

**PLEASE NOTE TIME CHANGE: The Listening Forum will be held from 6:00 p.m. to 6:30 p.m. At 6:30 p.m. a reception will be held for outgoing Councilmember Llanas.**

**AGENDA**  
**MAPLEWOOD CITY COUNCIL**  
7:00 P.M. Monday, October 22, 2012  
City Hall, Council Chambers  
Meeting No. 19-12

**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 October 08, 2012 City Council Meeting Minutes

**F. APPOINTMENTS AND PRESENTATIONS**

1. Declaration of the Week of October 22-28, 2012 as Minnesota Manufacturing Week in the City of Maplewood—Mary Schmidt Minnesota Department of Employment and Economic Development (DEED)
2. Resolution of Appreciation for Bill Schreiner, Environmental and Natural Resources Commission
3. Commissioner Reappointment
  - a. Planning Commission

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

1. Approval of Claims
2. Approval of a Resolution for a Temporary Gambling Permit for the Church of the Presentation of the Blessed Virgin Mary, 1725 Kennard Street
3. Approval of Resolution Approving the Terms of Interfund Loan in Connection with Proposed Tax Increment Financing District
4. Conditional Use Permit Review, Rolling Hills Manufactured Home Park, 1316 Pearson Drive
5. Conditional Use Permit Review, Xcel Substation, 1480 County Road D
6. Consider Acceptance of Grants for Edgerton #10 (Tom Kelly Field) and Approval to Go Ahead with the Project
7. Approval of the BP Agreement and Easement for Hazelwood Street and County Road D East Property
8. Approval of MN/DOT Limited Use Permit for Trail along County Road B, TH 36/English Street Interchange Improvements, City Project 09-08

9. Approval of Roadway Easements for City Owned Parcels, TH 36/English Street Interchange Improvements, City Project 09-08
10. Approval of Resolution Directing Modification of Existing Construction Contract, Change Order No. 1, 2012 Mill and Overlays, Project 11-15
11. Approval of Resolution Directing Modification of Existing Construction Contract, Change Order No. 1, Gladstone Area Phase I Bid Package 2 Improvements
12. Approval to Proceed, Lift Station No. 14 Rehabilitation, City Project 12-13
13. Approval of a Cooperative Agreement with Ramsey County, TH 36/English Street Interchange Improvements, City Project 09-08
14. Approval of Utility Billing and Collection Services Agreement with Board of Water Commissioners of the City of Saint Paul

#### **H. PUBLIC HEARINGS**

None

#### **I. UNFINISHED BUSINESS**

1. 2013 Charitable Gambling—Approval of Awards

#### **J. NEW BUSINESS**

1. Consider Approval of Fish Creek Master Plan
2. Men's Wearhouse, Maplewood Mall Comprehensive Sign Plan Amendment, 3001 White Bear Avenue
3. MnDOT I-35E MnPASS Improvements, Project 11-02, Call for Municipal Consent - Public Hearing December 10, 2012

#### **K. AWARD OF BIDS**

None

#### **L. ADMINISTRATIVE PRESENTATIONS**

1. Response to Council Member Cardinal's Questions Submitted at the October 8, 2012 Council Meeting
2. Cancellation of the December 24, 2012 City Council Meeting

#### **M. COUNCIL PRESENTATIONS**

None

#### **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, October 8, 2012  
 Council Chambers, City Hall  
 Meeting No. 18-12

**A. CALL TO ORDER**

A meeting of the City Council was held in the City Hall Council Chambers and was called to order at 7:03 p.m. by Mayor Rossbach.

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

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

**D. APPROVAL OF AGENDA**

The following items were added to the agenda:

- M1 City Clean-Up
- M2 Voter ID Forum
- M3 Ramsey/Washington Counties Cable Commission

Councilmember Juenemann moved to approve the agenda as amended.

Seconded by Councilmember Koppen                      Ayes – All

The motion passed.

**E. APPROVAL OF MINUTES****1. Approval of September 24, 2012 City Council Workshop Minutes**

Councilmember Juenemann moved to approve the September 24, 2012 City Council Workshop Minutes as submitted.

Seconded by Councilmember Koppen                      Ayes – All

The motion passed.

**2. Approval of September 24, 2012 City Council Meeting Minutes**

Change item F1 Award Recognition for Maplewood's Participation in the EMS Immediate Trial Study to read Dr. Aaron Burnett, Regions Hospital.

Councilmember Llanas moved to approve the September 24, 2012 City Council Meeting Minutes as amended.

Seconded by Councilmember Juenemann                      Ayes – All

The motion passed.

**F. APPOINTMENTS AND PRESENTATIONS**

**1. Resolution of Appreciation for Gary Pearson – Planning Commission and Housing & Redevelopment Authority**

Senior Planner Ekstrand presented the staff report.

Councilmember Juenemann moved to approve the Resolution of Appreciation for Gary Pearson, Planning Commission and Housing & Redevelopment Authority.

