	19.00
03/16/12	PROESCH, ANDY	595.96
03/16/12	RANEY, COURTNEY	498.00
03/16/12	RESENDIZ, LORI	2,150.64
03/16/12	RICHTER, DANIEL	132.30
03/16/12	RONNING, ISALIAH	100.10
03/16/12	SCHMIDT, EMILY	27.63
03/16/12	SCHREIER, ROSEMARIE	214.50
03/16/12	SCHREINER, MARK	58.40
03/16/12	SCHREINER, MICHELLE	51.06
03/16/12	SMITH, ANN	162.40
03/16/12	SMITH, CASEY	121.28
03/16/12	SMITLEY, SHARON	310.80
03/16/12	TAYLOR, JASON	36.40
03/16/12	THORWICK, MEGAN	172.73
03/16/12	TREPANIER, TODD	264.00
03/16/12	TUPY, HEIDE	91.60
03/16/12	TUPY, MARCUS	285.00
03/16/12	WARNER, CAROLYN	396.00
03/16/12	WOLFGRAM, MARY	76.05
03/16/12	BOSLEY, CAROL	85.00
03/16/12	BORCHERT, JONATHAN	108.75
03/16/12	COLEMAN, PATRICK	345.00
03/16/12	DOUGLASS, TOM	1,756.57
03/16/12	MALONEY, SHAUNA	198.75
03/16/12	PRINS, KELLY	1,690.16
03/16/12	REILLY, MICHAEL	1,934.15

	03/16/12	THOMPSON, BENJAMIN	355.50
	03/16/12	AICHELE, CRAIG	2,200.55
	03/16/12	PRIEM, STEVEN	2,439.29
	03/16/12	WOHRLE, MATTHEW	2,271.42
	03/16/12	BERGO, CHAD	2,678.00
	03/16/12	FOWLDS, MYCHAL	3,662.68
	03/16/12	FRANZEN, NICHOLAS	2,534.62
	03/16/12	KREGER, JASON	2,087.20
9985906	03/16/12	VANG, TIM	447.00
9985907	03/16/12	LEKO, LINDSAY	67.50
9985908	03/16/12	MCLAURIN, CHRISTOPHER	103.00
9985909	03/16/12	MCPAHON, MICHAEL	130.93
9985910	03/16/12	SCOTT, HALEY	25.73
9985911	03/16/12	WALES, ABIGAIL	106.13
9985912	03/16/12	WEINHAGEN, SHELBY	137.93
9985913	03/16/12	BELMARES, GABRIEL	101.50
9985914	03/16/12	REMNYAKOVA, ANZHELIKA	166.75
9985915	03/16/12	STEFFEN, MICHAEL	87.00
			495,774.33

AGENDA REPORT

TO: Jim Antonen, City Manager
FROM: Karen Guilfoile, Citizen Services Director
DATE: March 21, 2012
SUBJECT: Approval of Resolution for a Temporary Gambling Permit for St. Pascal Baylon Church

Introduction

An application has been submitted for a temporary gambling permit by Ron Rice on behalf of St. Pascal Baylon Church, 1757 Conway Street.

The permit will be used for their St. Pascal Friends and Family Dinner to be held at the Maplewood Community Center, 2100 White Bear Avenue, Maplewood. The event will be held on Saturday, April 21, 2012 from 5:00 p.m. to 10:00 p.m. The funds raised will be used to support general operations.

In order for the State of Minnesota to issue a temporary license, 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 lawful gambling permit for Saturday, April 21, 2012 is approved for St. Pascal Baylon Church, 1757 Conway Street, St. Paul with the event being held at the Maplewood Community Center, 2100 White Bear Avenue, 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 City Council approve the above resolution for a temporary gambling permit for St. Pascal Baylon Church.

AGENDA REPORT

TO: James Antonen, City Manager
FROM: Michael Thompson, City Engineer/Deputy Public Works Director
Bryan Nagel, Street Superintendent
SUBJECT: **Authorize Purchase of Bituminous Materials for 2012**
DATE: **March 13, 2012**

INTRODUCTION

Each year an allocation is made in the street department's operating budget for bituminous purchases in order to maintain roads through patching, paving, and curb work.

It is anticipated that the bituminous purchases will be roughly \$50,000.00 during the 2012 season. This amount is budgeted and was approved as part of the 2012 budget.

BUDGET IMPACT

There is no impact on the budget as this expenditure was expected and approved as part of the 2012 operating budget in Public Works.

- Allocated in 101-502 "Street Maintenance Materials" to provide for work listed above, estimated in the amount of \$50,000.00.

RECOMMENDATION

It is recommended that the council authorize the Street Superintendent to purchase the bituminous materials needed for street maintenance projects in an amount up to \$50,000.00.

AGENDA REPORT

TO: James Antonen, City Manager
FROM: Michael Thompson, City Engineer/Deputy Public Works Director
Bryan Nagel, Street Superintendent
SUBJECT: **Authorize Ramsey County to Perform 2012 Street Striping**
DATE: March 13, 2012

INTRODUCTION

Each year the Ramsey County Public Works Department provides roadway pavement striping services to the various municipalities within the County. The council will consider authorizing Ramsey County to perform pavement striping needs for Maplewood.

BACKGROUND

Pavement striping is important to vehicular and pedestrian traffic. Ramsey County has sent out the yearly notification for pavement striping services for the 2012 season. Each year when the staff receives the notification it evaluates the existing conditions and any upcoming projects or maintenance operations. Currently 50% of the striping throughout the city is done each year similar to what is proposed for this season.

BUDGET IMPACT

There is no impact on the budget. The funds were allocated in the approved 2012 Public Works operating budget under 101-502 "Fees for service."

RECOMMENDATION

It is recommended that the council authorize Ramsey County to perform city pavement striping needs, in an amount not to exceed \$27,000.00.

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: **Approval of Resolution Accepting Donation from 3M**
Date: March 14, 2012

INTRODUCTION

3M Company has offered to donate permanent pavement marking materials for Conway Avenue in conjunction with the 2012 Mill and Overlay, City Project 11-15. Recognizing this donation and its acceptance is requested.

DISCUSSION

3M Company has offered to donate Stamark Pavement Marking Tape materials including pavement messages, turn arrows, turn lane striping, and crosswalk markings for use on Conway Avenue in conjunction with the 2012 Mill and Overlay project. 3M Stamark Pavement Marking Tapes are a highly visible and durable alternative to traditional painting applications.

The pavement marking materials have an estimated dollar value of approximately \$31,000.00.

City Council approval is required for the city to accept this donation. This donation is contingent upon the 2012 Mill and Overlay Projects project construction specifically, Conway Avenue. The assessment hearing and award of bid is scheduled for April 9, 2012 for the 2012 Mill and Overlay Project.

RECOMMENDATION

It is recommended that City Council adopt the attached resolution accepting this donation estimated in the amount of \$31,000.00 from 3M Company.

Attachments:

- 1) Resolution

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, 3M Company wishes to grant the City of Maplewood the following:
Stamark Pavement Marking Tape materials including pavement messages, turn arrows, turn lane striping, and crosswalk markings for use on Conway Avenue between McKnight Road and Century Avenue in conjunction with the 2012 Mill and Overlay Improvements, City Project 11-15, and;

WHEREAS, 3M Company., has instructed that the City will be required to use the aforementioned for: Permanent pavement markings on Conway Avenue between McKnight Road and Century Avenue in Maplewood, 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, this donation would only be accepted if the mill and overlay of Conway Avenue is approved as part of the 2012 Mill and Overlay Project, City Project 11-15, 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 _____, 20_____.

Signed:

Signed:

Witnessed:

(Signature)

(Signature)

(Signature)

Mayor
(Title)

City Manager
(Title)

City Clerk
(Title)

(Date)

(Date)

(Date)

AGENDA REPORT

TO: James Antonen, City Manager
FROM: Michael Thompson, City Engineer/ Dep. Public Works Director
 Steven Love, Assistant City Engineer
SUBJECT: **Municipal State Aid Street Designation**
 a. Resolution Revoking Municipal State Aid Streets
 b. Resolution Establishing Municipal State Aid Streets
DATE: March 14, 2012

INTRODUCTION

As part of the TH 36 / English Street Interchange Improvements, City Project 09-08 and the Bartelmy Meyer Area Streets Improvements, City Project 11-14 it is necessary to revoke several of our Municipal State Aid (MSA) route segments. It will also be necessary to establish new MSA route segments for these projects to match the proposed alignments. The city council will consider approving resolutions for revoking and establishing Municipal State Aid Streets.

BACKGROUND

The Municipal State Aid Street (MSA) program was established to distribute gas tax monies to cities based upon improvement needs of their State Aid system. The city is allowed to designate up to 20 percent of the city's mileage as eligible to receive gas tax funding. MSA designation allows the City to use state aid as a funding source for upgrading or maintenance of a roadway.

On February 13, 2012 the City Council ordered the improvements for the Bartelmy Meyer Area Street Improvements, City Project 11-14. The proposed project will be designed using a "Living Streets" concept. This concept includes a road width of 24 feet wide with on street parking limited to one side of the road.

Bartelmy Lane is currently a Municipal State Aid Street (MSAS) running from Minnehaha Avenue to Stillwater Road. The total length of this segment is 0.57 miles. Bartelmy Lane extends through a residential neighborhood and is not planned to be constructed to State Aid Standards. Therefore, city staff is recommending that this segment be removed from the State Aid system. This makes the mileage and funding available to other better suited roadway segments.

On April 9, 2012 the City Council will conduct a Public Hearing for the TH 36 / English Street Interchange Improvements, City Project 09-08 to consider ordering the proposed improvements. Currently Gervais Avenue is designated as a MSAS route from Highway 61 to White Bear Avenue. Gervais Avenue is proposed to be realigned east of English Street southeast to Barclay Street (see attached map).

Therefore, it will be necessary to revoke the following MSAS segments:

- MSAS 138-110-018 Gervais Avenue from 0.20 miles east of English Street to Barclay Street (reported segment length 0.06 miles – measured segment length 0.13 miles – reported segment length does not include 0.07 miles of non-constructed road)
- MSAS 138-110-020 Gervais Avenue from Barclay Street N to Hazelwood Street (0.18 miles)
- MSAS 138-129-010 Bartelmy Lane N from Minnehaha Avenue to Stillwater Road (0.57 miles)

As part of the TH 36 / English Street Interchange Improvement project it will also be necessary to designate several new segments as MSAS routes. These routes will then be able to receive State Aid funding for construction and maintenance (see attached map). The following are proposed to be designated as MSAS segments:

- Viking Drive: From Gervais Avenue to English Street, total length 0.45 miles
- Gervais Avenue: From 0.20 miles east of English Street to Barclay Street at midpoint on curve, total length 0.12 miles
- Barclay Street: From Gervais Avenue at midpoint on curve to Viking Drive, total length 0.10 miles
- Viking Drive: From Barclay Street to Hazelwood Street, total length 0.18 mile

The total MSA mileage proposed to be removed is 0.81 miles. The total mileage to be added to the system is 0.85 miles. Based upon the 2011 Certification of Mileage, the City has 0.56 miles available to designate as MSAS routes.

RECOMMENDATION

It is recommended that the City Council approve the attached resolution revoking Municipal State Aid status for Gervais Avenue from 0.20 miles east of English Street to Barclay Street, and Gervais Avenue from Barclay Street N to Hazelwood Street, and Bartelmy Lane N from Minnehaha to Stillwater Road.

It is further recommended that the City Council approve the attached resolution establishing Municipal State Aid status for Viking Drive from Gervais Avenue from English Street, Gervais Avenue from 0.20 miles east of English Street to Barclay Street at midpoint of curve, Barclay Street at midpoint of curve to Viking Drive, and Viking Drive from Barclay Street to Hazelwood Street.

Attachments:

1. Resolution Revoking Municipal State Aid Streets
2. Resolution Establishing Municipal State Aid Streets
3. State Aid Mileage Revision Map 1
4. State Aid Mileage Revision Map 2

RESOLUTION
REVOKING MUNICIPAL STATE AID STREETS

WHEREAS, the City Council of the City of Maplewood desires that the streets hereinafter described as Municipal State Aid Streets be removed from consideration as Municipal State Aid Streets under the provisions of Minnesota law,

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Maplewood, that the roads describe as follows, to wit:

- MSAS 138-110-018 Gervais Avenue from 0.20 miles east of English Street to Barclay Street (reported segment length 0.06 miles – measured segment length 0.13 miles – reported segment length does not include 0.07 miles of non-constructed road)
- MSAS 138-110-020 Gervais Avenue from Barclay Street N to Hazelwood Street (0.18 miles)
- MSAS 138-129-010 Bartelmy Lane N from Minnehaha Avenue to Stillwater Road (0.57 miles)

be, and hereby are revoked as Municipal State Aid Streets of said city, subject to the approval of the Commissioner of Transportation of the State of Minnesota.

Dated at Maplewood Minnesota, this 26th day of March 2012.

RESOLUTION
ESTABLISHING MUNICIPAL STATE AID STREETS

WHEREAS, the City Council of the City of Maplewood desires that the streets hereinafter described meet all necessary criteria and thus should be designated as Municipal State Aid Streets under the provisions of Minnesota law,

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Maplewood, that the roads describe as follows, to wit:

- Viking Drive: From Gervais Avenue to English Street, total length 0.45 miles
- Gervais Avenue: From 0.20 miles east of English Street to Barclay Street at midpoint on curve, total length 0.12 miles
- Barclay Street: From Gervais Avenue at midpoint on curve to Viking Drive, total length 0.10 miles
- Viking Drive: From Barclay Street to Hazelwood Street, total length 0.18 miles

be, and hereby is established, located, and designated a Municipal State Aid Street of said city, subject to the approval of the Commissioner of Transportation of the State of Minnesota.

BE IT FURTHER RESLOVED, that the city clerk is hereby authorized and directed to forward two certified copies of this resolution to the Commissioner of Transportation for this consideration and that upon the Commissioner's approval of the revocation of said streets or portions thereof, that same be revoked as Municipal State Aid Streets and that upon the Commissioner's approval of the designation of said streets or portions thereof, that the same be constructed, numbered and known as Municipal State Aid Streets identified herein.

Dated at Maplewood Minnesota, this 26th day of March 2012.

STATE AID MILEAGE REVISION MAP



Seg. 138-129-010
Length 0.57
To Be Removed
Map revision required

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 (January 31, 2012), The Lawrence Group; January 31, 2012 for County parcel and property records data; January 2012 for commercial

STATE AID MILEAGE REVISION MAP

Gervais Ave.
Seg 138-110-010 & 138-110-015
Length 0.57

Gervais Ave. Seg. 138-110-018 (0.20 miles E of English to Barclay)
Reported Length=0.06 miles, Measured Length=0.13 miles,
Non-constructed Length=0.07 miles
Note: Segment to be removed

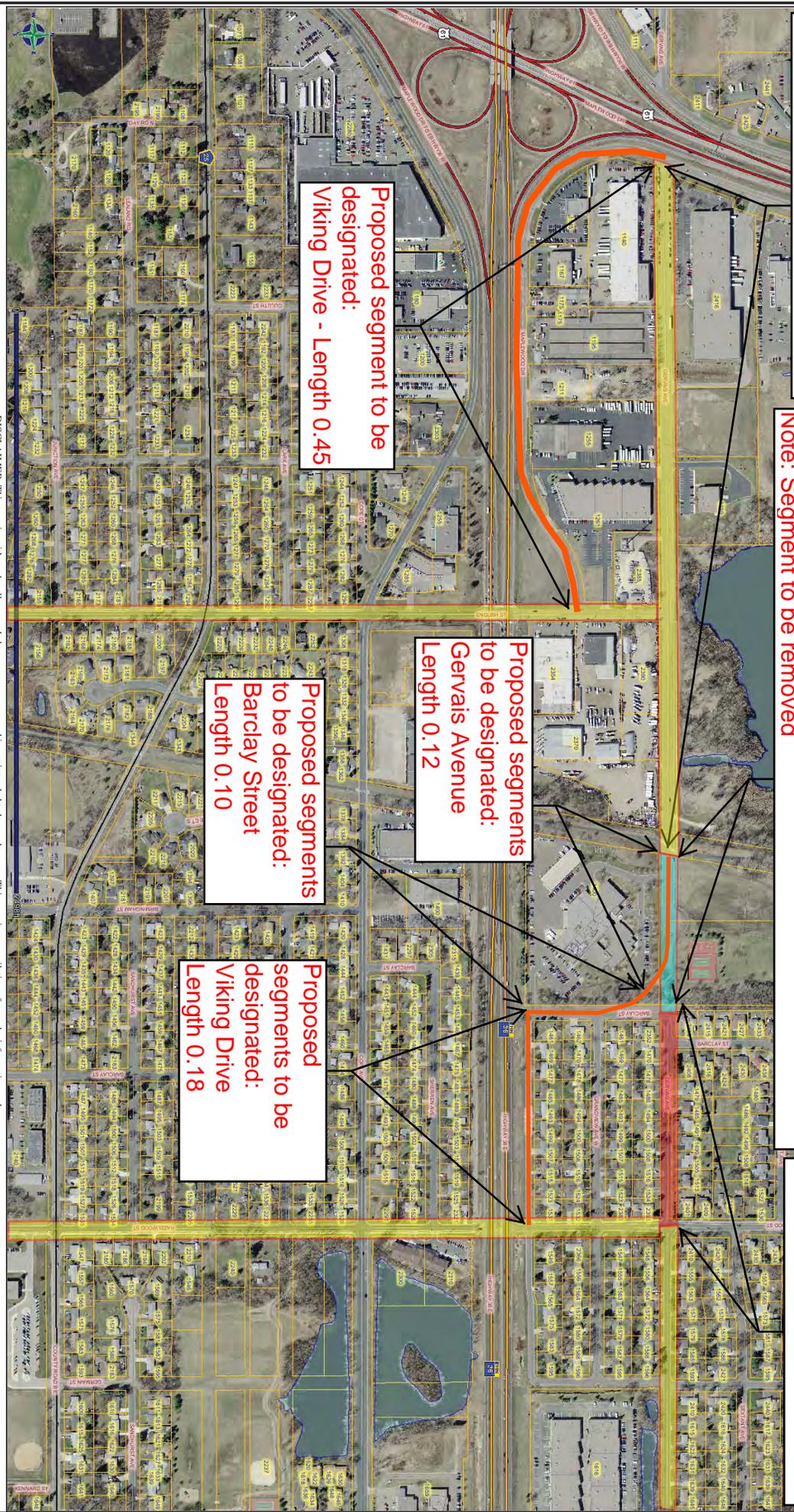
Gervais Ave
Seg. 138-110-020 Length 0.18
To Be Removed

Proposed segment to be designated:
Viking Drive - Length 0.45

Proposed segments to be designated:
Gervais Avenue
Length 0.12

Proposed segments to be designated:
Barclay Street
Length 0.10

Proposed segments to be designated:
Viking Drive
Length 0.18



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: Rainey County (February 27, 2012), The Lawrence Group (February 27, 2012) for County parcel and property records data; February 2012 for commercial and residential data; April 2009 for color aerial imagery. All other sources click on Data Information button

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, Project 11-14**
 a. Resolution Approving Plans and Specifications and Advertising for Bids
 b. Resolution Ordering Preparation of Assessment Roll
DATE: March 19, 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 for 10:00 a.m., Friday May 4, 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 council meeting, an assessment hearing would be scheduled for May 14, 2012. The award of bid would be considered by the city council at the May 14, 2012 meeting after the assessment hearing is conducted.

BACKGROUND

The feasibility report was ordered at the June 27, 2011 city council meeting. On February 13, 2012 the project was ordered after the public hearing was held.

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

Bartelmy Lane, Brand Avenue, Mary Street, Meyer Street, 7th Street, and Sterling Street

A plan review open house was held at the Maplewood Community Center on March 20, 2012 between 5:00 p.m. and 7:00 p.m. The open house provided an opportunity for residents to view the design plans and make suggestions for staff to use in final adjustments to the plans. This also provides residents the additional opportunity to sign up for the City's raingarden program and driveway replacement programs.

DISCUSSION

This project accounts for the full reconstruction of approximately 1.5 miles of streets including the replacement of the existing pavement surface, replacement of poor subgrade soils, addition of concrete curb and gutter, concrete sidewalks installations, water main replacements, sanitary sewer repairs and lining, extensive storm sewer installations, and rain garden installations.

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.

As already reported and reflected in the approved budget, the City was approached by the Ramsey Washington Metro Watershed District (RWMWD) regarding a very unique one-time grant opportunity. 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 and being utilized for this project, 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.