RESOLUTION 12-10-793  
JOINT RESOLUTION OF APPRECIATION

WHEREAS, Gary Pearson has been a member of the Maplewood Housing and Redevelopment Authority since November 13, 1989 and has served faithfully in that capacity; and

WHEREAS, Gary Pearson has been a member of the Maplewood Planning Commission since December 10, 1990 and has served faithfully in that capacity as well; and

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

WHEREAS, the membership of both commissions have appreciated the experience, insights and good judgment Gary has provided over these many years; and

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

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

Passed by the Maplewood City Council on October 8, 2012

Seconded by Councilmember Juenemann                      Ayes – All

The motion passed.

**G. CONSENT AGENDA**

Councilmember Juenemann requested agenda items G2 be highlighted and she had a question for G12.

Councilmember Juenemann moved to approve agenda items G1-G12.

Seconded by Councilmember Koppen                      Ayes – All

The motion passed.



WHEREAS, LivINN Hotels, Ltd., wishes to grant the City of Maplewood the following: 300 handcrafted wooden toy cars and trucks, and;

WHEREAS, LivINN Hotels, Ltd., has instructed that the City will be required to use the aforementioned for: distribution to children in the City of 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, 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 October 8, 2012.

Seconded by Councilmember Koppen Ayes – All

The motion passed.

### **3. Approval of 2012 Budget Transfers**

Councilmember Juenemann moved to approve the budget transfers and directed the Finance Manager to make budget adjustments if needed.

Seconded by Councilmember Koppen Ayes – All

The motion passed.

### **4. Approval of 2012 Budget Adjustments**

Councilmember Juenemann moved to approve the Finance Manager revise the 2012 budget to reflect the 2012 re-estimates for accounts that are included in the proposed 2013 budget.

Seconded by Councilmember Koppen Ayes – All

The motion passed.

### **5. Approval of Closure of Open Space Land Acquisition Fund**

Councilmember Juenemann moved to authorize a transfer of \$37,333.88 from the Open Space Land Acquisition Fund to the Park Development Fund, close the Open Space Fund, and approve the appropriate budget changes.

Seconded by Councilmember Koppen Ayes – All

The motion passed.

### **6. Approval of Annual Maplewood Historical Society Payment**

Councilmember Juenemann moved to approve the 2012 payment of \$2,000.00 to the Maplewood Historical Society.

Seconded by Councilmember Koppen

Ayes – All

The motion passed.

**7. Approval Temporary Gambling Permit and Fee Waiver – Friends of the Mississippi River for the Fish Creek Affair**

Councilmember Juenemann moved to approve the Resolution for a Temporary Gambling Permit for Friends of the Mississippi and approve the Fee Waiver for the Temporary Gambling Permit.

RESOLUTION 12-10-795

BE IT HEREBY RESOLVED, by the City Council of Maplewood, Minnesota, that the temporary premises permit for lawful gambling is approved for Friends of the Mississippi 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.

Seconded by Councilmember Koppen

Ayes – All

The motion passed.

**8. Approval of Resolution Certifying Election Judges for the November 6, 2012 General Federal and State Election**

Councilmember Juenemann moved to approve the Resolution Certifying Election Judges for the November 6, 2012 General Federal and State Election.

RESOLUTION 12-10-796  
ACCEPTING ELECTION JUDGES

RESOLVED, that the City Council of Maplewood, Minnesota, accepts the following list of Election Judges for the 2012 General Election to be held on Tuesday, November 6, 2012.

Ahl, Chuck  
Ahrens, Fran  
Aikens, Meridith  
Allen, Jim  
Anderson, Elsie  
Anderson, Nancy  
Anderson, Suzanne  
Ansari, Ahsan  
Arnold, Ajla  
Aurandt, Robert

Bartelt, Joan  
Bedor, David  
Beggs, Regan  
Behr, Jeanette  
Behr, Nancy  
Belland, Jaime  
Berry, Robert (Bud)  
Bierbaum, Al  
Bjorklund, Diane  
Bolden, Donita

Bolduan, Kay  
Booher, Michele  
Bork, Anna  
Bortz, Albert  
Bortz, Jeanne  
Brandon, Richard  
Brandon, Virginia  
Bruner, Deborah  
Bryan, Betty  
Bunkowske, Bernice

Campbell, Lilia  
Campbell, Thomas  
Carle, Jeanette  
Carson, Helen  
Casserly, Debra  
Christianson, Margorie  
Combe, Edward  
Connelly, Thomas  
Coyle, Jim  
Coyle, Rose  
Cude, Carol  
Cude, Larry  
D'Arcio, India  
DeBernardi, Nancy  
Demko, Fred  
DeZelar, Phil  
Dickson, Helen Jean  
Dittli, Albin  
Dougherty, Tom  
Droeger, Diane  
Duellman, Audrey  
Dunham, Bob  
Eickhoff, Carolyn  
Erickson, Elizabeth  
Ewald, Jeanne  
Fernholz, Jean  
Finch, Michael  
Finch, Roberta  
Fitzgerald, Delores  
Fosburgh, Anne  
Fowler, Cynthia  
Franzen, Nick  
Freer, Mary Jo  
Friedlein, Charlene  
Friedlein, Richard  
Fuller, Mary Katherine  
Gaboury, Shirley  
Galligher, Patricia  
Garrison, Carolyn Ann  
Garvey, Terrence  
Gebauer, Victor  
Gerlach, Barbara  
Gerten, John  
Gerten, Judy  
Glissendorf, Sue  
Golaski, Diane  
Grace, Joanne  
Granse, Barbara  
Gravink, Barb  
Gudknecht, Jamie  
Gustafson, Dianne  
Guthrie, Rosie  
Hafner, Michael  
Hahn, Vonna  
Hanson, Joan  
Hart, Barbara  
Heininger, Gordon  
Hervig, Cindy  
Hinnenkamp, Gary  
Hitzman, Harold  
Hulet, Jeanette  
Hulet, Robert  
Huth, Patricia  
Huth, Raymond