The Gethsemane Park Improvements are within the scope of the project; however those improvements will be pursued with a separate contract (solicitation for quotes) as authorized by the council at the February 27, 2012 regular city council meeting. The City's consultant and staff reviewed how to bid the park improvements to best achieve the goals of best quality product, best product within a set budget, allow resident input, and allow Parks Commission input. Based on past park projects and the above goals the process must allow for the solicitation of quotations from multiple qualified park contractors to be able to submit their best possible plan within a set budget. Staff will then be able to review the plans and negotiate the contract to ensure the above goals are met. This process will also allow staff to work with the residents and the Park Commission for input into the park design. Once a contractor and a park design have been chosen this item along with the rest of the Bartelmy-Meyer Area Street Improvements, City Project 11-14 will be brought back before the City Council for approval.

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 Cope Avenue sidewalk bid alternative was removed from the project scope at this time due to budgetary constraints.

Public Outreach:

City staff has been receiving feedback from residents through a number of means:

- Multiple informational neighborhood meetings held on September 29, 2011, November 15, 2011, and February 2, 2012.
- Meeting with the local Girl Scout Troop 53521 at Gethsemane Lutheran Elementary School held on November 17, 2011.
- A plan review open house at the Maplewood Community Center on March 20, 2012
- City staff has been available to residents to answer questions regarding the project by phone, email, and individual meetings.

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.

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 January 23, 2012 city council meeting in the amount of \$4,157,000.

The following is a summary of the approved project budget:

PPROVED PROJECT BUDGET	
FUNDING SOURCE	PROJECT AMOUNT
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

RECOMMENDATION

It is recommended that the city council approve the attached resolutions for the Bartelmy-Meyer Area Street Improvements, City Project 11-14: 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. Project Location Map
4. Street Layout Concept

RESOLUTION
APPROVING PLANS
ADVERTISING FOR BIDS

WHEREAS, pursuant to resolution passed by the city council on January 23, 2012 plans and specifications for the Bartelmy Meyer Area Street Improvements, City Project 11-14, 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 engineer.

2. The city clerk or office of the city engineer 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 4th day of May, 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.

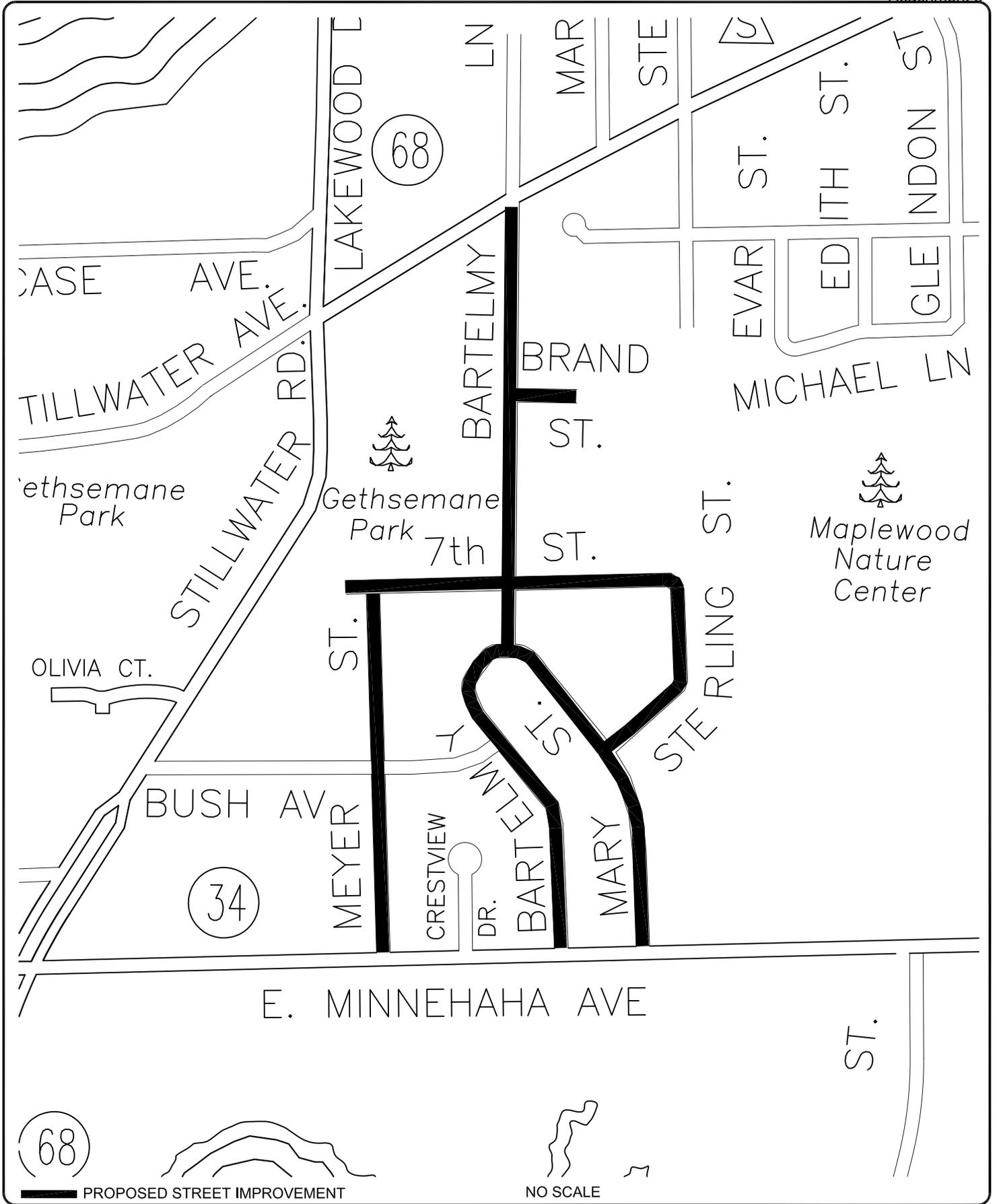
3. The city clerk and city engineer are hereby authorized and instructed to receive, open, and read aloud bids received at the time and place herein noted, and to tabulate the bids received. The council will consider the bids, and the award of a contract, at the regular city council meeting of May 14, 2012.

RESOLUTION
ORDERING PREPARATION OF ASSESSMENT ROLL

WHEREAS, the city clerk and city engineer will receive bids for the Bartelmy Meyer Area Street Improvements, City Project 11-14,

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.

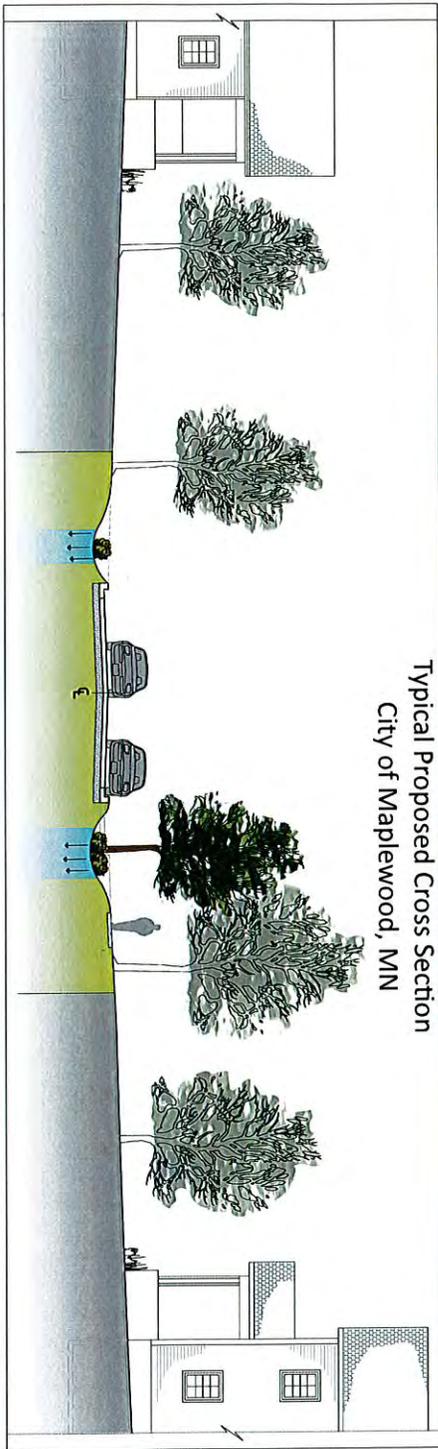
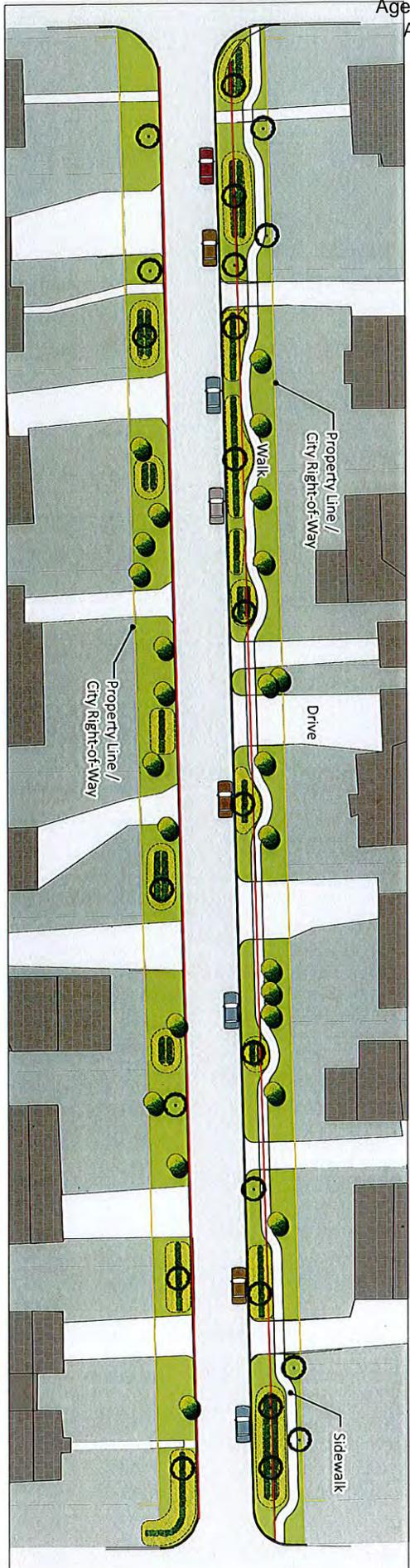
FURTHER, the clerk shall, upon completion of such proposed assessment notify the council thereof.



Capital Improvement Project for 2012

Bartelmy Meyer Area Streets
City Project 11-14





Typical Proposed Cross Section
City of Maplewood, MN

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

MEMORANDUM

TO: James Antonen, City Manager
 FROM: Mark Jenkins, Business and Economic Development Commission Chair
 SUBJECT: **Business and Economic Development Commission's 2011 Annual Report**
 DATE: February 23, 2012

INTRODUCTION

Annually, the business and economic development commission (BEDC) is required to report the BEDC's actions and activities for the city council for the previous year. In 2011, the BEDC reviewed the following 15 items during its six meetings:

Type of Proposal	# Reviewed
<u>Informational Commission Reviews</u>	5
1. City-Owned County Road D Property (January 3, 2011)	
2. Highway 36 and English Street Redevelopment Area (January 3, 2011)	
3. Maplewood Living Streets Task Force (June 23, 2011)	
4. Green Building Program, Nick Carver (August 25, 2011)	
5. Overview of Revolving Loan Programs (September 22, 2011)	
<u>Business Retention Efforts</u>	2
1. Business Retention Tour (April 28, 2011 and August 25, 2011)	
2. Business Baseline Survey Results (June 23, 2011)	
<u>Economic Development Reviews and Actions</u>	2
1. Tax Increment Financing (TIF) District No. 1-11 for an Economic Development Tax Increment Financing Project as part of Maplewood Mall Improvements (March 24, 2011)	
2. St. John's Hospital Trillion BTU Program (June 23, 2011)	
<u>Miscellaneous Reviews and Actions</u>	3
1. Election of Officers (January 3, 2011)	
2. 2010 Annual Report (March 24, 2011)	
3. Capital Improvement Plan (April 28, 2011)	

Type of Proposal (continued)**# Reviewed**Special Projects and Presentations

3

1. Minnesota Secretary of State Mark Ritchie Presentation (March 24, 2011)
2. Minnesota Chamber of Commerce Waste Wise Presentation (August 25, 2011)
3. 3M Presentation, Thomas J. Heim (September 22, 2011)

Total**17****COMPARATIVE INFORMATION**

<u>Year</u>	<u>Number of Items Reviewed</u>
2010	17
2011	15
2012	N/A

MEMBERSHIP

The BEDC consists of seven members appointed by the city council. Membership terms are for three years, with extensions for additional terms approved by the city council. The BEDC currently has one seat open. The current membership is as follows:

<u>Board Member</u>	<u>Membership Began</u>	<u>Term Expires</u>
David Hesley	01/25/10	9/30/12
Mark Jenkins	01/25/10	9/30/13
Beth Ulrich	01/25/10	9/30/12
Warren Wessel	12/13/10	9/30/14
Jennifer Lewis	04/25/11	9/30/13
Gary Klonecz	12/12/11	9/30/14
(OPEN)		

On January 25, 2010, the city council appointed the seven inaugural members of the BEDC. At the June 23, 2011 BEDC meeting a resolution of appreciation was acted on to recognize the efforts of Shelly Strauss. Ms. Strauss resigned from the BEDC because of family obligations. Near the end of 2011, Christine Novak resigned from the BEDC because she married and moved out of the city. A resolution of appreciation will be considered for Ms. Novak in 2012. At the time of this report, the seventh BEDC position is still open.

DISCUSSION

2011 Actions/Activities

In 2011, BEDC continued its commitment to development and redevelopment in the city of Maplewood by working on several projects. The BEDC considered an application for TIF by the city of Maplewood for use of public improvements near the Maplewood Mall. Although the city council ultimately approved the use of TIF funds, the BEDC expressed reservations on the project and recommended denial of the use of TIF. The BEDC recommended approval for a request by St. John's Hospital for the city to loan \$400,000 to the hospital for energy efficiency upgrades. The loan amount was match by the Saint Paul Port Authority as part of its Trillion BTUs program.

Staff worked to make sure the BEDC was kept informed on important development occurring within the city. These efforts included presentations on the planned roadway improvements to the English Street and Highway 36 intersection, the Green Building Code being developed, city-owned properties that are to be put up for sale and a monthly overview of land use development or redevelopment applications being reviewed by the city.

The BEDC also worked towards strengthening ties to the larger community as well. Secretary of State Mark Ritchie presented to the commission and discussed methods of utilizing state resources at the local level. 3M, Maplewood's largest employer, also presented to the BEDC on the significant investments the company is making to its campus.

2012 Activities

In addition to its economic development review duties, the BEDC lists these potential activities for 2012:

1. Continue having in-service training sessions for the BEDC.
2. Continue developing an economic development action plan.
3. Continue to meet with business leaders in the Maplewood community.
4. Utilize BEDC's time to further business development in the city.
5. Continue business outreach via retention visits conducted on a regular basis.

CONCLUSION

In 2012, the BEDC will continue its dedication to the development and enhancement of the business community in the city of Maplewood.

RECOMMENDATION

Approve the BEDC's 2011 annual report.

AGENDA REPORT

TO: Jim Antonen, City Manager
FROM: Steve Lukin, Fire Chief
SUBJECT: Authorization to Purchase Fire Department Pagers
DATE: March 20, 2012

INTRODUCTION

The department needs to replace 35 pagers that are anywhere from 15 to 22 years old. These pagers need to be replaced for two reasons; the first is they are in terrible shape and are in constant need of repair and, two, the FCC is changing the pager frequency from a high band to a low band later this year and only approximately one third of our current pagers have the capability of being reprogrammed to the lower frequency. We do have available funds for this in the 2012 budget.

RECOMMENDATION

I recommend that the city council approve the purchase of 35 Motorola Minitor 5 pagers with chargers in the amount of \$18,000 from the area Motorola rep. Ancom Communications.

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MEMORANDUM

TO: James Antonen, City Manager
FROM: DuWayne Konewko, Parks and Recreation Director
 Ginny Gaynor, Natural Resources Coordinator
SUBJECT: **Consider Approval of Grant Application for Fish Creek Land Acquisition**
DATE: March 16, 2012 for March 26, 2012 meeting

INTRODUCTION

In 2010, City Council approved recommendations for the Fish Creek Natural Area Greenway. One of the priorities for the greenway is the purchase of a 69.6-acre site south of Carver Road. Staff has been working with partners on a funding package to acquire the site. Staff is seeking council approval to apply for a Natural and Scenic Area grant to help fund acquisition of this site.

DISCUSSION

The January 2010 report on Fish Creek identified the 69.6 acre site south of Carver Avenue as a priority for protection (Attachment 1-Map of Site). The parcel is adjacent to Ramsey County's 142-acre Fish Creek Open Space. Acquisition will:

- Increase the buffer along Fish Creek;
- Preserve woodlands and open rolling grassland in a natural state;
- Protect Mississippi River bluff lands;
- Improve access to the creek and county lands;
- Provide an access point needed to create the Fish Creek Hiking Trail, a 1-1/2 mile trail from Point Douglas Road to Carver Lake Park.

Ramsey County and Ramsey-Washington Metro Watershed District (RWMWD) have agreed to be funding partners on this project. Acquisition costs are \$2,160,000 and 70% of the funds have been raised. Current funding commitments are:

\$425,000	City of Maplewood
\$425,000	Ramsey County
\$175,000	RWMWD
\$100,000	3M Company Foundation
<u>\$406,000</u>	Natural & Scenic Area Grant
\$1,531,000	

In 2011, Maplewood received a Minnesota Department of Natural Resources Natural and Scenic Area grant for this project for \$406,000. The city is eligible to apply for an additional \$94,000 Natural and Scenic Area grant. The grant requires a 50% match, which would be covered by currently committed funds.

The grant application requires that the city conduct a public hearing regarding the grant application, which will take place at the March 26 council meeting. A resolution of support from council is also required (Attachment 2). At the public hearing staff will provide

information on the project scope and costs. The city has received letters of support for this project from several groups and agencies.

RECOMMENDATION

Staff requests that the City Council consider approval to apply for a Natural and Scenic Area Grant to help fund acquisition of land in the Fish Creek Natural Area Greenway.

Attachments:

1. Map of site
2. Resolution

Map of Parcels to Be Acquired in Fish Creek Natural Area Greenway



Both parcels outlined in white above are part of the land being acquired. The Natural and Scenic Area Grant would apply to the southern parcel.

RESOLUTION OF CITY'S INTENT TO APPLY FOR A NATURAL AND SCENIC AREA GRANT FOR LAND ACQUISITION IN FISH CREEK GREENWAY

WHEREAS the City of Maplewood is eligible to apply for a Natural and Scenic Area Grant through the Minnesota Department of Natural Resources, prior to the application deadline of March 30, 2012; and

WHEREAS the city is seeking funding to acquire land in the Fish Creek Natural Area Greenway; and

WHEREAS the proposed land acquisition meets the purposes and criteria of the Natural and Scenic Area Grant proposal guidelines;

NOW THEREFORE BE IT RESOLVED that:

1. City of Maplewood act as legal sponsor for the project contained in the Natural and Scenic Area Grant Program Application to be submitted by March 30, 2012 and that the Parks and Recreation Director is hereby authorized to apply to the Department of Natural Resources for funding of this project on behalf of City of Maplewood; and
2. City of Maplewood has the legal authority to apply for financial assistance, and financial capability to meet the match requirement and ensure adequate management and protection; and
3. Upon approval of its application by the state, City of Maplewood may enter into an agreement with the State of Minnesota for the above-referenced project, and that City of Maplewood certifies that it will comply with all applicable laws and regulations as stated in the grant agreement including dedicating the park property for natural and/or scenic uses into perpetuity; and
4. The Parks and Recreation Director is hereby authorized to execute such agreements as are necessary to implement the project on behalf of the applicant.

Adopted this 26th day of March 2012.

SIGNED:

WITNESSED:

Will Rossbach, Mayor

Karen Guilfoile, City Clerk

Date

Date

AGENDA REPORT

TO: James W. Antonen, City Manager
FROM: Charles Ahl, Assistant City Manager
 Gayle Bauman, Finance Manager
SUBJECT: **7:00 pm – Public Hearing on Capital Improvement Plan for 2013 – 2017 and the Issuance of Capital Improvement Bonds**
 a. Public Hearing
 b. Resolution Approving 2013 – 2017 Capital Improvement Plan and the Issuance of Capital Improvement Bonds (4 votes required)
DATE: **March 20, 2012**

INTRODUCTION

The Capital Improvement Plan is an annually prepared document and begins the process for preparation of the 2013 Budget. It is proposed that (1) the Capital Improvement Plan be formally adopted with a commitment to follow the construction and financing schedule in the C.I.P. for the proposed capital projects and (2) the approval to issue up to \$9.5 million in Capital Improvement Bonds for the purpose of constructing improvements to City Hall for the Police Department Expansion, as well as authority to construct a new Fire Station on the 3M Campus.