Inhofer, Mary Claire  
Jago, Carole  
Jahn, David  
Jensen, Robert  
Johannessen, Judith  
Johansen, Kathleen  
Johnson, Warren  
Jones, Shirley  
Jurmu, Joyce  
Kapfer, Deb  
Karner, Ann  
Kipka, Judy  
Kirchoff, Harold  
Kliethermes, Jami  
Knutson, Lois  
Kramer, Dennis  
Krebsbach, Jean  
Kreger, Jason  
Kwapick, Jackie  
Labossiere, Donna  
Lackner, Marvella  
Lampe, Charlotte  
Larson, Michelle  
Lauren, Lorraine  
LaValle, Faylene  
Lawrence, Donna  
Layer, Stephanie  
Layer, Tom  
Leiter, Barbara  
Leonard, Claudette  
Lincowski, Steve  
Lincowski, Vi  
Liptak, Marianne  
Lockwood, Jackie  
Loipersbeck, Darlene  
Loipersbeck, Jules  
Mahowald, Valerie  
Mahre, Jeri  
Mammenga II, Donald  
Manthey, John  
Maskrey, Thomas  
Mathy, Alana  
McCann, John  
McCarthy, Peggy  
McCauley, Judy  
Mechelke, Mary Lou  
Meister-Westermann, Jean  
Millette, James  
Moran, Joyce  
Moreno, Marlene  
Mortenson, Karen  
Muenchow, Mike  
Myster, Thomas  
Nelson, Percy  
Nettleton, Janet  
Newcomb, Mary  
Nichol, Jane  
Nichols, Miranda  
Nissen, Helen  
Norberg, Ann  
Noyes, Douglas  
O'Brien, D. William  
Olson, Anita  
Olson, Lois

Olson, Norman  
Olson, Sandy  
Oslund, Kathryn  
Parent, Dian  
Pedersen, Bernard  
Peper, Marilyn  
Pophem, Michael  
Putz, Shelly  
Renslow, Rita  
Rieper, Allan  
Rodriguez, Vincent  
Rubbert, Shirley  
Rudeen, Elaine  
Sagert, Chris  
Saltz, Rosalie  
Sandberg, Janet  
Sands, Warren  
Satriano, Pauline  
Sauer, Elmer  
Sauer, Kathleen  
Sawyer, Sharon  
Scharnott, Thomas  
Scheuble, RoJean  
Scheunemann, Marjorie  
Schluender, Cynthia  
Schneider, Mary Ann  
Schramel, Betty  
Schramel, Jim  
Schultz, Louise  
Seidel, Gloria  
Shankar, Ananth  
Shores, Teresa  
Skaar, Delaney  
Skaar, Steven  
Skaar, Susan  
Spangler, Bob  
Staffki, Tim  
Stenson, Karen  
Storm, Mary  
Stout, Carrie  
Strack, Joan  
Taylor, Lori  
Thomas, Jeff  
Thomforde, Faith  
Tourville, Michael  
Trippler, Dale  
Tschida, Micki  
Urbanski, Carolyn  
Urbanski, Holly  
Urbanski, William  
VanBlaricom, Beulah  
Vanek, Mary  
Wasmundt, Gayle  
Weinberg, Vicki  
Wessel, Warren  
Whitcomb, Larry  
Witschen, Delores  
Wolfgram, Dorothy  
Wood, Susan  
Yorkovich, Cindy  
Young, Linda  
Zawacki, James  
Zian, Helen  
Zipko, Leroy

Seconded by Councilmember Koppen

Ayes – All

The motion passed.

**9. Authorization to Enter into a Service Agreement with The Active Network**

Councilmember Juenemann moved to authorize to enter into a three year Service Agreement with The Active Network.

Seconded by Councilmember Koppen

Ayes – All

The motion passed.

**10. Approval of Permitted Facilities Agreement with BP Products North America Inc., Maplewood Mall Sidewalk Improvements, City Project 11-09**

Councilmember Juenemann moved to approve the Permitted Facilities Agreement with BP Products North America, Inc. for the Maplewood Mall Sidewalk Improvements, City Projects 11-09, and to direct the Mayor and City Manager to sign the agreement signifying the city council approval. Minor revisions as approved by the City Attorney are authorized as needed for the agreement.

Seconded by Councilmember Koppen

Ayes – All

The motion passed.

**11. Approval of Cost Participation Agreement with Ramsey-Washington Metro Watershed District, TH 36/English Street Interchange Improvements, City Project 09-08**

Councilmember Juenemann moved to approve the Cost Participation Agreement with the Ramsey-Washington Metro Watershed District as part of City Project 09-08, and to direct the Mayor and City Manager to sign the agreement signifying city council approval. Minor revisions as approved by the City Attorney are authorized as needed for the agreement.

Seconded by Councilmember Koppen

Ayes – All

The motion passed.