This year's CIP covers the years of 2013 through 2017 and is being prepared 2- 3 months earlier than normal due to the need to add the East Metro/Marshlands Public Safety Training Facility into the plan. That project received state grant funds as part of the July 2011 State Bonding Plan approved with the State Government Shutdown settlement. That July approval occurred after the CIP for 2012 – 2016 was adopted. Rather than amend the 2012- 2016 CIP, City staff determined that the new CIP for 2013- 2017 would be prepared earlier and include the details of the state grant for the Fire Training Facility.

The draft CIP was presented to the Commissions and recommendations of adoption has been received from all the Commissions. Adopting the CIP does not commit the Council to the proposed projects, nor implement the assumptions made during the preparation; however, it is the basis for the 2013 Budget document as it provides direction to the staff on the intent of the Council to implement these projects. Similarly, adoption of the resolution approving the issuance of Capital Improvement Bonds does not authorize the construction of the City Hall Improvements for the Police Department Expansion or the construction of a new Fire Station at the 3M Campus, but gives authority for that bond issue to occur.

Background Information

Instructions from the Assistant City Manager were provided to the Department Heads in October 2011 based upon available funding anticipated for the five-year planning period. Unlike 2010 when funds were available for MCC Pool and Phone system upgrades, it was assumed that no additional funds would be available for 2012 projects other than those programmed in the 2012 budget. The direct instructions were that only minimal new funds are available and that new proposals will likely require reductions in expenditures within other areas of the budget. This remains consistent with the Council's goal to establish Financial Sustainability in the overall planning for all areas of the City Budget. The CIP was prepared assuming no referendum.

2013 – 2017 CAPITAL IMPROVEMENT PLAN
PAGE TWO

That can be changed as the process is evaluated, but the staff assumption is to attempt to implement goals without the benefit of a referendum discussion.

The proposed final version of the 2013 – 2017 Capital Improvement Plan was provided to the Council under separate cover and is available on the City Finance Webpage. The Transmittal Letter highlights the major projects and revisions within the Plan for consideration. The biggest revision is the inclusion of the new Fire Stations and expansion of the Police Department / City Hall, which adds \$7.0 million in improvements to the plan. In addition, as noted previously, the East Metro / Marshlands Fire Training Facility has been added to the plan. The document explains each of the proposed projects and analyzes the impacts on the budget for the various funds, along with the tax impact necessary to implement these projects as proposed.

Capital Improvement Plan Process

The process for the Capital Improvement Plan [CIP] typically begins in February of each year. The Council provided guidance in 2011-2012 by adopting goals for the coming years. A clear goal of the Council continues to be financial sustainability combined with a focus on funding for City facilities. The key issue involved a long-term vision for public safety facilities. The staff submits projects based upon those goals, and the finance staff analyzes the funds available for capital projects along with the impacts of the staff proposals. A number of revisions are made in the project submittals based upon the analysis of finance, as well as management priorities to achieve the attached CIP plan. This document reflects the final accumulation of that process.

Summary of CIP

The 2010 – 2014 CIP was approved at a \$77.76 Million level; while the 2011 – 2015 CIP was approved at a reduced \$65.74 Million level. The 2012 – 2016 CIP was approved at \$65.32 Million. The original draft of the 2013 – 2017 CIP was at \$76,863,880. Staff recommended revisions to the draft plan to move a number of projects from proposed to deferred. The final 2013-2017 CIP is proposed at \$67,692,880, a 3.6% increase from last year's plan. The revisions from the draft include deferral of the second phase of the City Hall/Police Department Expansion project, deferral of the third phase of the Fire Department Expansion; deferral of the Hillcrest Area Redevelopment Project; and deferral of a couple of park projects by 1-2 years.

The proposed 2013 – 2017 CIP can be divided into sections based upon the need for new revenues for 2013, as well as projected impacts in future years, as follows:

<u>2013 Budget Impact-*</u>	<u>2012 Tax Levy</u>	<u>2013 Tax Levy</u>
1. Debt Service Fund:	\$4,208,103	\$4,513,529
2. Capital Improvement Projects Fund	\$ 145,000	\$ 180,000
3. Fire Truck Replacement Fund	\$ 50,000	\$ 50,000
4. Public Safety Facilities Fund:	\$ 200,000	\$ 0
5. Redevelopment Fund:	\$ 0	\$ 0
6. Maplewood Area EDA Fund:	\$ 0	\$ 89,270
7. Ambulance Fund:	\$ 350,000	\$ 350,000
8. Maplewood Community Center Fund:	\$ 460,000	\$ 460,000
9. Recreation Program Fund:	\$ 175,000	\$ 175,000
10. Park Development Fund:	\$ 0	\$ 0

**Note: Impact shown is based on capital projects; does not include analysis of annual operating expenses.*

Explanation of by Fund

1. Debt Service Fund

- a. Annual projections:
 - i. 2012 Budget: \$4,208,103
 - ii. 2013 Projected: \$4,513,529
- b. What does this investment provide?
 - i. **New Fire Stations:**
 1. A new station within the South Leg of Maplewood on or near the 3M Campus to be built in 2012 – 2013 without the need for a referendum. We have assumed that we could implement an assessment to a partner and then sell bonds for both the assessment as well as the Fire Station expense to provide for the \$5.0 million expense. This proposal is expected to involve an agreement with 3M to provide Tax Increment Financing for expansion of facilities and jobs on their campus.
 2. Refurbishment/replacement of Fire Station #7 at Hazelwood and County Road C in 2014 – 2015 at a cost of \$2.5 million will be paid from the Public Safety Expansion Fund and will not require City Bonding. This assumes that the Century Avenue, Londin Lane and McMenemy Street stations are abandoned; the property sold at a value of \$2.5-million by 2014. This funding would then be used for the construction of new Fire Station #7 at the same location. This is discussed under the Public Safety Expansion category.
 - ii. **Police Department Expansion beginning in 2012 - 2013**
 1. A space needs study has been completed documenting that our Police Department has only 45% of the required space for their operations. This project proposes to expend \$4.0 million in 2012-2013. As noted previously, a second phase of \$3.38 million has been deferred to post 2017. This would be through the issuance of CIP Bonds and would include departments moving to the unfinished vacant space at Public Works for expanding the Police Department into existing space at City Hall. No referendum is necessary to make this work.
 - iii. **Continuation of a Reduced Street Reconstruction Program**
 1. The streets program was significantly reduced in the 2012 – 2016 CIP, but continues to invest at reduced levels through 2016 and then expands in 2017. In the interim, projects such as TH 36 – English; the Gladstone project and overlay of MSAS streets are implemented that do not require significant impacts to debt service.
- c. Financial Issues with this plan?
 - i. **Debt Service exceeds 2.0% of Market Value in 2012 – 2013**
 1. It has been a policy to keep debt service levels at or below 2.0% of taxable Market Value. The Debt Service from the tax levy increases in 2013 and property values have fallen. In addition, the inclusion of debt for the Police Department Expansion; New Fire Stations and Street Reconstruction Program has pushed the current percentage above 2.0%. Projections are that the debt level is stabilized and will return to 2.0% in 2014.

Debt Service Fund [continued]

ii. **Debt Service versus tax increase in 2014-15**

1. The original proposed CIP anticipated that a tax increase would be needed for debt service payments in 2014 or 2015, if the debt levy is in the \$4.4-\$4.5 million range. The revisions in this CIP have increased the debt levy for 2013 and 2014 and then begins to decrease in 2015.
2. It should be noted that overall City debt is proposed to decrease from the 2012 level of \$81,192,297 to a level of \$66,053,712 in 2017, if this plan is adopted.

2. Capital Improvement Projects Fund

- a. Annual Projections = \$180,000 per year for 2013 - 2017
- b. What does this investment provide?

i. **Fire Training Facility / Marshlands Proposal**

1. This project was added to the City project list as part of State Bonding being provided in the July 2011 Bonding Plan. It had been put on hold with the note that the project would be re-instated upon state bonding being received. Project financing includes:
 - a. State Grant: \$3,000,000
 - b. Ramsey County Grant: \$ 450,000
 - c. Capital Improvement Fund: \$ 250,000
 - d. Environmental Utility Fund: \$ 250,000 [for Marshlands]

ii. **Public Works Building Carpet Replacement**

1. This project was deleted as a cost saving measure and will be considered as part of the City Hall Expansion project.

iii. **Upgrades to Community Park Fields and Park Equipment**

1. This project proposes to replace and upgrade equipment within our parks as well as upgrade park fields in various locations and areas at \$100,000 per year.

- c. Financial issues with this plan?

- i. \$35,000 will need to come from existing expenses to avoid a levy increase.

3. Fire Truck Replacement Fund

- a. Annual projections = \$50,000 per year
- b. What does this investment provide?
 - i. **Replacement of Fire Truck in 2014**
- c. Financial issues with this plan? No impact on taxes.
- d. Staff Recommended Revisions: No revisions.

4. Public Safety Facilities Fund

- a. Annual projections = \$200,000 per year
- b. What does this investment provide?
 - ii. **Rehabilitation of Fire Station #7 and #2**
 1. As part of Chief Lukin's proposal for the fire department, he identified needs for improvements at the three main fire stations. The new Fire Station at 3M is proposed to be paid through an agreement with 3M that will not cost levy funds. The improvement at Station #7 will cost \$2.5 million and will be paid from a sale of property [\$2.5 million]. The

third project involving rehabilitation at the Gladstone Station [\$1.0 million] has been deferred.

- c. Financial issues with this plan?
 - i. A reduction in this funds annual need for levy was planned to offset the debt service increase for the Police Department expansion. The payment of the debt service for the CIP Bonds proposed for the City Hall Expansion for Police Department Expansion will use these funds plus a minor levy increase or reassignment of existing funds to avoid the levy increase.

5. Redevelopment Fund

- a. Annual projections = \$40,000 per year
- b. What does this investment provide?
 - i. **Housing Replacement Program**
 - 1. The City previously provided an allocation to the Housing and Redevelopment Authority for the purchase and upgrade of property. That was discontinued in 2004 for budget reasons. This proposal is to reinstate funding for an every other year expenditure of \$100,000.
- c. Financial Issues with this plan?
 - i. New expenditure may require a levy increase or deferral of other operating expenses.
- d. Staff Recommended Revisions:
 - i. Find expenses within current budget to fund this program without a tax increase. This program should be a priority.

6. Maplewood Area EDA Fund

- a. Annual projections = \$89,270 per year
- b. What does this investment provide?
 - i. **Commercial Property Redevelopment Program**
 - 1. The City established the Economic Development Authority and the Business and Economic Development Commission in 2010 but did not dedicate funding for property loans or improvements. This plan would establish a levy of 0.5% of the levy toward this purpose.
- c. Financial issues with this plan?
 - i. This new program may require a tax increase or deferral of other operating expenses.
- d. Staff Recommended Revisions:
 - i. No revisions recommended, as dedicated funding sources for these purposes are necessary to move this program forward.

7. Ambulance Fund

- a. Annual projections = \$350,000 per year.
- b. What does this investment provide?
 - i. **Replacement / Rehabilitation of Ambulance Fleet**
- c. Financial issues with this plan?
 - i. None; City increased the levy in 2012 to move this fund to sustainable levels.
- d. Staff Recommended Revisions:
 - i. None

8. Maplewood Community Center Fund

- a. Annual projections = \$460,000 per year
- b. What does this projection provide?
 - i. **Capital Investment to keep MCC Upgraded**
 - 1. The five-year MCC Sustainability Plan proposed by staff and reviewed with the Council in 2011 is implemented with this plan. An allocation of \$150,000 was provided in 2011 and an additional \$50,000 will be allocated in 2012 - 2017 to meet the requested \$200,000 annual needs.
- c. Financial issues with this plan?
 - i. The original proposal for the MCC sustainability was that the allocation of levy money would be reduced moving forward over the next 3-5 years. Given the scope of improvements and lack of revenue enhancements, that plan looks more like a 7 – 10 year plan.
- d. Staff Recommended Revisions:
 - i. None

9. Recreation Program Fund

- a. Annual Projections = \$175,000 per year
- b. What does this projection provide?
 - i. No capital projects. This allocation provides support for recreational activities through Maplewood.
- c. Financial issues with this plan?
 - i. This program is currently operating at a deficit and will need reductions and cuts in expenditures in 2013 to be sustainable.
- d. Staff Recommended Revisions:
 - i. None

10. Park Development Fund

- a. Annual Projections = \$0 per year
- b. What does this projection provide?
 - i. No capital projects are funded with tax levy dollars. The Parks Improvement Program is totally funded by contributions from new development through Park Availability Charges. Due to the shortage of development funds, park projects proposed have been delayed or revised as follows:
 - 1. Deer Control and Campus Programs will need to be funded from the existing operating budget.
 - 2. Reduced the Emerald Ash Borer program from \$25,000 per year for five years to \$25,000 in 2014 and 2015.
 - 3. Reduced the expenditure in Joy Parks from \$225K to \$175K.
 - 4. Assumed a level of \$200,000 per year in PAC based on new development and new fees.
 - 5. Delayed the improvements in Goodrich Park by one year.
 - 6. Expected levy dollars to Parks in 2013:
 - a. Community Center - \$460,000
 - b. Recreation Fund - \$175,000
 - c. Trail Rehab - \$80,000
 - d. Fields and Equip - \$100,000
 - e. Nature Center - \$53,400 for building

Budgetary Consideration

As noted within the CIP Document and this memorandum, if staff recommendations are accepted, the levy increase will be 1.3% based on this plan (which includes no increase in the General Fund levy). Other expenses will impact the 2013 levy and will be reviewed with the Council during the preparation of the 2013 Budget. Those items will be reviewed along with the impacts of cuts within the various departments and programs during the budget meetings in June –August 2012 as the Council moves forward with budget determinations and directions. These are the assumptions that the CIP was based upon for presentation to the Commissions and City Council. Adoption of the CIP as presented is recommended.

Information on CIP Bond

A CIP Bond can be issued by the Council for various types of public facility improvements, such as City Hall, Fire Stations, Police Stations, or Public Works Buildings. These types of CIP Bonds can be issued without a referendum if certain conditions are followed. First, the project must be included within the Capital Improvement Plan. This project, as noted, is within the current CIP. Second, the Council must hold a Public Hearing on the proposed improvement project. Third, following the Public Hearing, a petition may be filed within 30 days by at least 5% of the residents who voted in the previous election. If the petition is filed, then a referendum must be held. If a petition is not filed, then the City may issue CIP Bonds. The limitation on the bonding is based upon a percentage of the market value of the City. Based on current bonding rates, the City of Maplewood could issue up to \$35 - \$40 million of CIP Bonds and still stay within statutory limitations.

The City previously issued CIP Bonds in 2004 for the construction of the Public Works Building Addition. If issuance of these bonds is authorized, it is proposed that up to \$4.25 million in bonds be issued to finance the first phase of the City Hall Improvements for Police Department Expansion. These bonds are proposed to be issued in late May or early June 2012 along with the other bonds issues for Public Improvement Projects already approved by the Council. A second authorization is included in the CIP Bond hearing to allow an additional \$5.25 million for the construction of a new Fire Station on the 3M Campus. This project is not ready and staff is not envisioning issuing bonds for this project until further discussion and project plans are developed. The authority of the bond issuance remains for one year, until a new CIP is adopted.

As noted within the plan, the \$4.25 million CIP Bond for City Hall is not anticipated to impact the City levy dramatically. Bond payments of \$325,000 to \$350,000 are anticipated for this bond. Approximately \$200,000 of annual costs have been arranged within the current budget that will be used for this purpose; as well, staff is prepared to recommend an additional \$85,000 to \$100,000 in reductions to minimize any impacts requiring a levy increase. Authorization of the actual bond sale will be presented to the Council for consideration in April 2012. This action only authorizes the sale to occur; but does not authorize the actual sale.

Recommended Action

It is recommended that the City Council conduct a Public Hearing on the 2013 – 2017 Capital Improvement Plan along with consideration of Issuance of Capital Improvement Bonds. Four votes of approval are necessary. Following is the recommended action:

- a. Conduct Public Hearing after 7:00 pm
- b. Receive reports from representatives of BEDC, Park Commission, ENR Commission, HRA Commission, HPC Commission, and Planning Commission
- c. Adopt Resolution approving the Capital Improvement Plan and the Issuance of Capital Improvement Bonds.

Attachments:

1. Resolution
2. Draft 2013 – 2017 Capital Improvement Plan (Separate Attachment & on City Website)

RESOLUTION
APPROVING A CAPITAL IMPROVEMENT PLAN
AND
ISSUANCE OF CAPITAL IMPROVEMENT BONDS

WHEREAS, pursuant to Minnesota Statutes, Section 475.521, the City of Maplewood, Minnesota (the "City") is authorized to adopt a capital improvement plan and issue bonds to finance capital improvements described therein; and,

WHEREAS, pursuant to Minnesota Statutes, Section 475.521, Subdivision 2, the City Council did hold a public hearing after 7:00 pm on Monday, March 26, 2012, and notice of said hearing was duly published and noticed; and

WHEREAS, in approving the 2013 – 2017 Capital Improvement Plan, the City Council considered for each project and for the overall plan:

1. The condition of the City's existing infrastructure, including the projected need for repair and replacement;
2. The likely need for the improvement;
3. The estimated cost of the improvement;
4. The available public resources;
5. The level of overlapping debt in the City;
6. The relative benefits and costs of alternative uses of the funds;
7. Operating costs of the proposed improvements; and
8. Alternatives for providing services more efficiently through shared facilities with other local governments; and

WHEREAS, the Maplewood City Council has determined that the issuance of Capital Improvement Bonds in the aggregate amount not to exceed \$9,500,000 [further defined as \$4,250,000 for City Hall Improvements for Police Department Expansion and \$5,250,000 for a New Fire Station at 3M Campus] is the best way to finance those portions of the Capital Improvement Plan eligible under Minnesota Statutes, Section 475.521; and

WHEREAS, the Maplewood Planning Commission has conducted a Public Hearing and determined and recommended that the 2013 – 2017 Capital Improvement Plan is consistent with the Maplewood Comprehensive Plan.

NOW, THEREFORE, BE IT RESOLVED, the Maplewood City Council adopts the 2013 -2017 Capital Improvement Plan and authorizes consideration of the issuance of Capital Improvement Bonds in the aggregate principal amount not to exceed \$9,500,000.

MEMORANDUM

TO: James Antonen, City Manager
FROM: Karen Guilfoile, City Clerk
DATE: March 14, 2012
RE: Approval of Second Reading of the Ordinance Relating to Regulation of Tobacco Sales

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.

At the February 13, 2012 city council meeting the council placed a thirty-day moratorium on all new licenses for tobacco and tobacco related products.

Following is an ordinance regulating the possession, sale and consumption of tobacco and tobacco related devices and products which upon passage would repeal Chapter 14, Article XVIII of the current city code.

CITY OF MAPLEWOOD

**AN ORDINANCE RELATING TO REGULATION OF TOBACCO SALES,
REPEALING CHAPTER 14, ARTICLE XVIII OF THE MAPLEWOOD CITY CODE**

The City Council of the City of Maplewood hereby ordains:

Section 1. **RECITALS.** The Minnesota Legislature has enacted the Minnesota Clean Indoor Air Act (Minnesota Statutes, Sections 144.411 to 144.417), the purpose of which is to protect employees and the general public from the hazards of secondhand smoke by eliminating smoking in public places, places of employment, public transportation and at public meetings, and nothing in the Minnesota Clean Air Act prohibits the City from enacting and enforcing more

stringent measures to protect individuals from secondhand smoke. Pursuant to this authority and for the purpose of protecting individuals from the hazards of secondhand smoke the City has determined that it is in the best interest of the public to prohibit the lighting of tobacco in a retail establishment by a customer or potential customer for the purpose of sampling tobacco products.

Section 2. **PURPOSE.**

The City recognizes the public health hazards of exposure of individuals to secondhand smoke. This article is intended to regulate the sale, possession, and use of tobacco, tobacco products, and tobacco related devices for the purpose of enforcing and furthering existing laws, to protect minors against the serious effects associated with the illegal use of tobacco, tobacco products, and tobacco related devices, to protect individuals from the hazards of secondhand smoke, and to further the official public policy of the State of Minnesota as stated in M.S. § 144.391 and M.S. § 144.412, as they may be amended from time to time.

Section 3. **DEFINITIONS.**

Except as may otherwise be provided or clearly implied by context, all terms shall be given their commonly accepted definitions. For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

COMPLIANCE CHECKS. The system the city uses to investigate and ensure that those authorized to sell tobacco, tobacco products, tobacco-related devices, and nicotine or lobelia delivery devices are following and complying with the requirements of this ordinance. Compliance checks shall involve the use of minors as authorized by this ordinance.

Compliance Checks shall also mean the use of minors who attempt to purchase tobacco, tobacco products, tobacco-related devices, or nicotine or lobelia delivery devices for educational, research and training purposes as authorized by state and federal laws. Compliance checks may also be conducted by other units of government for the purpose of enforcing appropriate federal, state or local laws and regulations relating to tobacco, tobacco products, tobacco-related devices, and nicotine or lobelia delivery devices.

INDIVIDUALLY PACKAGED. The practice of selling any tobacco or tobacco product wrapped individually for sale. Individually wrapped tobacco and tobacco products shall include but not be limited to single cigarette packs, single bags or cans of loose tobacco in any form, and single cans or other packaging of snuff or chewing tobacco. Cartons or other packaging containing more than a single pack or other container as described in this definition shall not be considered individually packaged.

INDOOR AREA. All space between a floor and a ceiling that is bounded by walls, doorways, or windows, whether open or closed, covering more than 50 percent of the combined surface area of the vertical planes constituting the perimeter of the area. A wall includes any retractable divider, garage door, or other physical barrier, whether temporary or permanent.

LOOSIES. The common term used to refer to a single or individually packaged cigarette or any other tobacco product that has been removed from its packaging and sold individually. The term "loosies" does not include individual cigars with a retail price, before any sales taxes, of more than \$2.00 per cigar.

MINOR. Any natural person who has not yet reached the age of 18 years.

MOVEABLE PLACE OF BUSINESS. Any form of business operated out of a truck, van, automobile or other type of vehicle or transportable shelter and not a fixed address store front or other permanent type of structure authorized for sales transactions.

NICOTINE OR LOBELIA DELIVERY DEVICES. Any product containing or delivering nicotine or lobelia intended for human consumption, or any part of such a product, that is not tobacco as defined in this section, not including any product that has been approved or otherwise certified for legal sale by the United States Food and Drug Administration for tobacco use cessation, harm reduction, or for other medical purposes, and is being marketed and sold solely for that approved purpose.

RETAIL ESTABLISHMENT. Any place of business where tobacco, tobacco products, tobacco-related devices, or nicotine or lobelia delivery devices are available for sale to the general public. The phrase shall include but not be limited to grocery stores, convenience stores, restaurants, and drug stores.

SALE. Any transfer of goods for money, trade, barter or other consideration.

SELF-SERVICE MERCHANDISING. Open displays of tobacco, tobacco products, tobacco-related devices, or nicotine or lobelia delivery devices in any manner where any person shall have access to the tobacco, tobacco products, tobacco-related devices, or nicotine or lobelia delivery devices, without the assistance or intervention of the licensee or the licensee's employee. The assistance or intervention shall entail the actual physical exchange of the tobacco, tobacco product, tobacco-related device, or nicotine or lobelia delivery device between the customer and the licensee or employee. Self-service sales are interpreted as being any sale where there is not an actual physical exchange of the product between the clerk and the customer.

SMOKING. Inhaling or exhaling smoke from any lighted or heated cigar, cigarette, pipe, or any other lighted or heated tobacco or plant product. Smoking also includes carrying a lighted or heated cigar, cigarette, pipe, or any other lighted or heated tobacco or plant product intended for inhalation.

TOBACCO or TOBACCO PRODUCTS. Tobacco and tobacco products includes cigarettes and any product containing, made, or derived from tobacco that is intended for human consumption, whether chewed, smoked, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, or any component, part, or accessory of a tobacco product; cigars; cheroots; stogies; perique; granulated, plug cut, crimp cut, ready rubbed, and other smoking tobacco; snuff; snuff flour; cavendish; plug and twist tobacco; fine cut and other chewing tobaccos; shorts; refuse scraps, clippings, cuttings and sweepings of tobacco; and other kinds and forms of tobacco. Tobacco excludes any tobacco product that has been approved by the United States Food and Drug Administration for sale as a tobacco cessation product, as a tobacco dependence product, or for other medical purposes, and is being marketed and sold solely for such an approved purpose.

TOBACCO-RELATED DEVICES. Tobacco-related devices includes any tobacco product as well as a pipe, rolling papers, ashtray, or other device intentionally designed or intended to be used in a manner which enables the chewing, sniffing or smoking of tobacco or tobacco products.

VENDING MACHINE. Any mechanical, electric or electronic, or other type of device which dispenses tobacco, tobacco products or tobacco-related devices upon the insertion of money, tokens or other form of payment directly into the machine by the person seeking to purchase the tobacco, tobacco product or tobacco-related device.

Section 4. **LICENSE REQUIRED.**

(A) Generally. No person may directly or indirectly or by means of any device keep for retail sale, sell at retail, offer to sell or otherwise dispose of any tobacco, tobacco products, or tobacco related devices, or nicotine or lobelia delivery device at any place in the City unless a license has first been issued by the City as provided in this section.

(B) Specifically.

(1) Application. An application for a license to sell tobacco, tobacco products, and tobacco related devices shall be made on a form provided by the City. The application shall contain the full name of the applicant, the applicant's residential and business addresses, and telephone numbers, the name of the business for which the license is sought, and any additional information the City deems necessary.

(2) Action. Upon receipt of a completed application, the city clerk shall forward the application to the police department for investigation. The police department shall conduct an investigation of the applicant and application regarding the fitness of the applicant to hold a license pursuant to the standards set forth in this article, and reports the results of its investigation to the city clerk within 30 days of receipt of the application. After the City finishes its investigation, and reviews the finding, the application will be approved or denied by the City Manager or his designee. If the application is approved it will be issued by the City Clerk, if the City Manager or his designee denies the application, notice of the denial shall be given to the applicant along with notification of the applicant's right to appeal the decision.

(3) Fees. No license shall be issued under this ordinance until the appropriate license or investigation fee is paid in full. The fee(s) shall be established by the city council by resolution from time to time.

(4) Sanctions for violation. Shall be set by the city council at penalty phase not to be less than State mandated guidelines.

(5) Transfers. All licenses issued under this section shall be valid only on the premises for which the license was issued and only for the person to whom the license was issued.

(6) Moveable place of business. No license shall be issued to a moveable place of business. Only fixed location businesses shall be eligible to be licensed under this subchapter.

(7) Display. All licenses shall be posted and displayed in plain view of the general public on the licensed premises.

(8) Renewals. The renewal of a license issued under this section shall be handled in the same manner as the original application. The request for a renewal shall

be made at least 30 days prior, but no more than 60 days before the expiration of the current license. The license holder is not entitled to an automatic renewal of the license.

Section 5. BASIS FOR DENIAL OF LICENSE.

The following shall be grounds for denying the issuance of or renewal of a license under this subchapter; if a license is mistakenly issued or renewed to a person, it shall be revoked upon the discovery that the person was ineligible for the license under this section.

- a. The applicant is under the age of 18 years of age;
- b. The applicant has been convicted within the past 5 years of any violation of a federal, state, or local law, ordinance provision, or other regulation relating to tobacco products, or tobacco related devices.
- c. The applicant has had a license to sell tobacco, tobacco products, or tobacco related devices revoked within the preceding 12 months of the date of application.
- d. The applicant fails to provide any information required on the application, or provides false or misleading information.
- e. The applicant is prohibited by federal, state, or other local law, ordinance, or other regulation, from holding such a license.
- f. Nonpayment by the property owner and/or applicant of any fees or charges owed to the City and/or county, including but not limited to utilities and property taxes.
- g. If a license is mistakenly issued or renewed to a person, it shall be revoked upon the discovery that the person was ineligible for the license under this chapter.

Section 6. PROHIBITED SALES.

It shall be a violation of this subchapter for any person to sell or offer to sell any tobacco, tobacco product, or tobacco related device:

- a. To a minor;
- b. By a vending machine;
- c. By self-service;
- d. As loosies;
- e. If the tobacco or tobacco products contain opium, morphine, jimsonweed, belladonna, strychnos, cocaine, marijuana, or other delirious, hallucinogenic, toxic, or controlled substances except nicotine and other substances found naturally in tobacco or added as part of an otherwise lawful manufacturing process; and/or
- f. To any other person, in any other manner or form prohibited by federal or state law or regulation, or by local ordinance.

Section 7. SMOKING PROHIBITED.

It shall be unlawful for any of the following to occur in a licensed premise: the lighting, inhaling, exhaling or combination thereof of tobacco, tobacco products, or tobacco related devices by any person.

Section 8. COMPLIANCE CHECKS AND INSPECTIONS.

All licensed premises shall be open to inspection by the city police or other authorized city official during regular business hours. From time to time, but at least once per year the city shall conduct compliance checks by engaging with the written consent of their parents or guardians, minors over the age of 15 years but less than 18 years to enter the licensed premise to attempt to purchase tobacco, tobacco products or tobacco related devices. Minors used for the purpose of compliance checks shall be supervised by city designated law enforcement officers or other designated city personnel. Minors used for compliance checks shall not be guilty of unlawful possession of tobacco, tobacco products or tobacco-related devices when those items are obtained as a part of the compliance check. No minor used in compliance checks shall attempt to use a false identification misrepresenting the minor's age, and all minors lawfully engaged in a compliance check shall answer all questions about the minor's age asked by the licensee or his or her employee and shall produce any identification, if any exists, for which he or she is asked.

SECTION 9. VIOLATIONS AND PENALTY.

(A) Misdemeanor prosecution. Nothing in this section shall prohibit the city from seeking prosecution as a misdemeanor for any alleged violation of this ordinance.

(B) Administrative penalties.

(1) Licensees. Any licensee found to have violated this chapter, or whose employee shall have violated this chapter, shall be charged an administrative fine of \$250 for a first violation of this chapter; \$500 for a second offense at the same licensed premises within a 24-month period; and \$750 for a third or subsequent offense at the same location within a 24-month period. In addition, after the third offense, the license shall be suspended for not less than seven consecutive days.

(2) Other individuals. Other individuals, other than minors regulated by this section, found to be in violation of this chapter shall be charged an administrative fine of \$50.

(3) Minors. Minors found in unlawful possession of or who unlawfully purchase or attempt to purchase, tobacco, tobacco products, tobacco-related devices, or nicotine or lobelia delivery devices, shall be subject to an administrative fine, or may be subject to tobacco-related education classes, diversion programs, community services, or another penalty that the city believes will be appropriate and effective. The administrative fine or other penalty shall be established by City Council ordinance upon the City Council's consultation with interested parties of the courts, educators, parents and children to determine an appropriate penalty for minors in the city. This administrative fine or other penalty may also be established from time to time by the Ordinance Establishing Fees and Charges, as it may be amended from time to time.

(4) Statutory penalties. If the administrative penalties authorized to be imposed by M.S. § 461.12, as it may be amended from time to time, differ from those established in this section, then the statutory penalties shall prevail.

Section 10. **EFFECTIVE DATE.** This ordinance shall become effective as of the date of its publication.

First Reading: March 12, 2012

Second Reading: March 26, 2012

Adopted: April 4, 2012

Recommendation

Approve second reading of Chapter 14 relating to the regulation of tobacco products and sales of tobacco.

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AGENDA REPORT

TO: James Antonen, City Manager
FROM: Michael Thompson, City Engineer/ Dep. Public Works Director
SUBJECT: **Gladstone Area Redevelopment - Phase 1 Improvements, City Project 04-21**
a) Resolution Approving Plans and Specification and Advertising for Bids (Bid Package 2)
b) Resolution Approving Utility Burial Contracts
c) Resolution Adjusting Project Budget
DATE: March 14, 2012

INTRODUCTION

The council will consider adopting resolutions:

- 1) Approving plans and specification and authorizing ad for bids
- 2) Approving utility burial contracts with Xcel Energy and CenturyLink
- 3) Adjusting the project budget which first adopted and set on March 28, 2011.

BACKGROUND

The City of Maplewood guided this area through an extensive process in developing the concepts for Gladstone Improvements.

The Gladstone Redevelopment Area is generally described as the area surrounding Frost Avenue from Highway 61 to Hazelwood Street. A Master Plan document and an Alternative Urban Areawide Review (AUAR) were completed for the neighborhood detailing the proposed development concepts that helped guide the proposed improvements. In addition a master plan was recently adopted for the Savanna area.

It should also be noted that the old Tourist Cabin property is well underway with the construction of the new Assisted Living Facility by the private developer.

A portion of the Gladstone Phase 1 improvements began last year and the remaining items of Phase 1 are to be finalized this year. Phase 1 improvements are generally described as:

- Street improvements (Frost Ave from Hwy 61 to Phalen Place); includes roundabout at E. Shore Drive
- Frost Avenue Bridge replacement
- Historic marker rest stop improvements near Frost Bridge
- Trail and sidewalk improvements on Frost Ave and E. Shore Dr.
- Stormwater and wetland improvements
- Utility improvements including additional infrastructure to support redevelopment sites
- Overhead utility burial along Frost Ave from Frost Bridge to Phalen Place
- Landscape and urban design enhancements along Frost Ave and at E. Shore Dr. roundabout
- Savanna Improvements

Phase 1 is being let in two separate contracts. The first for which work began last year is Bid Package #1 in which Lunda Construction won the contract:

Bid Package #1 (2011)

- Street Improvements
- Frost Avenue Bridge Replacement
- Historic Marker Rest Stop Improvements
- Grading for Trail and Sidewalk Improvements
- Public Utility Improvements
- Stormwater and Wetland Improvements

The second bid package as part of Phase 1 is to be bid to contractors this spring:

Bid Package #2 (2012)

- Overhead Utility Burial
- Savanna Improvements
- Paving for Trails and Sidewalks
- Landscape and Urban Design Improvements*
- Additional Trail Segments*

**Potential additional improvements (if budget allows)*

DISCUSSION

The plans and specification for Bid Package 2 as part of the Gladstone Phase 1 Improvements are complete and ready to be bid out to contractors.

Xcel Energy and CenturyLink both have prepared the burial contracts to facilitate the work this spring. The utility companies are burying their own utilities at the city’s request, and as such the franchise agreement requires the burial cost be covered by the city. The two utility contracts attached are recommended to be approved by the council in order to facilitate this work. The previously approved budget already accounts for these burial costs.

In addition to the resolution for utility burial approval, the budget should be adjusted to reflect updated project costs and financing. The budget section compares current approved budget against the proposed revised budget.

BUDGET

The improvements financed through a combination of various funding sources. The following is a summary of the current financing plan for the improvements:

<u>Funding Source</u>	<u>Amount</u>
Special Assessment	\$ 2,200,000
Municipal State Aid Bonds	\$ 925,000
Mn/DOT Bridge Funds	\$ 1,600,000
Bond Savings	\$ 599,600
Debt Service	\$ 200,000
Sewer and Water Utility Fund	\$ 200,000
Environmental Utility Fund (EUF)	\$ 550,000
Street Light Fund	\$ 600,000
EPA Grant	\$ 200,000
Site PAC Fund	\$ 100,000
Existing PAC Fund	\$ 100,000
Total	\$ 7,274,600

The following is a summary of the proposed budget adjustment and financing plan for the improvements:

<u>Revised Funding Sources</u>	<u>Amount</u>
Developer Special Assessment	\$ 2,200,000
Municipal State Aid Bonds	\$ 1,050,000
Mn/DOT Bridge Funds	\$ 1,371,300
Debt Service	\$ 1,037,000
Sewer Fund	\$ 175,000
St. Paul WAC Fund	\$ 100,000
Environmental Utility Fund (EUF)	\$ 725,000
Street Light Fund	\$ 715,000
PAC Fund (Developer Cash)	\$ 140,000
Tree Fund (Developer Cash)	\$ 25,000
Existing PAC Fund	\$ 140,000
Total	\$ 7,678,300

RECOMMENDATION

It is recommended that the city council approve the attached resolutions approving plans and specification and authorizing ad for bids, approving utility burial contracts, and approving the resolution adjusting the project budget for the Gladstone Area Redevelopment/Improvements – Phase 1, City Project 04-21.

Attachments:

1. Resolution Approving Plans and Specs and Authorizing Ad for Bids
2. Resolution Utility Burial
3. Resolution Budget Adjustment
4. Location Map

RESOLUTION
APPROVING PLANS AND SPECIFICATIONS AND
AUTHORIZING ADVERTISEMENT FOR BIDS (BID PACKAGE 2)

WHEREAS, pursuant to resolution passed by the city council on March 28, 2011, plans and specifications for the Gladstone Area Redevelopment Improvements - Phase 1, City Project 04-21, 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 11:00 a.m. on the 4th day of May, 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 a regular city council meeting thereafter.

Approved this 26th day of March 2012.

RESOLUTION
APPROVING UTILITY BURIAL CONTRACTS

WHEREAS, pursuant to resolution of the council adopted April 11, 2011 the improvements were ordered after holding a public hearing for the Gladstone Area Redevelopment, City Project 04-21 – Phase 1,

WHEREAS, utility burial was identified along Frost Avenue from the new Frost Avenue bridge extending to Phalen Place,

WHEREAS, Xcel Energy and CenturyLink have provided contracts for said burial, and

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

1. The council approves and authorizes execution of said utility burial contracts of Xcel Energy and CenturyLink to implement the project improvements.
2. The council approves and authorizes execution of any additional private utility burial contracts, if required, in order to implement the project improvements.
3. The city engineer is authorized to sign said agreements with utility companies for burial of utilities to implement project improvements.

Approved this 26th day of March 2012.

RESOLUTION
ADJUSTING PROJECT BUDGET

WHEREAS, pursuant to resolution of the council adopted March 28, 2011 for the Gladstone Area Redevelopment, City Project 04-21 – Phase 1 improvements, a budget was adopted to implement project improvements, and

WHEREAS, the current approved budget is as follows,

<u>Funding Source</u>	<u>Amount</u>
Special Assessment	\$ 2,200,000
Municipal State Aid Bonds	\$ 925,000
Mn/DOT Bridge Funds	\$ 1,600,000
Bond Savings	\$ 599,600
Debt Service	\$ 200,000
Sewer and Water Utility Fund	\$ 200,000
Environmental Utility Fund (EUF)	\$ 550,000
Street Light Fund	\$ 600,000
EPA Grant	\$ 200,000
Site PAC Fund	\$ 100,000
Existing PAC Fund	\$ 100,000
Total	\$ 7,274,600

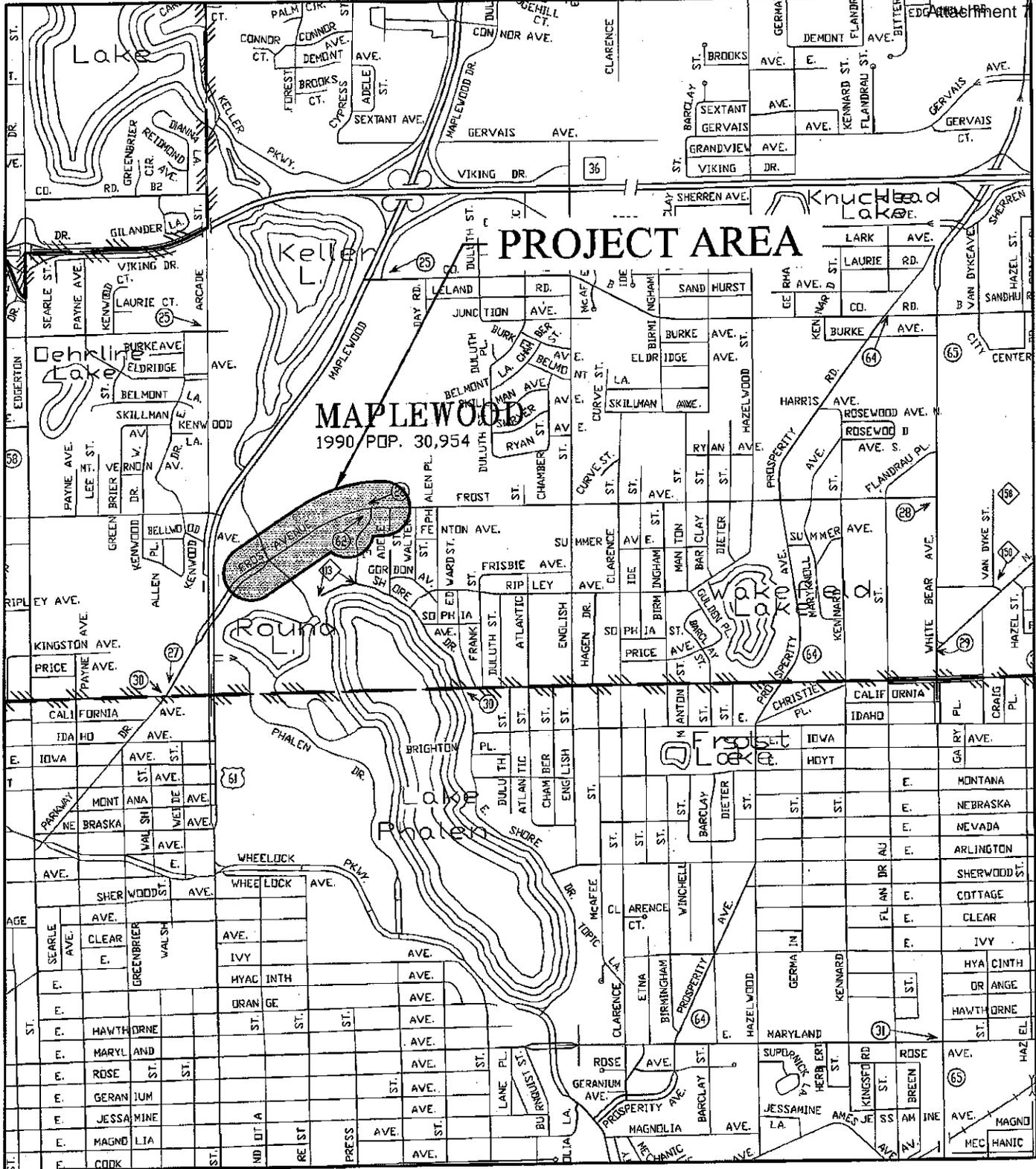
WHEREAS, adjustment to the current budget is needed,

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

1. The finance director is hereby authorized to make the financial transfers necessary for the preparation of plans and specifications. A proposed budget of \$7,678,300 shall be established. The proposed financing plan is as follows:

<u>Revised Funding Sources</u>	<u>Amount</u>
Developer Special Assessment	\$ 2,200,000
Municipal State Aid Bonds	\$ 1,050,000
Mn/DOT Bridge Funds	\$ 1,371,300
Debt Service	\$ 1,037,000
Sewer Fund	\$ 175,000
St. Paul WAC Fund	\$ 100,000
Environmental Utility Fund (EUF)	\$ 725,000
Street Light Fund	\$ 715,000
PAC Fund (Developer Cash)	\$ 140,000
Tree Fund (Developer Cash)	\$ 25,000
Existing PAC Fund	\$ 140,000
Total	\$ 7,678,300

Approved this 26th day of March 2012.