**12. Approval of the Annual Renewal License for EZ Cash Maplewood, LLC.**

City Clerk Guilfoile answered questions asked by Councilmember Juenemann.

Councilmember Juenemann moved to approve the renewal of the annual Currency Exchange License for EZ Cash Maplewood, LLC.

Seconded by Councilmember Koppen

Ayes – All

The motion passed.

**H. PUBLIC HEARING**

None

## I. UNFINISHED BUSINESS

### 1. Approval of Ordinance Amending Xcel Franchise Fees – 2<sup>nd</sup> Reading

City Attorney Kantrud presented the staff report and answered questions of the council. Assistant City Manager Ahl and Finance Manager Bauman presented additional information regarding the Xcel Franchise Fee.

Councilmember Juenemann moved to approve the Ordinance Amending Xcel Franchise Fees – Second Reading.

#### ORDINANCE NO. 926

AN ORDINANCE IMPLEMENTING AN ELECTRIC SERVICE FRANCHISE FEE ON NORTHERN STATES POWER COMPANY, A MINNESOTA CORPORATION, D/B/A XCEL ENERGY, ITS SUCCESSORS AND ASSIGNS, FOR PROVIDING ELECTRIC SERVICE WITHIN THE CITY OF MAPLEWOOD.

THE CITY COUNCIL OF THE CITY OF MAPLEWOOD DOES ORDAIN:

**SECTION 1.** The City of Maplewood Municipal Code is hereby amended to include reference to the following Special Ordinance.

**Subdivision 1. Purpose.** The Maplewood City Council has determined that it is in the best interest of the City to impose a franchise fee on those public utility companies that provide electric services within the City of Maplewood.

- (a) Pursuant to City Ordinance a Franchise Agreement between the City of Maplewood and Northern States Power Company, a Minnesota corporation, d/b/a Xcel Energy, its successors and assigns, the City has the right to impose a franchise fee on Northern States Power Company, a Minnesota corporation, d/b/a Xcel Energy, its successors and assigns, in an amount and fee design as set forth in Section 9 of the Northern States Power Company Franchise and in the fee schedule attached hereto as Schedule A.

**Subdivision 2. Franchise Fee Statement.** A franchise fee is hereby imposed on Northern States Power Company, a Minnesota Corporation, d/b/a Xcel Energy, its successors and assigns, under its electric franchise in accordance with the schedule attached here to and made a part of this Ordinance, commencing with the Xcel Energy January, 2013 billing month.

This fee is an account-based fee on each premise and not a meter-based fee. In the event that an entity covered by this ordinance has more than one meter at a single premise, but only one account, only one fee shall be assessed to that account. If a premise has two or more meters being billed at different rates, the Company may have an account for each rate classification, which will result in more than one franchise fee assessment for electric service to that premise. If the Company combines the rate classifications into a single account, the franchise fee assessed to the account will be the largest franchise fee applicable to a single rate classification for energy delivered to that premise. In the event any entities covered by this ordinance have more than one premise, each premise (address) shall be subject to the appropriate fee. In the event a question arises as to the proper fee amount for any premise, the Company's manner of billing for energy used at all similar premises in the city will control.

**Subdivision 3. Payment.** The said franchise fee shall be payable to the City in accordance



**2. Consider Resolution Adopting 2013 Rates for Utilities**

Finance Manager Bauman and Assistant City Manager Ahl presented the staff report and answered questions of the council.

Councilmember Juenemann moved to approve the Resolution adopting the 2013 Utility Rates.

RESOLUTION 12-10-797  
ADOPTION OF THE 2013 RATES FOR UTILITIES:  
SANITARY SEWER  
ENVIRONMENTAL UTILITY (STORM WATER)  
WATER SURCHARGE (ST PAUL)  
RECYCLING

WHEREAS, the City of Maplewood has established utility rates, and

WHEREAS, city staff has reviewed the utility rates.

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

1. The updated sanitary sewer rates with a 4% increase shall become effective beginning January 1, 2013, with fees set as follows:

St. Paul Billing District:

Rate per 100 cubic feet           \$ 2.94  
Minimum Charge (per quarter)   \$ 16.50

North St. Paul, Roseville, Little Canada and Woodbury Billing Districts:

Rate per 1,000 gals.           \$ 3.92  
Minimum Charge (per quarter)   \$ 16.50

2. The updated Environmental Utility Fund rates with a 10% increase shall become effective beginning January 1, 2013, with quarterly rates set at \$20.73 (\$6.91 per month).
3. The updated water surcharge rates for the St. Paul Water District shall become effective beginning January 1, 2013, with fees set as follows:  
  
6.5% of the St. Paul water charge.
4. The updated recycling fees with a 15% increase shall become effective beginning January 1, 2013, with fees set as follows:  
  
\$2.56 per account per month for multi-family units  
\$7.68 per account per quarter for single-family residents
5. The updated utility rates are approved for all related services received on or after January 1, 2013.
6. The rates shown will be reviewed by staff on an annual basis with recommendations for revisions brought to the city council for consideration.

Seconded by Councilmember Koppen

Ayes – All

The motion passed.

**3. Consider Recommendation of No Further Action on Reinforced Turf Parking Surfaces for Residential Parking Needs**

Senior Planner Ekstrand presented the staff report and answered questions of the council.