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City of Maplewood, Minnesota
Department of Public Works
Engineering Division



Kimley-Horn
and Associates, Inc.

2500 UNIVERSITY AVE. WEST, SUITE 340N
ST. PAUL, MINNESOTA 55114

TEL. NO. (612) 645-4107
FAX. NO. (612) 645-9196



GLADSTONE AREA REDEVELOPMENT
PHASE I
CITY PROJECT 04-21
LOCATION MAP
EXHIBIT 1

AGENDA REPORT

TO: James Antonen, City Manager
FROM: Michael Thompson, City Engineer/ Dep. Public Works Director
SUBJECT: **TH 36 / English Street Interchange Improvements, City Project 09-08, Resolution Accepting Feasibility Study, Authorizing Preparation of Plans and Specifications, and Calling for Public Hearing**
DATE: March 19, 2012

INTRODUCTION

The feasibility study for the TH 36 / English Street Interchange Improvements, City Project 09-08, is complete and available in the office of the city engineer. Copies will be distributed to council members prior to the meeting. The study includes information on the proposed improvements, costs, and proposed financing. An executive summary of the feasibility study is attached to this report. The city council will consider accepting the feasibility study, authorizing the preparation of plans and specifications, and ordering a public hearing to be held on April 9, 2012.

BACKGROUND

On August 23, 2010 the council authorized staff to proceed with tasks generally described as preparation of a feasibility study, pursuing additional project funding, public involvement, design surveys, preliminary layouts and approvals, environmental assessment documentation, and other associated tasks to move this project forward in coordination with project stakeholders.

Since that time, a number of public open-houses, one-on-one meetings, and citizen design committee meetings have been held to shape this into a successful project that balances impacts yet accomplishes the goals of the project such as improved safety and mobility along TH 36, and providing acceptable local access to Maplewood's businesses and residents.

A Public Hearing for the environmental assessment portion of the project was held on February 27, 2012. The official Chapter 429 Public Hearing is proposed for April 9, 2012. That Public Hearing would serve as the official vote by the City Council in ordering the improvements.

Layout approvals and environmental work is finalized. The detailed survey and soil testing is complete and the preliminary roadway, drainage, and bridge plan designs are nearing completion. Final design services are underway as authorized by the council on March 12, 2012.

A right-of-way acquisition firm was selected and approved at the January 23, 2012 council meeting. The firm is currently working with parcel owners on both temporary and permanent acquisitions.

DISCUSSION

The TH 36 / English Street Interchange Improvements project will remove the last at-grade intersection along TH 36 between the eastern Ramsey County line and I-35W in Roseville. The proposed interchange will be a full access diamond interchange generally constructed at the existing English Street location. Access ramps to and from English Street will be provided for both eastbound and westbound traffic along TH 36. English Street will be bridged over TH 36 and modifications will be

made to TH 36 between TH 61 and Hazelwood Street to accommodate the proposed English Street bridge and interchange.

In addition to the construction of the interchange and improvements to TH 36, this project includes numerous other local roadway improvements as summarized below:

- The County Road B and TH 61 intersection will be reconstructed to provide greater separation from the existing frontage road/County Road B intersection.
- Viking Drive will be reconstructed between Gervais Avenue and English Street.
- English Street will be reconstructed from Gervais Avenue to Cope Avenue to accommodate the new interchange.
- Gervais Avenue will be reconstructed from Viking Drive to Hazelwood Street. This roadway reconstruction will provide a connection from Gervais Avenue to Barclay Street allowing residents in the Gervais/Viking neighborhood to access the new TH 36 and English Street interchange.

Other project improvements include:

- A new Bruce Vento Trail bridge over TH 36 will be constructed to accommodate the new interchange and the improvements to TH 36.
- A noise wall will be constructed along the south side of TH 36 between the Bruce Vento Trail and Hazelwood Street.
- An earthen berm with landscaping will be constructed on the north side of TH 36 between Barclay Street and Germain Street.
- Storm drainage improvements will include new storm sewer within the reconstructed roadways, four new storm sewer ponds, and Ramsey-Washington Metro Watershed District (RWMWD) water quality improvements within the TH 36 / TH 61 interchange.
- Approximately 8,000 feet of water main will be reconstructed with the project.
- Sanitary sewer improvements will be limited to repairs identified by city staff and the design team.

PUBLIC OUTREACH

The following have been the larger neighborhood and open-house meetings to date to help shape this project into the current proposal for improvements:

General Open House Meetings:

- November 16, 2010
- May 18, 2011
- November 15, 2011
- March 20, 2012 (Meeting specific to Commercial property owners proposed for Assessments)
- April 3, 2012 (To be held from 5-7pm at the Maplewood Community Center)

Local Neighborhood Open House Meetings:

- Dec. 8, 2010 (Neighborhood Road Connection)
- July 27, 2011 (Meeting w/ concerned Viking Dr. residents in front yard at 1531 Viking Dr.)
- August 17, 2011 (Viking Drive and Sherren Avenue residents) Noise Wall Meeting
- October 19, 2011 (Neighborhood Road Connection)
- February 8, 2012 (Neighborhood Road Connection)

Citizen Design Committees:

- Local Road Connection (5 meetings)

- Landscaped Berm along Viking Dr. (2 meetings)

The feasibility study contains additional information on the public outreach process. It should be noted the effort on behalf of the city and residents of the Gervais/Viking neighborhood in regards to finding an acceptable connection to the interchange from the neighborhood. That outreach, including open house meetings and utilizing a citizen committee approach, is further detailed in the feasibility study along with the recommended option for connection.

Also, the staff has met a handful of times with stakeholders near the intersection of County Rd B and Highway 61 including the gas station owner and the residential homeowners just to the east of the gas station. A new frontage road is proposed to be realigned between these two properties and a number of mitigation items have been made. Additionally, staff is meeting on site again with the residential homeowners that have expressed concern in order to explain mitigation efforts such as a wall and additional buffer plantings. That meeting is set for March 28, 2012.

BUDGET

The total project budget as reported in the feasibility study is \$22,997,000. Maplewood’s contribution is currently estimated at \$3,463,170. It is recommended that council approve the preliminary budget below and authorize the city’s consulting engineers, Kimley-Horn and Associates and Short Elliott Hendrickson, Inc., to begin preparation of the plans and specifications.

The improvements are proposed to be financed through a combination of Federal STP grant funds, MnDOT funds, Ramsey County funds, RWMWD funds, SPRWS funds, City of Maplewood funds, and special assessments to benefiting properties. The following is a summary of the proposed financing plan for the improvements:

<u>Funding Source</u>	<u>Amount</u>
<u>Federal STP Funds</u>	
• Interchange	\$7,280,000
• Water Quality	<u>\$ 248,000</u>
Subtotal	\$7,528,000
<u>MnDOT Funds</u>	
• SRC	\$5,475,000
• Cooperative Agreement	<u>\$ 500,040</u>
Subtotal	\$5,975,040
Ramsey County Funds	\$ 975,000
RWMWD Funds	\$ 850,000
<u>City Funds</u>	
• St. Paul WAC	\$ 150,000
• Sanitary Sewer Utility	\$ 150,000
• City Abatement Funds	\$1,500,000
• MSA Bond	<u>\$1,663,170</u>
Subtotal	\$ 3,463,170
SPRWS Funds	\$ 500,000
Assessments	\$ 1,005,790
<u>Other Sources/MnDOT (to be determined)</u>	<u>\$ 2,700,000</u>
Total Funding	\$22,997,000

City staff is currently working with MnDOT to commit an additional \$2,700,000 to the project by accelerating the design schedule to capture additional federal funding.

RECOMMENDATION

It is recommended that the city council approve the attached resolution accepting the feasibility report, authorizing the preparation of plans and specifications, and calling a public hearing for 7:00 p.m., Monday, April 9, 2012, for the TH 36 / English Street Interchange Improvements, City Project 09-08.

Attachments:

1. Resolution
2. Executive Summary
3. Location Map

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

WHEREAS, pursuant to resolutions of the council adopted August 23, 2010, a report has been prepared by the city engineering division with reference to the improvement of TH 36 / English Street Interchange Improvements, City Project 09-08, and this report was received by the council on March 26, 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 TH 36 / English Street Interchange Improvements, City Project 09-08 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 \$22,997,000.
2. The City's consultant engineering team of Kimley-Horn and Associates, Inc., and SEH, 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 \$22,997,000 shall be established. The proposed financing plan is as follows:

<u>Funding Source</u>	<u>Amount</u>
<u>Federal STP Funds</u>	
• Interchange	\$7,280,000
• Water Quality	<u>\$ 248,000</u>
Subtotal	\$7,528,000
<u>MnDOT Funds</u>	
• SRC	\$5,475,000
• Cooperative Agreement	<u>\$ 500,040</u>
Subtotal	\$5,975,040
Ramsey County Funds	\$ 975,000
RWMWD Funds	\$ 850,000
<u>City Funds</u>	
• St. Paul WAC	\$ 150,000
• Sanitary Sewer Utility	\$ 150,000
• City Abatement Funds	\$1,500,000
• MSA Bond	<u>\$1,663,170</u>
Subtotal	\$ 3,463,170
SPRWS Funds	\$ 500,000
Assessments	\$ 1,005,790
<u>Other Sources/MnDOT (to be determined)</u>	<u>\$ 2,700,000</u>
Total Funding	\$22,997,000

4. A public hearing shall be held on such proposed improvement on the 9th day of April, 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 26th day of March 2012

**CITY OF MAPLEWOOD
HIGHWAY 36/ENGLISH STREET INTERCHANGE IMPROVEMENTS
CITY PROJECT 09-08**

EXECUTIVE SUMMARY

The City of Maplewood is currently planning for the construction of the Highway 36 and English Street interchange. This interchange will remove the last at-grade intersection along Highway 36 between the eastern Ramsey County line and I-35W in Roseville. The proposed interchange will be a full access diamond interchange generally constructed at the existing English Street location. Access ramps to and from English Street will be provided for both eastbound and westbound traffic along Highway 36. English Street will be bridged over Highway 36 and modifications will be made to Highway 36 between Highway 61 and Hazelwood Street to accommodate the proposed English Street bridge and interchange.

In addition to the construction of the interchange and improvements to Highway 36, this project includes numerous other local infrastructure improvements including the following:

- Reconstruction of English Street between Gervais Avenue and Cope Avenue to accommodate the interchange.
- Reconstruction of Gervais Avenue and Viking Drive west of English Street to accommodate the interchange and address poor pavement conditions.
- The extension of Gervais Avenue east of English Street to Hazelwood Street to provide a connection to the new interchange for areas to the east. This connection is being made to mitigate the proposed closure of the existing Hazelwood Street right-in/right-out accesses to Highway 36. These improvements include the construction of an earthen berm and landscaping along the south side of Viking Drive to provide some buffering and screening of Highway 36.
- Reconstruction of the County Road B and Highway 61 intersection to relocate the existing frontage road/County Road B intersection further east to provide improved safety and intersection spacing from Highway 61. These improvements also include the construction of a new trail along the south side of County Road B between Highway 61 and the Bruce Vento Trail.
- Reconstruction of the existing Bruce Vento Trail bridge over Highway 36 to accommodate the new interchange and improvements to Highway 36.
- The construction of a 1,750 foot long twenty foot high noise wall along the south side of Highway 36 generally between the Bruce Vento Trail crossing and Hazelwood Street.
- Various storm drainage improvements including the construction of storm sewer and four storm water ponding/infiltration areas.
- Realignment and replacement of existing SPRWS watermain in the project area to accommodate the proposed improvements.
- Sanitary sewer repairs as needed in the project area.
- In coordination with the proposed Highway 36 and English Street interchange improvements, the Ramsey Washington Metro Watershed District (RWMWD) is implementing water quality improvements in the area of the existing Highway 36 and Highway 61 interchange. This includes the construction of ponds and infiltration areas within the Highway 39/Highway 61 interchange loops.

The estimated costs for the proposed improvements are detailed below.

<u>Proposed Improvement</u>	<u>Estimated Cost</u>
Highway 36 Mainline Improvements	\$ 3,462,000
Highway 36/English Interchange	\$ 4,250,000
English Street Improvements (Excluding Interchange)	\$ 726,000
County Road B Improvements	\$ 575,000
County Road B Trail Improvements	\$ 300,000
Gervais Avenue/Viking Drive Improvements (East of English)	\$ 1,920,000
Gervais Avenue Improvements (West of English)	\$ 400,000
Viking Drive Improvements (West of English)	\$ 575,000
Bruce Vento Trail Improvements	\$ 1,010,000
Storm Drainage Improvements	\$ 1,849,000
Watermain Improvements	\$ 800,000
Sanitary Sewer Improvements	\$ 100,000
Noise Wall Improvements	\$ 700,000
<u>RWMWD Improvements</u>	<u>\$ 980,000</u>
Subtotal - Construction Cost	\$17,647,000
Estimated Right-of-Way/Easement Acquisition Costs	\$ 1,500,000
<u>Estimated Indirect Costs</u>	<u>\$ 3,850,000</u>
Total Estimated Project Cost	\$22,997,000

The improvements are proposed to be financed through a combination of Federal STP grant funds, MnDOT funds, Ramsey County funds, RWMWD funds, SPRWS funds, City of Maplewood funds, and special assessments to benefiting properties. The following is a summary of the proposed financing plan for the improvements:

<u>Funding Source</u>	<u>Amount</u>
Federal STP Funds	
• Interchange	\$ 7,280,000
• Water Quality	\$ 248,000
Subtotal	\$ 7,528,000
MnDOT Funds	
• SRC	\$ 5,475,000
• Cooperative Agreement	\$ 500,040
Subtotal	\$ 5,975,040
Ramsey County Funds	\$ 975,000
RWMWD Funds	\$ 850,000
City Funds	
• St. Paul WAC	\$ 150,000
• Sanitary Sewer Utility	\$ 150,000
• City Abatement Funds	\$ 1,500,000
• MSA Bond	\$ 1,663,170
Subtotal	\$ 3,463,170
SPRWS Funds	\$ 500,000
Assessments	\$ 1,005,790
<u>Other Sources/MnDOT (to be determined)</u>	<u>\$ 2,700,000</u>
Total Funding	\$22,997,000

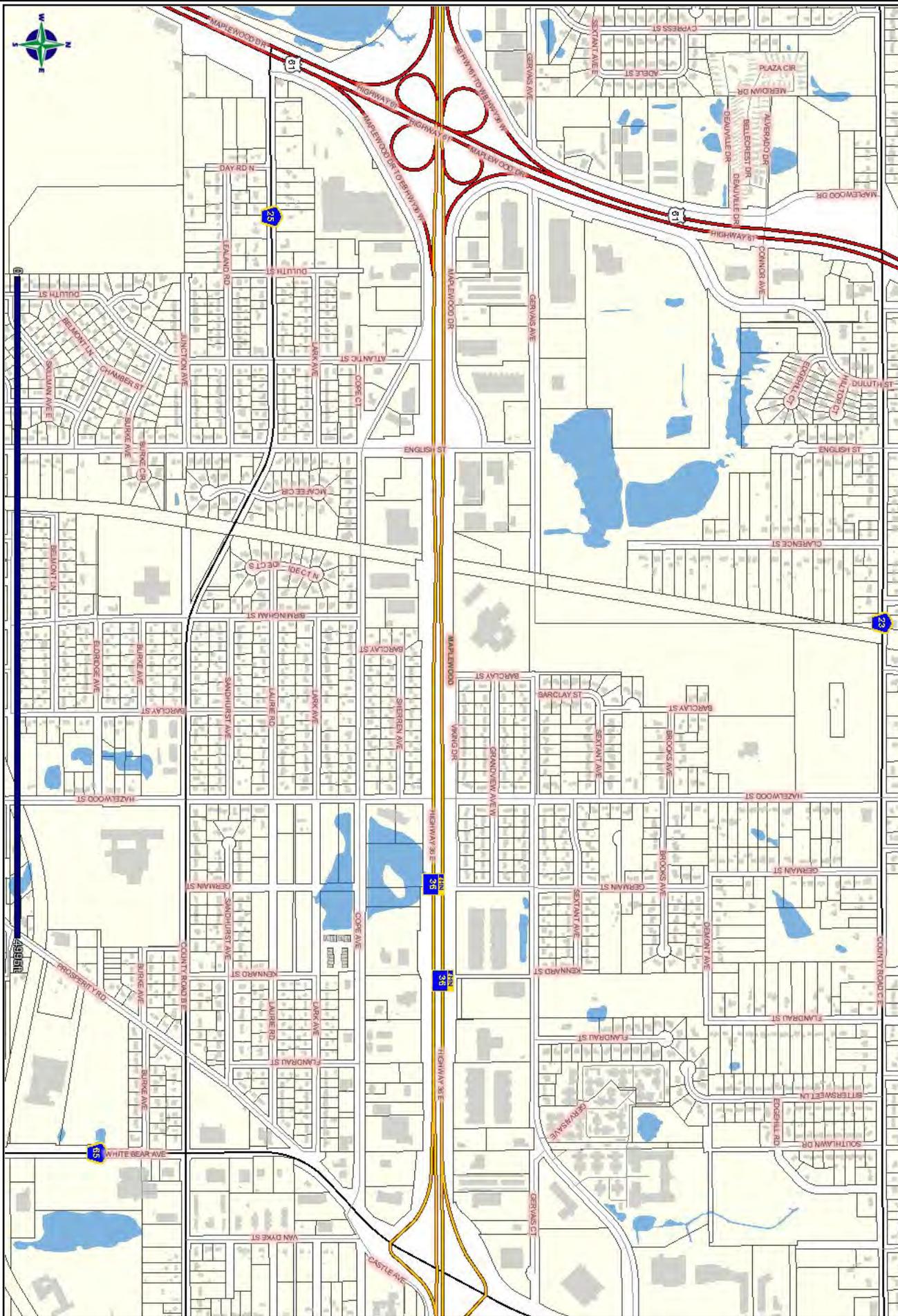
The following is a proposed schedule for the project if the City Council votes to proceed.

City Council Accepts Feasibility Report and Calls Public Hearing	March 26, 2012
Public Hearing	April 9, 2012
Final Plans and Right-of-Way/Easement Acquisition Complete	September 30, 2012
City Council Approves Plans & Specs and Authorizes Ad for Bids	October 2012
Bid Opening	December 2013
Start Construction	April 2013
Construction Substantially Complete	December 2013

In order to accomplish the schedule above, it is planned that Highway 36 will be closed to through traffic for a two month period during July and August. More detailed construction phasing and staging plans will be developed during the final design phase of the project.

Based upon the analysis completed as a part of this report, the proposed Highway 36/English Street Interchange Improvements, City Project 09-08, are feasible, necessary and cost effective.

English 36 Project Area



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 January 31, 2012; The Lawrence Group/January 31, 2012 for County parcel and property records data; January 2012 for commercial and residential data; April 2009 for color aerial imagery.

MEMORANDUM

TO: James Antonen, City Manager
FROM: Michael Martin, AICP, Planner
Charles Ahl, Assistant City Manager
SUBJECT: Venner Plaza Shoppes – Design Review and Building Setback Variance
LOCATION: 1987 County Road D East
DATE: March 21, 2012

INTRODUCTION

Project Description

Sheldon Berg of DJR Architecture, representing WBA 1200, LLC, is proposing to construct an 11,200-square-foot retail building on the northeast corner of White Bear Avenue and County Road D East. This 1.22 acre lot is currently being utilized as a BP gas station.

The property is zoned as Business Commercial (BC), which designates general retail as an allowed use. The city’s comprehensive plan guides this parcel as Commercial (C).

Requests

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

1. Variance for the building setback from the Interstate 694 right-of-way.
2. Design plans.

The community design review board reviewed the design plans on February 28, 2012. The planning commission should forward a recommendation regarding the proposed setback variance for the city council’s consideration.

DISCUSSION

Building Setback Variance

The applicant is proposing a 20-foot building setback variance from the Interstate 694 right-of-way. The city ordinance requires a 30-foot building setback from a right-of-way line. As proposed, the northwest corner of the building would be setback 10 feet from the north property line but would also be setback approximately 75 feet from the curb line of the access ramp to I-694.

This site is difficult to redevelop because of the shape of the lot and the access requirements of the city and Ramsey County. The applicant is only allowed a single access point from County Road D East on the east side of the site which makes it difficult to place the building anywhere other than the west half of the parcel. From a site

layout perspective, this makes it most feasible to place the building on the west side of the site—the narrowest part of the site. The unique shape, along with a very wide highway boulevard (75 feet), provides a basis for variance approval. The typical boulevard width is 12 to 15 feet. In this instance, the proposed building would end up with a setback from the highway shoulder of 85 feet. This is a much greater setback than would typically be provided. A 20 foot reduction in building setback would not be noticeable.

In 2000, the city approved a similar building setback variance for a cabinet-shop building on the corner of Highway 61 and County Road C. This building is setback eight feet from the Highway 61 right-of-way. That setback variance was granted because the Highway 61 road edge was 78 feet to the edge of the right-of-way line.

Design Review

Curb Cuts/Driveways

There are two existing curb cuts into the property, both along County Road D East. The proposed site plan shows a single curb cut onto County Road D East. The city's engineering department is recommending the proposed curb cut be shifted to the east to help ease the potential of vehicle stacking from the intersection. There will be no curb cuts onto White Bear Avenue.

Sidewalks

There are existing sidewalks along White Bear Avenue and County Road D East. This project will not change the current placement of sidewalks. The sidewalk along County Road D East will be connected by a walk to the building.

Site Layout

The building meets or exceeds the required setback of 30 feet from White Bear Avenue and County Road D East. As already discussed, the building is proposed to be setback 10 feet from I-694 right-of-way. The parking lot meets or exceeds the required setback of 15 feet to the right-of-ways. The parking lot also meets the requirement of being setback five feet from the easterly property line.

The proposed site layout is unique in that the back of the building will front White Bear Avenue. This also provides an opportunity to have all four sides of the building be attractively designed. Staff feels that extra care needs to be taken with the west elevation and the landscaping between White Bear Avenue and the building to ensure an attractive entrance into the city.

Parking

City code requires retail stores to have one parking stall per 200 square feet of retail space. This development requires 56 parking stalls based on these requirements. The applicants are proposing 56 parking stalls, which includes three handicap accessible stalls. The general use parking stalls will be 10 feet wide by 18 feet deep, which meets city code requirement for a retail (high turnover) use. The applicant is proposing 16 spaces along the easterly property line for employee use only. These stalls will be nine feet wide by 18 feet deep, which meets city code requirement for employee parking. Staff recommends these spaces have signs designating them for employee use only.

Landscaping

The landscape plan shows 18 trees, including 15 deciduous trees and 3 ornamental trees, and 16 shrubs. The plan also calls out underground irrigation for all landscaping as required by code. The applicant is also proposing two rainwater gardens on the southwest and northeast corners of the sites. A black vinyl chain link fence is proposed near the rainwater garden in the southwest corner of the site. Staff feels the southwest corner of the site is highly visible and needs to have a fence more decorative in nature. The city's engineer and naturalist have commented on these rainwater gardens. Their comments are attached to this report.

Staff feels the landscaping plan is a good start but needs to be developed further, especially in the area between the west side of the building and White Bear Avenue. Within this area, the applicant is proposing deciduous trees, shrubs and perennials. As proposed this area will be lacking for the height of the planting and year-round coverage. There are opportunities for additional trees, shrubs and non-deciduous elements within this area. Also, with the access point from County Road D East being shifted further east there are additional opportunities for trees and shrubs between the rainwater garden and the driveway.

Staff recommends the applicant submit a revised landscaping plan for staff approval that incorporates the planting ideas expressed above as well as a plan showing a wrought-iron fence instead of the proposed vinyl chain link fence.

Lighting

City code requires the submittal of a lighting and photometrics plan which ensures all freestanding lights maintain a height of 25 feet or less and that the maximum foot candles of illumination at all property lines does not exceed .4-foot-candles. The lighting and photometrics plan shows two freestanding lights (25 feet in height) and three wall pack lights on the west side of the building and nine downcast lights on the east side of the buildings. As proposed the lighting and photometrics plan meet all city requirements.

Trash Enclosure

The location of the proposed trash enclosure is on the northeast side of the building. Staff recommends the applicant be required to submit design plans of the enclosure for approval.

Signage

This retail center is proposed to have three tenants and is not required to have a comprehensive sign plan. The center is required to follow the city's sign ordinance. All signs are required to have a permit approved by city staff.

Building Elevations

The exterior of the building will be constructed with face brick, lap metallic siding, metal awnings, clear anodized aluminum storefront windows, and metal parapet caps. The applicant has indicated to staff it would be submitting a revised elevation for the west side of the building incorporating more window elements. This is an applicant-driven change, not a staff request. However, staff would agree that the west elevation is a good start but more elements should be incorporated to make it more attractive as it faces White Bear Avenue.

OTHER COMMENTS

MnDOT: Molly McCartney, senior transportation planner, reviewed this project for MnDOT. MnDOT has no concerns with the proposed variance for the building setback. Ms. McCartney's comments are attached to this report.

Building Department: Dave Fisher, building official, reviewed the development proposal and has the following comments: This building is required to have a full fire sprinkler system per 1306 of the state building code. Plans are required to be submitted by a Minnesota registered design professional.

Police Department: Lieutenant Richard reviewed the development proposal and has the following comments: This design would help alleviate traffic congestion from vehicles leaving the 1987 County Road D property.

Construction site thefts and burglaries are a large business affecting many large construction projects throughout the Twin Cities metro area. The contractor/developer should be encouraged to plan and provide for site security during the construction process. On-site security, alarm systems, and any other appropriate security measure would be highly encouraged to deter and report theft and suspicious activity incidents in a timely manner.

COMMITTEE ACTION

Planning Commission

On March 20, 2012, the planning commission held a public hearing and recommended approval of the proposed building setback variance. As of the writing of this report the minutes from this meeting were not available.

Community Design Review Board

On February 28, 2012, the community design review board reviewed the building setback variance and design plans for this project and recommended approval. The draft minutes from this meeting are attached.

RECOMMENDATIONS

1. Adopt the resolution attached to this report approving a 20-foot building setback variance from the Interstate 694 right-of-way. The code requires a 30 foot building setback. This variance approval is based on the following findings:
 - a. The lot shape makes it difficult to meet setback requirements because of its tapered shape.
 - b. Approval of the building setback variance would be in harmony with the general purposes and intent of the ordinance because of the extremely wide highway boulevard.
 - c. Approval of the building setback variance would be consistent with the city's comprehensive plan and would encourage the redevelopment of an aging commercial site.
 - d. The applicant is proposing to use the property in a reasonable manner that would otherwise not be permitted by the city's building setback requirements. The plight of the landowner is due to circumstances unique to the property not created by the landowner and the variance will not alter the essential character of the locality.

2. Approve the plans date-stamped February 28, 2012, for the Venner Plaza Shoppes retail building to be located at 1987 County Road D East. Approval is subject to the applicant doing the following:
 - a. Repeat this review in two years if the city has not issued a building permit for this project.
 - b. Prior to issuance of a grading or building permit, the applicant must submit to staff for approval the following items:
 - 1) Revised grading/drainage/utility/landscaping plans which comply with all city engineering department requirements as specified in the February 9, 2012, engineering report.
 - 2) Revised landscape plan showing the following:
 - a) Additional trees, shrubs and non-deciduous elements in the area between White Bear Avenue and the west side of the building.
 - b) Additional trees along County Road D East between the rainwater garden and driveway.
 - c) A wrought-iron fence located between the southwest rainwater garden and the building.

- 3) Obtain a permit from Ramsey County for construction on county right-of-way for the driveway access, utility work, and sidewalk.
 - 4) Any watershed district approvals, as needed.
 - 5) A cash escrow or an irrevocable letter of credit for all required exterior improvements. The amount shall be 150 percent of the cost of the work.
- c. Signage on the property is not part of the design review approval. Sign permits will need to be approved by staff for any and all signs.
- d. The applicant shall complete the following before occupying the building:
- 1) Replace any property irons removed because of this construction.
 - 2) Provide continuous concrete curb and gutter around the parking lot and driveways.
 - 3) Install all required landscaping and underground irrigation.
 - 4) Screen or paint the rooftop mechanical equipment to match the building color.
 - 5) Install all required outdoor lighting.
 - 6) Install employee only parking signs for the 16 spaces on the east side of the site.
- e. If any required work is not done, the city may allow temporary occupancy if:
- 1) The city determines that the work is not essential to the public health, safety or welfare.
 - 2) The above-required letter of credit or cash escrow is held by the City of Maplewood for all required exterior improvements. The owner or contractor shall complete any unfinished exterior improvements by June 1 if occupancy of the building is in the fall or winter, or within six weeks of occupancy of the building if occupancy is in the spring or summer.
- f. All work shall follow the approved plans. The director of community development may approve minor changes.
- g. The applicant shall work with staff in enhancing the south elevation by providing banding to break up the large brick surface on that elevation.

REFERENCE

SITE DESCRIPTION

Site size: 1.22 Acres
Existing Use: Gas Station

SURROUNDING LAND USES

North: Interstate 694 (Right-of-way)
South: County Road D East and Caribou Coffee across the street (Zoned BC)
East: Perkin's Restaurant (Zoned BC)
West: White Bear Avenue and Wendy's across the street (Zoned BC)

PLANNING

Existing Land Use
Designation: Commercial (C)
Existing Zoning: Business Commercial (BC)

Criteria for Approvals

Variance

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

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

Design Review

Section 2-290 of the city code requires that the community design review board make the following findings to approve plans:

1. That the design and location of the proposed development and its relationship to neighboring, existing or proposed developments, and traffic is such that it will not impair the desirability of investment or occupation in the neighborhood; that it will not unreasonably interfere with the use and enjoyment of neighboring, existing or proposed developments; and that it will not create traffic hazards or congestion.

2. That the design and location of the proposed development is in keeping with the character of the surrounding neighborhood and is not detrimental to the harmonious, orderly and attractive development contemplated by this article and the city's comprehensive municipal plan.
3. That the design and location of the proposed development would provide a desirable environment for its occupants, as well as for its neighbors, and that it is aesthetically of good composition, materials, textures and colors.

Application Date

State statute requires that the city complete its review of these requests within 60 days of having a complete application. The date for the materials having been considered to be complete by the city is January 17, 2012. Therefore, the original deadline for the city's decisions on these requests is March 17, 2012. State statute allows the city to extend this review period an additional 60 days, which it has done, therefore the deadline for a city decisions is now May 16, 2012.

SEC35-30\1987 County Road D Redevelopment_0106112\1987CountyRoadD_DesignReview_CC_032612

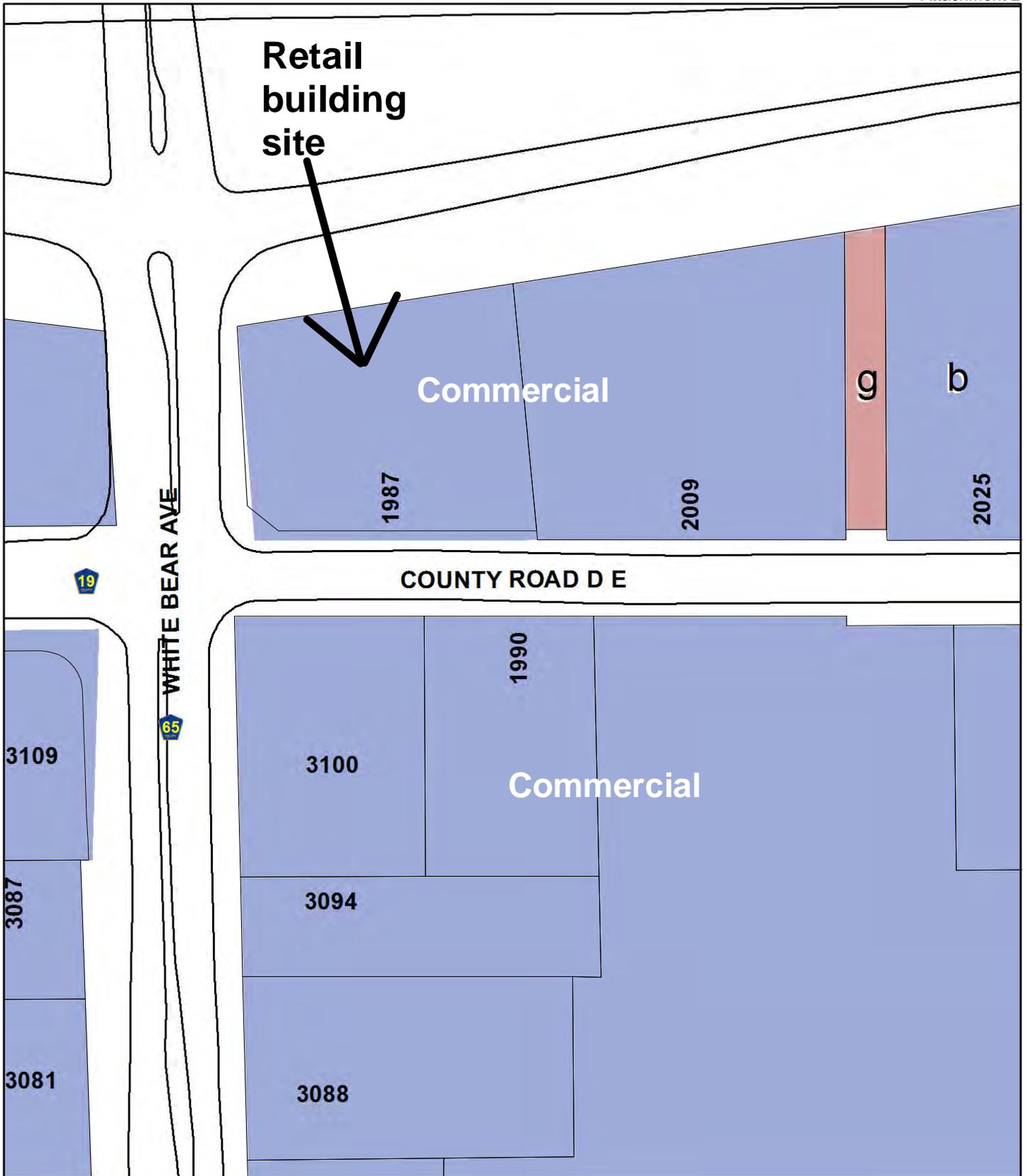
Attachments:

1. Location Map
2. Land Use Map
3. Zoning Map
4. Existing Conditions
5. Site Plan
6. Grading Plan
7. Utility Plan
8. Lighting Plan
9. Landscape Plan
10. Building Elevations
11. Engineering Plan Review
12. MnDOT Plan Review
13. City Naturalist Plan Review
14. Applicant's Letter, dated February 23, 2012
15. CDRB Draft Minutes, dated February 28, 2012
16. Variance Resolution
17. Applicant's Plans (Separate Attachment)



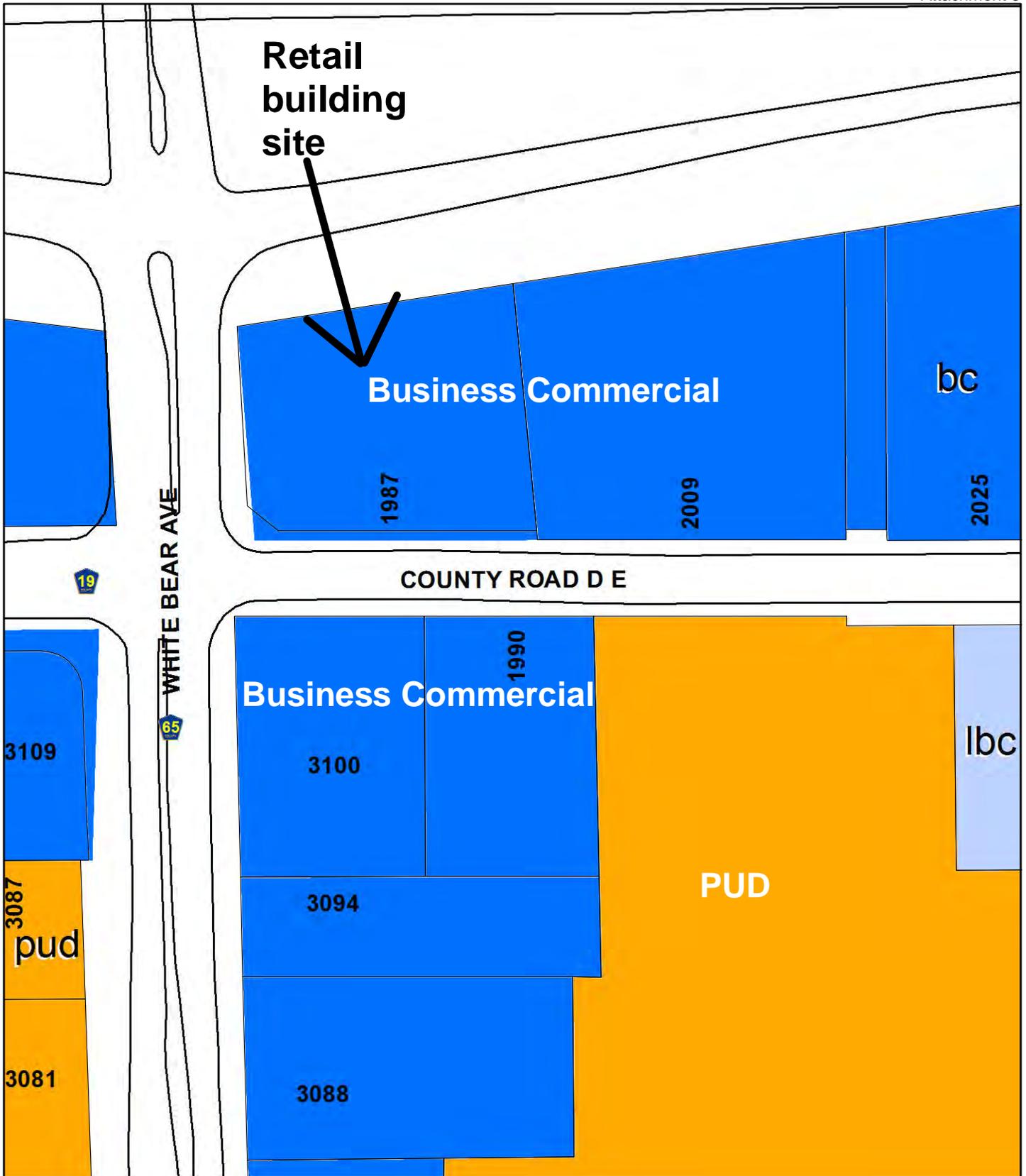
1987 County Road D East Retail Redevelopment

Location Map and Aerial Photo



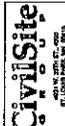
1987 County Road D East Retail Redevelopment