Councilmember Juenemann moved to take no further action on amending the Residential Parking Ordinance to allow Reinforced Turf Parking Surfaces.

Seconded by Councilmember Koppen

Ayes – All

The motion passed.

**K. AWARD OF BIDS**

None.

**L. ADMINISTRATIVE PRESENTATIONS**

**1. Response to Council Member Cardinal's Questions Submitted at the September 24, 2012 Council Meeting**

Assistant City Manager Ahl reported on the following:

- 1) Trash Rates through the end of 2013.
- 2) Allied Waste Services purchase of two new bio-diesel trucks.

Councilmember Cardinal requested the following two additional questions be answered by staff and reported at the next council meeting.

- 1) How many Maplewood trash carts were purchased?
- 2) Provide the distribution numbers by size to residents.

**M. COUNCIL PRESENTATIONS**

**1. City Clean-Up Day**

Councilmember Juenemann reminded residents that City Clean-Up Day will be held Saturday, October 13, 2012 from 8:00 a.m. to 1:00 p.m. at the Aldrich Arena. Hazardous waste will be collected from Ramsey County and Second Harvest will be there to collect food donations.

**2. Voter Forum**

Councilmember Llanas informed residents that the Maplewood Human Rights Commission in conjunction with the Roseville Human Rights Commission will be hosting a town hall meeting to focus on the Voter ID Amendment. The meeting will be held in the Council Chambers at Maplewood City Hall on Tuesday, October 9, 2012 from 7:00 p.m. to 9:00 p.m. Speakers include Dan McGrath from Protect My Vote; Carolyn Jackson from Minnesota ACLU; Mary Kiffmeyer from the Minnesota Legislature; and former Minnesota Governor Arne Carlson.

Councilmember Llanas also announced that the Maplewood and Roseville Human Rights Commissions will host a forum to discuss the Marriage Amendment that will be on the November 6<sup>th</sup> General Election ballot on Tuesday, October 23, 2012 from 7:00 p.m. to 9:00 p.m. at the Maplewood Community Center in the Banquet Room.

**3. Ramsey/Washington Counties Cable Commission**

Councilmember Cardinal congratulated the Ramsey/Washington Counties Cable Commission on receiving the Government Programming Award for Excellence in Government Programming Operating Budget \$200,000 to \$400,000 from the National Association of Telecommunication Officers and Advisors (NATOA).

**4. Trash Carts**

Councilmember Juenemann encouraged residents to contact their previous trash hauler to pick-up their trash cart if they have not yet been picked up.

**N. ADJOURNMENT**

Mayor Rossbach adjourned the meeting at 8:32 p.m.

DRAFT

## MEMORANDUM

TO: James Antonen, City Manager  
FROM: Michael Martin, AICP, Planner  
Charles Ahl, Assistant City Manager  
SUBJECT: **Declaration of the week of October 22-28, 2012 as Minnesota  
Manufacturers' Week in the city of Maplewood—Minnesota  
Department of Employment and Economic Development**  
DATE: October 16, 2012

### INTRODUCTION

October 22<sup>nd</sup> through the 28<sup>th</sup> is Manufacturers' Week in the state of Minnesota. The Minnesota Department of Employment and Economic Development (DEED) has asked the city of Maplewood consider recognizing the manufacturing companies within its borders.

### INTRODUCTION

The purpose of Minnesota Manufacturers' Week is to encourage communities, local and regional chambers of commerce, trade associations, companies and others to mark the week with special events and recognitions distinguishing the economic importance of this sector. Manufacturing contributes \$37 billion to Minnesota's economy each year, and produces the largest share of the state's gross domestic product. There are 63 manufacturing companies within Maplewood employing 486 people.

Attached to this memo is a proclamation declaring it Minnesota Manufacturers' Week in Maplewood.

### RECOMMENDATION

Adopt the attached proclamation declaring October 22<sup>nd</sup> through the 28<sup>th</sup> Minnesota Manufacturers' Week in Maplewood.

Attachments:

1. Minnesota Manufacturers' Week Proclamation

# CITY OF MAPLEWOOD PROCLAMATION

## MINNESOTA MANUFACTURERS' WEEK

**WHEREAS**, the manufacturing industry is a dynamic part of Minnesota's economy, and promotion of this sector's strength, success and high quality of life is an integral part of Minnesota's economic development strategy; and

**WHEREAS**, manufacturing provides high skill, high wage jobs, which significantly contribute to Minnesota's high standard of living and economic vitality; and

**WHEREAS**, Minnesota has 300,200 manufacturing jobs statewide or 14 percent of all private-sector jobs; and

**WHEREAS**, manufacturing contributes more than \$30 billion to the state economy and represents 17 percent of the Minnesota's gross domestic product; and

**WHEREAS**, manufacturing has the second-largest payroll of any business sector in the state, providing \$16.1 billion in 2009 wages; and

**WHEREAS**, the City of Maplewood has 63 manufacturing companies within its borders, employing 486 people.

**WHEREAS**, the City of Maplewood encourages the community, local and regional Chambers of Commerce, trade associations and individual companies to mark the week with special events recognizing the economic importance of the sector; and

**THEREFORE BE IT RESOLVED** that the City Council of the City of Maplewood does hereby proclaim that the week of October 22 – 28, 2012 shall be observed as:

**Minnesota Manufacturers' Week in the City of Maplewood,**

on this 22<sup>nd</sup> day of October, 2012

---

Will Rossbach, Mayor

ATTEST:

---

Karen Guilfoile, City Clerk

**MEMORANDUM**

TO: Jim Antonen, City Manager  
FROM: Shann Finwall, AICP, Environmental Planner  
SUBJECT: **Resolution of Appreciation for Bill Schreiner**  
DATE: October 17, 2012 for the October 22, 2012, City Council Meeting

**INTRODUCTION**

Bill Schreiner served as a Commissioner on the Environmental and Natural Resources Commission for four years and one month, from June 9, 2008 to July 1, 2012. Mr. Schreiner resigned from the Commission due to extensive travel in his consulting business.

**Committee Action**

On October 15, 2012, the Environmental and Natural Resources Commission recommended approval of a resolution of appreciation for Bill Schreiner (Attachment 1).

**RECOMMENDATION**

Approve the attached resolution of appreciation for Bill Schreiner for his years of service on the Environmental and Natural Resources Commission.

Attachment: Resolution of Appreciation

**RESOLUTION OF APPRECIATION**

***WHEREAS, Bill Schreiner has been a member of the Maplewood Environmental and Natural Resources Commission for four years and one month, serving from June 9, 2008 to July 1, 2012. Mr. Schreiner has served faithfully in those capacities; and***

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

***WHEREAS, Mr. Schreiner has freely given of his time and energy, without compensation, for the betterment of the City of Maplewood; and***

***WHEREAS, Mr. Schreiner has shown dedication to his duties and has consistently contributed his leadership and efforts for the benefit of the City.***

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

***Passed by the Maplewood  
City Council on October 22, 2012.***

---

***Will Rossbach, Mayor***

***Passed by the Maplewood  
Environmental and Natural Resources  
Commission on October 15, 2012.***

---

***Randee Edmundson,  
Chairperson***

***Attest:***

---

***Karen Guilfoile, City Clerk***

**AGENDA REPORT**

**TO:** James Antonen, City Manager  
**FROM:** Charles Ahl, Assistant City Manager  
Sarah Burlingame, Senior Administrative Assistant  
**SUBJECT: Commissioner Reappointment**  
**a. Planning Commission**

**DATE: October 17, 2012**

**INTRODUCTION**

Stephen Wensman was appointed to fill a vacancy on the Planning Commission on June 11, 2012. That term expires December 31, 2012. Because Stephen has only served a short time on the commission, and he has expressed an interest to continue serving on the joined Planning Commission and Community Design Review Board, staff recommends that the City Council reappointment Stephen Wensman to the joint Planning Commission. The term will expire to December 31, 2015.

**RECOMMENDATION**

Staff recommends the City Council pass the attached resolution to reappoint Stephen Wensman to the Planning Commission with a term to expire December 31, 2015.

Attachment

1. Resolution for Appointment

**RESOLUTION NO. \_\_\_\_\_  
RESOLUTION OF APPOINTMENT**

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

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

**Planning Commission**

- Stephen Wensman, term expires September 30<sup>th</sup>, 2015

**AGENDA REPORT**

**TO:** City Council  
**FROM:** Finance Manager  
**RE:** APPROVAL OF CLAIMS  
**DATE:** October 22, 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:

\$ 445,795.61	Checks # 88053 thru # 88105 dated 10/9/12 thru 10/15/12
\$ 994,006.10	Disbursements via debits to checking account dated 10/1/12 thru 10/4/12
\$ 375,142.50	Checks # 88106 thru # 88164 dated 10/9/12 thru 10/16
\$ 253,009.94	Disbursements via debits to checking account dated 10/9/12 thru 10/12/12
<u>\$ 2,067,954.15</u>	Total Accounts Payable

PAYROLL

\$ 506,065.71	Payroll Checks and Direct Deposits dated 10/12/12
\$ 1,604.30	Payroll Deduction check # 9987518 thru # 9987522 dated 10/12/12
<u>\$ 507,670.01</u>	Total Payroll
<u><u>\$ 2,575,624.16</u></u>	<b>GRAND TOTAL</b>