Future Land Use Map

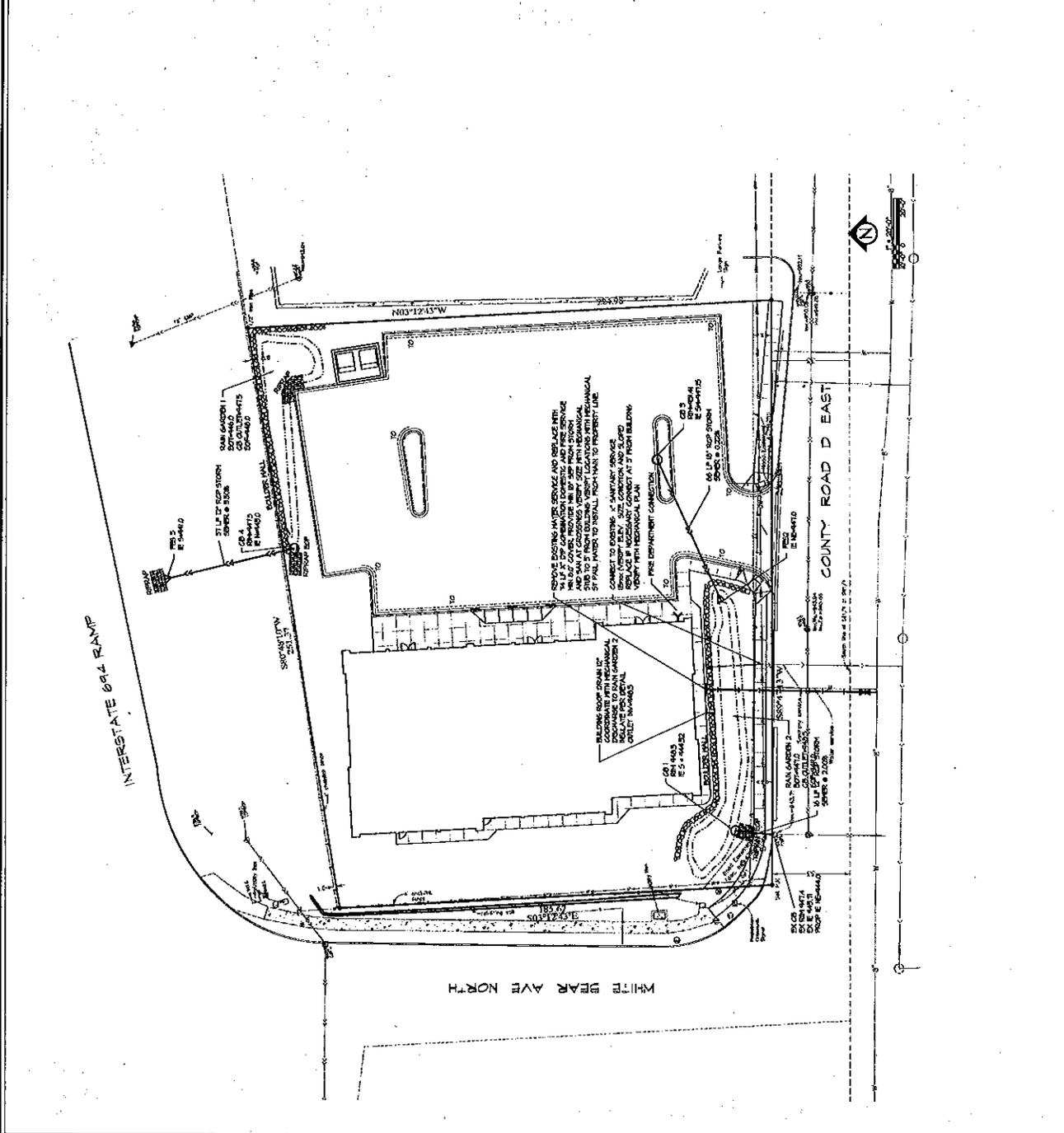


1987 County Road D East Retail Redevelopment

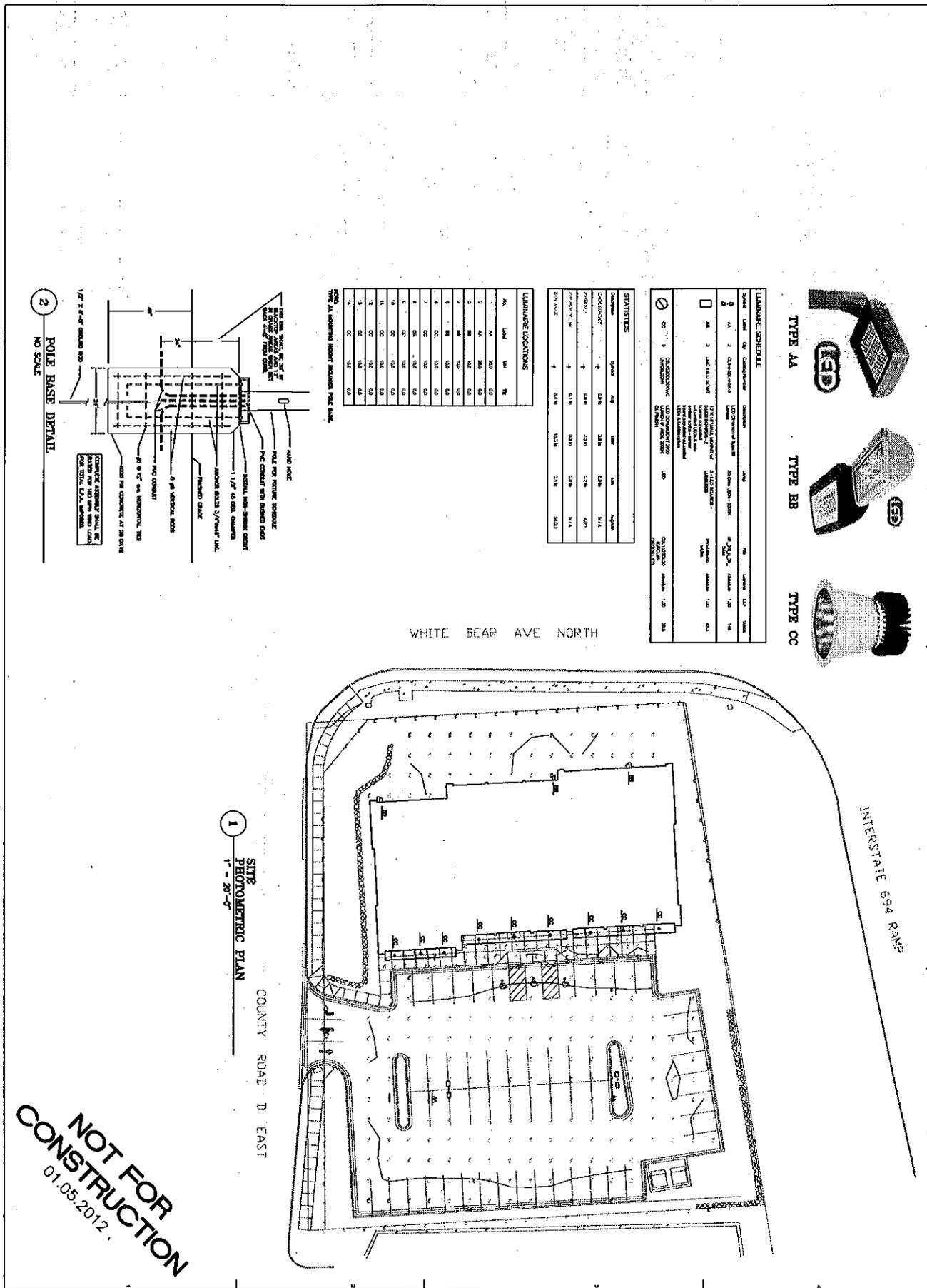
Zoning Map

							
CONSULTANT: D.K. Architecture 1000 North 1st St. Suite 200 Minneapolis, MN 55404	DEVELOPER: AREA 2000, LLC 1000 North 1st St. Suite 200 Minneapolis, MN 55404	PROJECT: Retail, Proj. 101 1000 North 1st St. Minneapolis, MN 55404	REGION: METRO - CITY, SEPTONAL	REVISION: _____ _____ _____	PROJECT NO. DATE TIME FILED DRAWN BY: JAC CHECKED BY: JAC APPROVED BY: JAC	SHEET TITLE: PRELIMINARY UTILITY PLAN	SHEET NUMBER: C-4

- UTILITY NOTES:**
1. SEE SITE PLAN FOR HORIZONTAL DIMENSIONS AND LAYOUT.
 2. CONTRACTOR SHALL VERIFY LOCATION AND ELEVATION OF EXISTING UTILITIES PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL VERIFY ALL UTILITIES INDICATED WITHIN THE BOUNDARIES OF CONSIDERATION OR VARIATIONS FROM THE PLANS.
 3. ALL UTILITIES SHALL BE LOCATED, MARKED AND PROTECTED PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL VERIFY ALL UTILITIES INDICATED WITHIN THE BOUNDARIES OF CONSIDERATION OR VARIATIONS FROM THE PLANS THAT ARE SHOWN AS BEING SHOWN BY THE OWNER.
 4. UTILITY INSTALLATION SHALL CONFORM TO THE CURRENT EDITION OF "STANDARD SPECIFICATIONS FOR THE CONSTRUCTION OF STREETS AND SIDEWALKS" AND "STREET LIGHTING" AS ADOPTED BY THE CITY OF MINNEAPOLIS AND THE PROJECT SPECIFICATIONS, CONFORM WITH THE REQUIREMENTS OF THE CITY AND THE PROJECT SPECIFICATIONS.
 5. CUSTOMERS SHALL BE SANITIZED FROM STRUCTURE REMOVALS AND RELOCATED OR PLACED AT THE DISCRETION OF THE OWNER.
 6. ALL WATER PIPES SHALL BE DOUBLE RISE FROM DEEP DRAINAGE OTHERWISE NOTED.
 7. ALL SANITARY SEWER SHALL BE POLYETHYLENE GLASS REINFORCED PLASTIC (PE) PIPE UNLESS OTHERWISE NOTED.
 8. ALL STORM SEWER PIPES SHALL BE ENHANCED CONCRETE PIPE (ECP) OR HIGH DENSITY POLYETHYLENE (HDPE) UNLESS OTHERWISE NOTED.
 9. A PIPE LAYOUT SHOWING RISE FROM CENTER OF STRUCTURE OR TO END OF UTILITY ON THE PLAN IS SHOWN TO THE RIGHT OF THE RELEVANT FOOTPRINT. THE CONTRACTOR SHALL VERIFY THE LOCATION AND ELEVATION OF ALL UTILITIES, CONDUITS, AND STRUCTURES PRIOR TO CONSTRUCTION.
 10. ALL FIRE MAINS SHALL BE LOCATED 5 FEET BEHIND BACK OF CURB UNLESS OTHERWISE NOTED.
 11. ALL SANITARY SEWER AND CONDUITS SHALL BE IN ACCORDANCE WITH CITY STANDARDS AND SPECIFICATIONS FOR SANITARY SEWER AND CONDUITS UNLESS OTHERWISE NOTED. EXTRA DEPTH MAY BE REQUIRED TO MAINTAIN A MINIMUM OF 18" VERTICAL CLEARANCE TO SANITARY OR STORM SEWER LINES EXTRA DEPTH.
 12. A MINIMUM OF 18" VERTICAL CLEARANCE SHALL BE MAINTAINED TO ALL UTILITIES AND CONDUITS UNLESS OTHERWISE NOTED.
 13. ALL CONNECTIONS TO EXISTING UTILITIES SHALL BE IN ACCORDANCE WITH CITY STANDARDS AND SPECIFICATIONS FOR UTILITY CONNECTIONS UNLESS OTHERWISE NOTED.
 14. CONNECTIONS TO EXISTING STRUCTURES SHALL BE COORDINATED WITH THE MECHANICAL DEPARTMENT.
 15. COORDINATE INSTALLATION AND SCHEDULING OF THE INSTALLATION OF UTILITIES WITH ADJACENT CONTRACTORS AND CITY STAFF.
 16. ALL STREET OPENINGS AND PATIOWNS SHALL BE PROTECTED PER THE REQUIREMENTS OF THE CITY OF MINNEAPOLIS. ALL OPENINGS SHALL BE PROTECTED WITH CURBS AND SIDEWALKS. ALL OPENINGS SHALL BE PROTECTED WITH CURBS AND SIDEWALKS. ALL OPENINGS SHALL BE PROTECTED WITH CURBS AND SIDEWALKS. ALL OPENINGS SHALL BE PROTECTED WITH CURBS AND SIDEWALKS.
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 22. CONTRACTOR SHALL COORDINATE ALL WORK WITH PRIVATE UTILITY COMPANIES PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL VERIFY ALL UTILITIES INDICATED WITHIN THE BOUNDARIES OF CONSIDERATION OR VARIATIONS FROM THE PLANS THAT ARE SHOWN AS BEING SHOWN BY THE OWNER.
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- LEGEND:**
- MANHOLE OR GATE VALVE
 - GATE VALVE
 - FIRE MAIN
 - SANITARY SEWER
 - STORM SEWER
 - WATER MAIN



2 POLE BASE DETAIL
NO SCALE

1 SITE PHOTOMETRIC PLAN
1" = 20'-0"

LUMINAIRE SCHEDULE

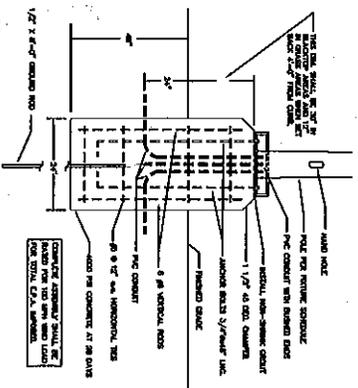
Symbol	Label	Qty	Category	Manufacturer	Model	Height	Beam Spread	Beam Angle	Notes
⊙	AA	2	Class-Broad	LED	1000	20	120°	100°	100'
⊙	BB	3	LED	1000	1000	100	120°	100°	100'
⊙	CC	1	LED	1000	1000	100	120°	100°	100'

STATISTICS

Item	Symbol	Qty	Unit	Notes
Class-Broad	AA	2	EA	1000
LED	BB	3	EA	1000
LED	CC	1	EA	1000
Hand Hole	HH	1	EA	1000
Guy Anchor	GA	4	EA	1000
Guy Wire	GW	4	EA	1000

LUMINAIRE LOCATIONS

Loc	Lat	Lon	Notes
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2	45.1234	-73.4567	
3	45.1234	-73.4567	
4	45.1234	-73.4567	
5	45.1234	-73.4567	
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8	45.1234	-73.4567	
9	45.1234	-73.4567	
10	45.1234	-73.4567	
11	45.1234	-73.4567	
12	45.1234	-73.4567	
13	45.1234	-73.4567	
14	45.1234	-73.4567	



NOT FOR CONSTRUCTION
01.05.2012

Venner Plaza Shoppes
1987 County Road D East, Moundville, Mississippi

PRELIMINARY: NOT FOR CONSTRUCTION

Site Photometric Plan

STEEN ENGINEERING, INC.
263-585-6742
263-585-6743 Fax
Email: steen@steeneng.com
5430 Douglas Drive North
Croydon, MN 55125

DJR ARCHITECTURE, INC.
333 Washington Ave N, Suite 310
Moundville, Mississippi 38961
601-276-2700 www.djr-arc.com

E000

DATE: 01.05.11
DRAWN BY: AA
CHECKED BY: GNV

CLIENT: VENNERS PLAZA SHOPPES
1987 COUNTY ROAD D EAST
MOUNDVILLE, MS 38961

CONTRACTOR: STRUCTURAL

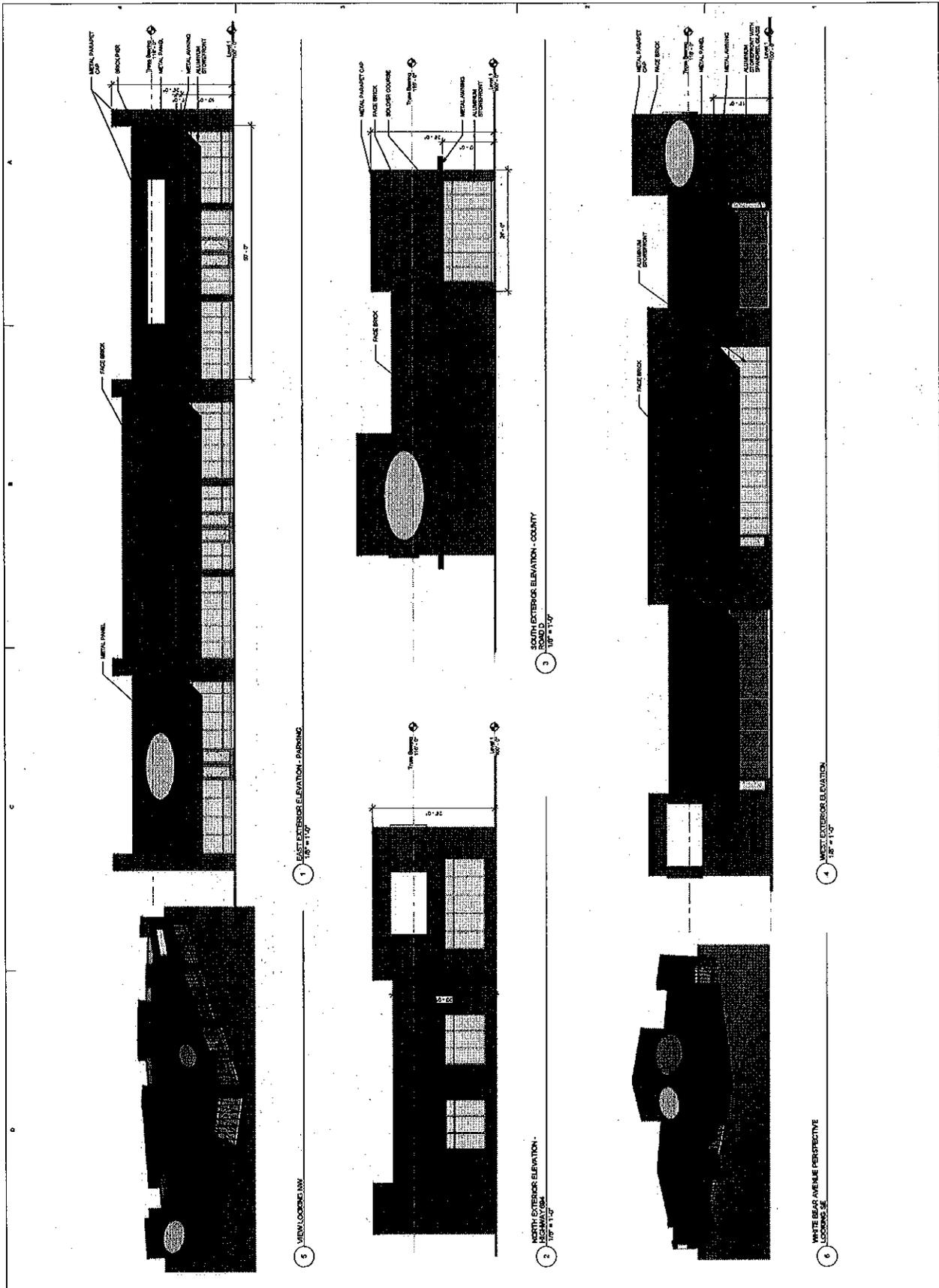
SCALE: SITE GROUP
20' HORIZONTAL SCALE
1" = 20' HORIZONTAL SCALE

A200

DJR ARCHITECTURE, INC.

Verner Plaza Shoppes
 PRELIMINARY - NOT FOR CONSTRUCTION
 1000 Broadway, Suite 1100, New York, NY 10018
 212.693.1100
 DATE: 01.11.11
 DRAWN BY: M.P.
 CHECKED BY: J.B.
 CONTRACTOR:

Exterior Elevations



Engineering Plan Review

PROJECT: Venner Plaza Shoppes (1987 Co Rd D)
PROJECT NO: 11-29
COMMENTS BY: Steve Kummer, P.E. – Staff Engineer

DATE: 2-9-2012

PLAN SET: Preliminary Plans

REPORTS: Storm Water Management Report 1-4-12

The Applicant is proposing to redevelop the current 1.18-acre BP Service Station site at 1987 Co Rd D into a 3-tenant retail building with a total floor area of approximately 11,000 square feet. Improvements to the site include new landscaping, a 56-stall parking lot and storm water treatment enhancements.

Request

The applicant is requesting design review and a code amendment for the building setback from the rear property line. This does not constitute a final review of the plans, as the applicant will need to submit construction documents for final review, easement documents and ratified agreements prior to issuing building and grading permits.

The scope of this review includes aspects of site design including, but not limited to, geometrics, paving, grading, utilities, and temporary sediment and erosion control. The scope of the review also includes all aspects of storm water management. The comments contained herein are to be addressed by the applicant. The applicant must fully comply with storm water regulations associated with this site and perform the analyses necessary to assure full compliance.

Engineering staff has reviewed impacts to traffic operations in the area of County Road D east of White Bear Avenue.

The following are Engineering review comments on the design review, and act as conditions prior to issuing demolition, grading, sewer, and building permits:

Drainage and Stormwater Management

- 1) The applicant is proposing infiltration for the rain gardens. An infiltration test with City or Watershed District observation is required on site.
- 2) Submit specifications and sequencing for the proposed rain garden construction such that impacts to the basin bottom do not affect the infiltration capability of the soils.

- 3) Model the rain garden outlets routing the horizontal orifice through a culvert.
- 4) Applicant shall model secondary outflow (EOF) from Rain Garden 2.
- 5) 4:1 maximum allowable slopes within rain gardens.
- 6) Install catch basin structure to capture inflow from parking lot into Rain Garden 1 in lieu of a rip-rap lined swale. Outfall shall outlet at bottom elevation of basin.
- 7) Provide alternative for rip-rap EOF from Rain Garden 2.
- 8) Provide method of pre-treatment of runoff into rain gardens such as grass strips, swales, sumped catch basins or other methods of capturing large debris prior to discharge into the basins.
- 9) Provide one soil boring per rain garden to support soils infiltration assumptions for infiltration.
- 10) Provide drawdown computations for the ponding areas based on infiltration tests. Pond drawdown time shall not exceed 72 hours.
- 11) Provide 100-year HWL on plans for both rain gardens.

Suspected Soil Contamination

- 12) Petroleum-contaminated soils on this site are suspected. Applicant shall submit Phase I and Phase II studies, provide narrative on site soil remediation means and methods, and address storm water infiltration restrictions on site due to contaminated soils.

Grading and Retaining Walls

- 13) Graded embankments shall not exceed 3:1. This includes the rain gardens.
- 14) A structural analysis of the existing westerly retaining wall is required if surcharge fill is placed or soils disturbance occurs within a distance of two (2) times the height of the upslope side of the wall.
- 15) Applicant shall submit shop drawings for the retaining walls on site. No tiebacks or structural fill associated with the northeast retaining wall is allowed on the adjacent property or Mn/DOT right-of-way unless both temporary and permanent easement rights or agreements are obtained, with executed copies of said easements or agreements submitted to the City.

- 16) Contact Virginia Gaynor with the Maplewood Parks and Recreation department regarding the rain garden grading and proposed seeding as well as any restoration activities that will occur on the westerly embankment.
- 17) Provide grades for the proposed handicap ramps through the driveway entrance.

Utilities

- 18) Align FES 5 outfall to at least a 45-degree angle relative to ditch flow line.
- 19) Flatten slope of pipe run from CB4 to FES 5 such that flow velocities are less than 4 feet/second.
- 20) Provide rip-rap and flared-end section outfall design detail.
- 21) Provide manhole and catch basin construction details.
- 22) Provide details for construction of connection to existing sanitary sewer service.
- 23) Provide fixture unit design computations for connection to existing sanitary sewer service.
- 24) Utility cuts into County Road D or White Bear Avenue are not allowed.
- 25) Consider the installation of an underdrain and filter for the southwest rain garden (see under Domestic and Auto Fire Water Service).

Other

- 26) Applicant shall submit cash escrow or letter of credit amounting to 125% of the value of the proposed parking lot grading and final stabilization work.
- 27) The developer shall submit a copy of the MPCA's construction stormwater permit (SWPPP) to the city before the city will issue a grading permit for this project.
- 28) The Owner shall satisfy all requirements of all permitting and reviewing agencies including MnDOT, MPCA and RWMWD.
- 29) The Owner shall enter into a developer agreement, prepared by the City. The agreement shall include maintenance of storm water BMP's as well as stipulations associated with a proposed water utility public improvement benefiting the property.

Domestic and Auto-Fire Water Service

As part of the White Bear Avenue/County Road D Improvement, owners and tenants along the corridors were solicited for upgrading water services. A letter was mailed to property owners and tenants on 4/2/2010 specifically discussing service upgrades if redevelopment was anticipated.

The proposed utility plan shows a new water line connecting into County Road D. This connection will not be permitted as it will disturb the new concrete pavement. The applicant shall comply with the following conditions:

- Dedicate a drainage and utility easement along the south property line to a width dimensioned from the property line to a line 30 feet north by a length from the westerly to easterly line of the property. The applicant shall prepare the easement description, exhibit and coordinate the necessary dedication and recording of the document. This is to occur by no later than mid-April of 2012 in order to facilitate the extension of the water main and services under the umbrella of the County's existing contract with Eureka Construction for the White Bear Avenue project. The City and its project partners will facilitate the design and construction of the water main and water service extension to the site.
- The Developer will be required to pay a portion of the costs commensurate with the cost that it otherwise would have had to pay for the new water service/ripping up the new concrete/ and fully rebuilding building curb to curb. This amount is likely to be in the range of \$40,000. This cost can be paid at time of building permit application.
- Dedicate a drainage and utility easement along the west property line to a width dimensioned from the property line to a line 10 feet east by a length from the northerly to southerly line of the property. The applicant shall prepare the easement description, exhibit and coordinate the necessary dedication and recording of the document.
- Understand that the setback requirements will continue to be based on the current legal property line and not current, revised or proposed drainage and utility easement lines.
- The Owner shall enter into a developer agreement, prepared by the City. The agreement shall include maintenance of storm water BMP's as well as stipulations associated with a proposed water utility public improvement benefiting the property.

Should the applicant require a certificate of occupancy prior to the completion of the public utility work, the applicant may connect onto the existing domestic water service to the site. However, once the public portion of the project is deemed complete and water service is available, the applicant must connect the building auto-fire service to the new main within 30 days of availability.

Geometrics and Traffic

City staff, with the assistance of Kimley-Horn and Associates, the Engineer-of-Record for the White Bear Avenue improvements, reviewed the traffic operations associated with the driveway access and new development. Following are summary findings:

- The applicant is proposing to eliminate the existing westerly access from County Road D and utilize the existing eastern access. The consolidation of the access points will reduce the amount of conflict points on County Road D. However, the eastern access point currently does not allow eastbound left turns into the property to pull out of the through lanes.
- The potential exists for queuing on westbound County Road D to block the driveway entrance for eastbound left turns. Because of the lack of left turn storage for the eastern driveway entrance, blockage of the eastbound thru-lane on County Road D may ensue, creating a potential hazard and operational deficiency. Since most vehicles visit the site from White Bear Avenue, it is possible that this deficiency has a 50% chance of occurring during peak periods.
- According to the ITE Trip Generation Manual, the potential PM peak trip generation potential for the existing use (BP Service Station) is 167 trips. The proposed use trip generation potential is 48 trips -- or just less than 1/3rd the current use.

Requirement: Based on staff review of the traffic and queuing analysis, staff requires that the driveway entrance be moved to align with the eastern parking aisle closest to the existing Perkins property. Staff finds it prudent relative to future traffic volumes and intersection queuing to provide as much length of storage as possible for left turns entering the site from County Road D.



Minnesota Department of Transportation
 Metropolitan District
 Waters Edge Building
 1500 County Road B2 West
 Roseville, MN 55113

February 6, 2012

Michael Martin, AICP
 City of Maplewood
 1830 County Road B East
 Maplewood, MN 55109

SUBJECT: Vinas Retail Center Site Plan Mn/DOT Review #S12-002
 SE Quadrant of I-694 and White Bear Avenue
 Maplewood, Ramsey County
 Control Section 6286

Dear Mr. Martin:

Thank you for the opportunity to review the Vinas Retail Center Site Plan. Mn/DOT has reviewed the plan and has the following comments:

Water Resources:

Due to the current configuration of the drainage outlet in the northeast corner of the property, a Mn/DOT drainage permit is required. To eliminate the need for a Mn/DOT drainage permit, the drainage can be redirected to the inlet structures at the parking island. From there, the drainage can either flow into the southwest rain garden or be piped directly to the southeast rain garden.

If a drainage permit is pursued, please provide the following:

1. A grading plan of the existing & proposed project,
2. Drainage area maps for the proposed project, showing both existing and proposed drainage areas and flows (with flow arrows),
3. Hydrologic, and hydraulic computations/modeling before and after proposed reconstructions (ie., Hydro-CAD input assumptions, calibration data, results for 10, 50, and 100 year storm events), and
4. An electronic copy of any computer modeling used for the hydraulic computations.

Direct any questions regarding drainage to Richard Cady of Mn/DOT Water Resources at (651) 234-7524.

Permits:

Any use of or work within or affecting Mn/DOT right of way requires a permit. In addition to a possible drainage permit, an access permit and possibly a utilities permit will be needed. Permit forms are available from Mn/DOT's utility website at <http://www.dot.state.mn.us/utility/>. Please include one 11 x 17 plan set and one full size plan set with each permit application. Each application has specific requirements, please be aware of the above drainage permit

requirements. Direct any questions regarding permit requirements to Buck Craig (651-234-7911) of Mn/DOT's Metro Permits Section.

Review Submittal Options:

Mn/DOT's goal is to complete the review of plans within 30 days. Submittals sent in electronically can usually be turned around faster. There are four submittal options. Please submit either:

1. One (1) electronic pdf version of the plans. Mn/DOT can accept the plans via e-mail at metrodevreviews.dot@state.mn.us provided that each separate e-mail is less than 20 megabytes.
2. Three (3) sets of full size plans. Submitting seven sets of full size plans will expedite the review process. Plans can be sent to:
Mn/DOT – Metro District Planning Section
Development Reviews Coordinator
1500 West County Road B-2
Roseville, MN 55113
3. One (1) compact disk.
4. Plans can also be submitted to Mn/DOT's External FTP Site. Please send files to: <ftp://ftp2.dot.state.mn.us/pub/incoming/MetroWatersEdge/Planning> Internet Explorer may work using the ftp so please use an FTP Client or your Windows Explorer (My Computer). Also, please send a note to metrodevreviews.dot@state.mn.us indicating that the plans have been submitted on the FTP site.

If you have any questions regarding this review please feel free to contact me at (651) 234-7794.

Sincerely,



Molly McCartney
Sr. Transportation Planner

Copy:

Sheldon Berg, AIA, LEED AP
Associate
DJR Architecture, Inc.
333 Washington Avenue North, Suite 210 Union Plaza,
Minneapolis, MN 55401
sberg@djri-inc.com

Copy Via E-Mail:

Lee Williams, Right-of-Way
Jennie Read, Area Engineer
Nancy Jacobson, Design
Gayle Gedstad, Traffic

Clare Lackey, Traffic
Scott Carlstrom, Water Resources
Richard Cady, Water Resources
Buck Craig, Permits
Tod Sherman, Planning
Ann Braden, Metropolitan Council

Rain Garden Planting Review

PROJECT: Venner Plaza Shoppes (1987 Co Rd D)

PROJECT NO: 11-29

REVIEWER: Ginny Gaynor, Natural Resources Coordinator
651-249-2416, Virginia.gaynor@ci.maplewood.mn.us

DATE: 2-14-2012

PLAN SET: Preliminary Plans

This project redevelops the 1.8-acre BP Service Station site into a 3-tenant retail building. Maplewood's engineer commented on rain garden slopes, riprap, inlets, and other issues related to the rain gardens. This review is limited to the rain garden planting plan.

The city requires that rain gardens be planted, not seeded. If the rain gardens exceed 5000 square feet, we work with the designer to do a combination of plants and seed, but a minimum of 5000 square feet should be plants. It does not appear that the rain gardens on this project exceed 5000 square feet.

Please submit a complete landscape planting plan for each rain garden.

1. The plan should take into consideration the engineer's comments regarding rain garden slopes, riprap, and inlets.
2. Plant selection. Species shall be appropriate for soil moisture conditions. The plantings can be native and/or non-native plants and include trees, shrubs, and/or perennials. Please avoid including miscanthus grass as we are concerned about the potential invasiveness of this grass.
3. The plan shall indicate species, container size, spacing, and quantity. Perennials will ideally be in #1 containers. Native prairie plants may be in 4" pots, but at this size would need to be planted closer (typically 16"-18" if in mixed planting). If the design calls for a mixed prairie planting, the ratio of grass:forb should be included with a species list.
4. The garden should be mulched with shredded hard wood mulch.
5. You may want to include boulders or rock near the inlet or elsewhere in the garden. Riprap should not be used.
6. These will be fairly large gardens to maintain so we encourage you to design the gardens to keep maintenance as low as possible. Shrub massings, if natural shapes are encouraged, can be very low maintenance. A mix of native prairie grasses and flowers is low maintenance after the first year or two. There are several new large rain gardens at the Maplewood Mall that are relatively low-maintenance, which may provide design ideas.
7. Please include a note on the plans regarding first year establishment needs.

8. A black vinyl fence is proposed for the north side of rain garden 2. Because the fence is immediately adjacent to a walkway, and in a very prominent area visually, it should be ornamental rather than vinyl-coated chain link. Depending on how the slope and boulder wall is handled, a fence may or may not be necessary.

Please do not hesitate to call to discuss the above. The city is open to considering the latest ideas in rain garden design.

February 23, 2012

Re: Venner Plaza Shoppes
 1987 County Road D East
 Maplewood, MN

Request for Variance

DJR Architecture and WBA 1200, LLC are requesting a building setback variance from the required 30'-0" to a 10'-0" setback at the north side of the property at the lot line adjoining the I-694 right of way. The setback is intended to provide an area for increasing right of ways, plantings, and setbacks for a suburban condition predicated on an automobile centric society. In the case of a highway, this ROW has been accounted for in the development in the highway's ROW dimensions. In addition to the findings to the mandated questions, DJR requests that this setback requirement be reduced to 10'-0" for the following reasons:

- The setback will allow greater utilization of existing properties. In land-locked communities with a growing populations and density of land use, maximizing the utilization of current land is important for future development.
- The setback is redundant adjacent to federal highways which in their design accommodate all necessary utility and drainage requirements for their use.
- Utility access is via city and county roadways, therefore the setback adjacent to federal highways is not necessary for utility access.
- Visually, the highways are expansive in their ROW scale. Allowing the property to gain more use of their site closer to the highway will lessen the scale of the highway for pedestrians.

Listed below are our Responses to the specific hardships encountered on this property. Responses are in **bold underline text**

(1) Strict enforcement of the City ordinances would cause undue hardship because of circumstances unique to your property. Undue hardship means that:

(a) You cannot put your property to a reasonable use under City ordinances.

The site cannot be put to a reasonable use due the restrictions in the location for a vehicular entry to the site from County Road D and the trapezoidal shape of the site. A traffic study was completed for the area as a part of the road reconstruction. The traffic study indicated access would be hindered due to stacking at the traffic light at intersection with White Bear Avenue in the westbound direction and highly recommended locating the entry on the east side. Pushing the entry to the east side of the site hinders the ability of the project to reasonably develop the site. The proposed building could have fit on the eastern side of the site if access were allowed closer to the intersection. Therefore relocating the building to the west side of the site and the shape of the property would limit its development as the width of the site narrows toward the west end of the property facing White Bear Avenue.

(b) Your problem is due to circumstances unique to your property, that you did not cause.

The shape of the property and the traffic at the intersection are elements outside of our control. Responding to this condition, the developer wishes to work with the city to develop a plan that respects the current traffic patterns and enhances the neighborhood as a building on the street would, rather than a sea of parking at this prominent intersection.

(c) The variance would not alter the essential character of the area.

The variance requested would not alter the essential character of the area in that it only affects the northern side of the property opposite the highway right of way and essentially maintains a greater than 60 feet buffer from that entry ramp. The setbacks on the south (County Road D) and west (White Bear Avenue) are being maintained.

(2) The variance would be in keeping with the spirit and intent of the ordinance.

The variance is in keeping with the spirit of the ordinance in that a separation is still maintained from the ROW for the highway on-ramp. The ROW itself far exceeds the requirements for utility or grading work which might have to be completed by the highway department. The inclusion of a 30'-0" setback from the highway is redundant to the ROW and creates a under-utilized zone that is not beneficial to the community or landowners.

Sincerely,

DJR Architecture, Inc.

A handwritten signature in black ink, appearing to read 'Sheldon Berg', with a long horizontal stroke extending to the right.

Sheldon Berg
Associate

Cc: File

Variance Narrative_Findings

DRAFT
MINUTES OF THE MAPLEWOOD COMMUNITY DESIGN REVIEW BOARD
1830 COUNTY ROAD B EAST, MAPLEWOOD, MINNESOTA
TUESDAY, FEBRUARY 28, 2012

6. DESIGN REVIEW

b. Venner Plaza Shoppes – Design review and building setback variance, 1987 County Road D East

- i. Planner, Michael Martin gave the report on the Venner Plaza Shoppes for the design review and building setback variance.
- ii. Dean Dovolis, DJR Architecture, Inc. addressed and answered questions of the board.

Boardmember Shankar moved to approve the plans date-stamped January 17, 2012, for the Venner Plaza Shoppes retail building to be located at 1987 County Road D East. Approval is subject to the applicant doing the following: **Approve the plans date-stamped January 17, 2012, and building elevations and perspectives submitted for review February 28, 2012.** (changes to the motion are in bold and underlined).

- a. Repeat this review in two years if the city has not issued a building permit for this project.
- b. Prior to issuance of a grading or building permit, the applicant must submit to staff for approval the following items:
 - 1) Revised grading/drainage/utility/landscaping plans which comply with all city engineering department requirements as specified in the February 9, 2012, engineering report.
 - 2) Revised landscape plan showing the following:
 - a) Additional trees, shrubs and non-deciduous elements in the area between White Bear Avenue and the west side of the building.
 - b) Additional trees along County Road D East between the rainwater garden and driveway.
 - c) A wrought-iron fence located between the southwest rainwater garden and the building.
 - 3) Revised west elevation (White Bear Avenue) incorporating more design elements. This can be accomplished by the addition of true or false windows.
 - 4) Obtain a permit from Ramsey County for construction on county right-of-way for the driveway access, utility work, and sidewalk.
 - 5) Any watershed district approvals, as needed.

- 6) A cash escrow or an irrevocable letter or credit for all required exterior improvements. The amount shall be 150 percent of the cost of the work.
- c. Signage of the property is not part of the design review approval. Sign permits will need to be approved by staff for any and all signs.
 - d. The applicant shall complete the following before occupying the building:
 - 1) Replace any property irons removed because of this construction.
 - 2) Provide continuous concrete curb and gutter around the parking lot and driveways.
 - 3) Install all required landscaping and underground irrigation.
 - 4) Screen or paint the rooftop mechanical equipment to match the building color.
 - 5) Install all required outdoor lighting.
 - 6) Install employee only parking signs for the 10 spaces on the east side of the site.
 - e. If any required work is not done, the city may allow temporary occupancy if:
 - 1) The city determines that the work is not essential to the public health, safety or welfare.
 - 2) The above-required letter of credit or cash escrow is held by the City of Maplewood for all required exterior improvements. The owner or contractor shall complete any unfinished exterior improvements by June 1 if occupancy of the building is in the fall or winter, or within six weeks of occupancy of the building if occupancy is in the spring or summer.
 - f. All work shall follow the approved plans. The director of community development may approve minor changes.
 - g. **The applicant shall work with staff in enhancing the south elevation by providing banding to break up the large brick surface on that elevation.**

Boardmember Wise seconded the motion.

Ayes – All

The motion passed.

This goes to the planning commission March 20, 2012 and to the city council March 26, 2012.

VARIANCE RESOLUTION

WHEREAS, Sheldon Berg of DJR Architecture, representing WBA 1200, LLC, applied for a 20-foot building setback variance to build a retail shopping center building 10 feet from the Interstate 694 right-of-way.

WHEREAS, these variances apply to the property at 1987 County Road D East. The legal description is:

THE WESTERLY 250.00 FEET OF THE FOLLOWING DESCRIBED PROPERTY: THAT PART OF THE SOUTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 35, TOWNSHIP 30, RANGE 22, RAMSEY COUNTY, MINNESOTA, LYING NORTH OF THE NORTH RIGHT-OF-WAY LINE OF COUNTY ROAD D AND LYING SOUTHERLY OF THE SOUTHERLY RIGHT-OF-WAY LINE OF INTERSTATE HIGHWAY NO. 694 AND LYING EASTERLY RIGHT-OF-WAY LINE OF WHITE BEAR AVENUE, AS DESCRIBED IN NOTICE OF LIS PENDENS, FILED AS DOCUMENT NO. 1676468, ACCORDING TO THE GOVERNMENT SURVEY THEREOF.

WHEREAS, Section 44-20(6)(a) requires that buildings be setback 30 feet from street right-of-way.

WHEREAS, the applicant is proposing that their building have a 10 foot setback.

WHEREAS, this requires a variance of 20 feet.

WHEREAS, the history of this variance is as follows:

1. On February 28, 2012, the community design review board recommended that the city council approve this variance.
2. The planning commission held a public hearing on March 20, 2012. City staff published a notice in the Maplewood Review and sent notices to the surrounding property owners as required by law. The planning commission gave everyone at the hearing an opportunity to speak and present written statements. The council also considered reports and recommendations from the city staff. The planning commission recommended that the city council approve this variance.

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

- a. The lot shape makes it difficult to meet setback requirements because of its tapered shape.
- b. Approval of the building setback variance would be in harmony with the general purposes and intent of the ordinance because of the extremely wide highway boulevard.

- c. Approval of the building setback variance would be consistent with the city's comprehensive plan and would encourage the redevelopment of an aging commercial site.
- d. The applicant is proposing to use the property in a reasonable manner that would otherwise not be permitted by the city's building setback requirements. The plight of the landowner is due to circumstances unique to the property not created by the landowner and the variance will not alter the essential character of the locality.

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