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**

10/05/2012

Check	Date	Vendor	Description	Amount	
88053	10/09/2012	00216	BRIGGS & MORGAN, P.A.	2012A BOND ISSUANCE COSTS	8,443.00
88054	10/09/2012	02396	SHANN FINWALL	REIMB FOR MILEAGE 7/23 - 9/27	49.95
88055	10/09/2012	03809	CASIE JACKSON	RED CROSS CLASS INSTRUCTION	112.00
88056	10/09/2012	02728	KIMLEY-HORN & ASSOCIATES INC	PROJ 11-14 PROF SRVS THRU 08/31	35,210.70
	10/09/2012	02728	KIMLEY-HORN & ASSOCIATES INC	PROJ 09-08 PROF SRVS THRU 08/31	31,063.30
	10/09/2012	02728	KIMLEY-HORN & ASSOCIATES INC	PROJ 04-21 PROF SRVS THRU 08/31	16,713.52
	10/09/2012	02728	KIMLEY-HORN & ASSOCIATES INC	PROJ 08-13 PROF SRVS THRU 08/31	13,483.68
88057	10/09/2012	04829	CHRISTIE PENN	REIMB FOR SUPPLIES 9/1 - 9/24	160.48
88058	10/09/2012	01337	RAMSEY COUNTY-PROP REC & REV	RECORDING FEES	138.00
88059	10/09/2012	01409	S.E.H.	PROJ 0908 ENGINEERING CONSULTING	39,526.89
	10/09/2012	01409	S.E.H.	PROJ 09-09 ENGINEERING CONSULTING	35,008.54
	10/09/2012	01409	S.E.H.	CITY HALL EXPANSION	5,392.47
	10/09/2012	01409	S.E.H.	PROJ 11-22ENGINEERING CONSULTING	4,355.83
	10/09/2012	01409	S.E.H.	ENGINEERING CONSULTING	3,800.00
	10/09/2012	01409	S.E.H.	FIRE STATION STUDY	3,774.73
	10/09/2012	01409	S.E.H.	ENGINEERING CONSULTING	1,779.54
88060	10/09/2012	01463	SISTER ROSALIND GEFRE	MCC MASSAGES AUG 16-31	793.00
	10/09/2012	01463	SISTER ROSALIND GEFRE	MCC MASSAGES SEPT 1-15	690.50
88061	10/09/2012	01546	SUBURBAN SPORTSWEAR	BLDG MAINT/BANQUET ROOM SHIRTS	146.00
88062	10/09/2012	01574	T.A. SCHIFSKY & SONS, INC	1100 TON 41 WEAR-	7,635.42
88063	10/09/2012	01190	XCEL ENERGY	ELECTRIC UTILITY	7,793.19
	10/09/2012	01190	XCEL ENERGY	ELECTRIC UTILITY	147.74
	10/09/2012	01190	XCEL ENERGY	ELECTRIC UTILITY	40.95
88064	10/09/2012	04848	AVESIS	MONTHLY PREMIUM - OCTOBER	236.44
88065	10/09/2012	00159	PAUL BARTZ	REIMB FOR UC JACKET 9/20	52.50
88066	10/09/2012	05102	REGAN M. BEGGS	REIMB FOR MILEAGE 8/6 - 9/27	227.00
88067	10/09/2012	03513	BRIAN BIERDEMAN	REIMB FOR K9 KENNEL	624.67
	10/09/2012	03513	BRIAN BIERDEMAN	REIMB FOR K9 LODGING	221.21
88068	10/09/2012	02929	CNAGLAC	LTC MONTHLY PREMIUM - OCTOBER	440.60
88069	10/09/2012	00333	THERESA CORCORAN	REIMB FOR MILEAGE & MEAL 9/18	77.61
88070	10/09/2012	00403	DISPUTE RESOLUTION CENTER	CHARITABLE GAMBLING	1,300.00
88071	10/09/2012	05028	ENERGY ALTERNATIVES SOLAR, LLC	SOLAR PANEL FENCING UPGRADE	1,610.00
88072	10/09/2012	02567	EVERGREEN LAND SERVICES	PROJ 09-08 APPRAISAL/ACQUISITION	997.21
88073	10/09/2012	02071	DAVID FISHER	REIMB FOR MEALS 9/12 - 13	22.93
88074	10/09/2012	00644	HEALTHPARTNERS	MONTHLY PREMIUM - OCTOBER	12,324.00
88075	10/09/2012	00682	RON HORWATH	REIMB FOR SUPPLIES-MAP KIOSK/INFO	136.57
88076	10/09/2012	01605	IFP TEST SERVICES INC	PSYCHOLOGICAL EVALUATION	475.00
88077	10/09/2012	04900	LASTING IMPRESSIONS BY AMY LLC	DRAPING BANQUET ROOM SEPT 15	600.00
	10/09/2012	04900	LASTING IMPRESSIONS BY AMY LLC	CEILING DRAPING MCC SPET 29	600.00
	10/09/2012	04900	LASTING IMPRESSIONS BY AMY LLC	DRAPING BANQUET ROOM SEPT 22	500.00
88078	10/09/2012	00891	M A M A	MAMA MEETING 06/14	20.00
	10/09/2012	00891	M A M A	MAMA MEETING 08/09	20.00
	10/09/2012	00891	M A M A	MAMA MEETING 09/13	20.00
88079	10/09/2012	02336	M A TAYLOR INC	FITNESS CONSULTANT SRVS - 3RD QTR	1,100.00
88080	10/09/2012	00942	MARSDEN BLDG MAINTENANCE CO	JANITORIAL SERVICES - SEPT	6,386.85
88081	10/09/2012	03818	MEDICA	MONTHLY PREMIUM - OCTOBER	163,599.96
88082	10/09/2012	04193	MIDAMERICA AUCTIONS	FORFEITED VEHICLE STORAGE - SEPT	2,250.00
88083	10/09/2012	05104	MINNESOTA DEPT OF HEALTH	WELL MAINT PERMIT CITY DUMP SITE	50.00
	10/09/2012	05104	MINNESOTA DEPT OF HEALTH	WELL MAINT PERMIT CITY DUMP SITE	50.00
	10/09/2012	05104	MINNESOTA DEPT OF HEALTH	WELL MAINT PERMIT CITY DUMP SITE	50.00
88084	10/09/2012	03886	MINNESOTA SECRETARY OF STATE	NOTARY COMMISSION AP-AJLA ARNOLD	120.00
88085	10/09/2012	01085	MN LIFE INSURANCE	MONTHLY PREMIUM - OCTOBER	2,836.55
88086	10/09/2012	01088	MN POLLUTION CONTROL AGENCY	MPCA PLAN REVIEW/APPROVAL	750.00
88087	10/09/2012	01126	NCPERS MINNESOTA	MONTHLY PREMIUM - OCTOBER	480.00
88088	10/09/2012	02175	AMY NIVEN	REIMB FOR MILEAGE - SEPT	14.99
88089	10/09/2012	00001	ONE TIME VENDOR	REFUND CIGNA - TRANS MEDIC	597.66
88090	10/09/2012	00001	ONE TIME VENDOR	REFUND C HAWTHOREN MNRR PMT	543.68
88091	10/09/2012	00001	ONE TIME VENDOR	REIMB R CREAGER MILEAGE & MEALS	250.50
88092	10/09/2012	00001	ONE TIME VENDOR	REFUND H PANKONIN MEDICA BENEFIT	100.00
88093	10/09/2012	00001	ONE TIME VENDOR	REIMB S SPARBY - TREE REBATE	59.88
88094	10/09/2012	00001	ONE TIME VENDOR	REFUND A BEASLEY MEMBERSHIP DIFF	25.71
88095	10/09/2012	00001	ONE TIME VENDOR	REFUND J CAIN MEDICA BENEFIT	20.00
88096	10/09/2012	03446	RICK JOHNSON DEER & BEAVER INC	DEER PICKUP - SEPT	345.00

88097	10/09/2012	03879	SANSIO	EMS FEES - OCTOBER	577.08
88098	10/09/2012	01455	MICHAEL SHORTREED	SECURITY OFFICER FOR MCC SEPT 8	140.00
88099	10/09/2012	00198	ST. PAUL REGIONAL WATER SRVS	WATER UTILITY	8,182.48
	10/09/2012	00198	ST. PAUL REGIONAL WATER SRVS	KENNARD IRRIGATION	39.38
88100	10/09/2012	01536	STRAUSS SKATES & BICYCLES	SHIRTS FOR FALL SOCCER	1,615.00
88101	10/09/2012	01550	SUMMIT INSPECTIONS	ELECTRICAL INSPECTIONS - SEPT	3,961.84
88102	10/09/2012	01669	TWIN CITIES TRANSPORT &	FORFEITED VEHICLE TOWING FEES	1,229.61
88103	10/09/2012	00529	UNION SECURITY INSURANCE CO	LTD PLAN 4043120-2 - OCTOBER	4,337.16
	10/09/2012	00529	UNION SECURITY INSURANCE CO	STD PLAN 4043120-1 - OCTOBER	2,327.68
88104	10/09/2012	03378	MATT WOEHRLE	REIMB FOR MILEAGE & SHOES 9/13-9/26	214.43
88105	10/15/2012	03738	CHARLES E. BETHEL	ATTORNEY SRVS FEES/RENT - NOV	6,775.00

---

445,795.61

---

**53 Checks in this report.**

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

Settlement			
<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
10/1/2012	MN State Treasurer	Drivers License/Deputy Registrar	25,840.28
10/1/2012	US Bank Merchant Services	Credit Card Billing fee	1,520.59
10/1/2012	US Bank	Debt Service payments	585,225.01
10/1/2012	U.S. Treasurer	Federal Payroll Tax	91,078.14
10/1/2012	P.E.R.A.	P.E.R.A.	88,489.50
10/1/2012	MN State Treasurer	State Payroll Tax	19,810.81
10/2/2012	MN State Treasurer	Drivers License/Deputy Registrar	56,411.10
10/2/2012	Pitney Bowes	Postage	15.00
10/2/2012	MidAmerica - ING	HRA Flex plan	14,152.38
10/2/2012	Labor Unions	Union Dues	3,532.43
10/3/2012	MN State Treasurer	Drivers License/Deputy Registrar	45,722.97
10/3/2012	MN State Treasurer	Drivers License/Deputy Registrar	21,194.05
10/4/2012	MN State Treasurer	Drivers License/Deputy Registrar	39,321.29
10/4/2012	MN Dept of Natural Resources	DNR electronic licenses	195.50
10/4/2012	Optum Health	DCRP & Flex plan payments	1,497.05
TOTAL			<u><u>994,006.10</u></u>

**Check Register  
City of Maplewood**

10/12/2012

<u>Check</u>	<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>	
88106	10/09/2012	02464	US BANK	REPLENISH ATM MACHINE AT CITY HALL	10,000.00
88107	10/16/2012	04842	MARY JOSEPHINE ANDERSON	ZUMBA INSTRUCTION - SEPT	150.00
88108	10/16/2012	04508	BETWEEN THE LINES	UMPIRES JULY - AUGUST MAPLEWOOD	4,316.00
	10/16/2012	04508	BETWEEN THE LINES	UMPIRES AUG - SEPT MAPLEWOOD	3,848.00
	10/16/2012	04508	BETWEEN THE LINES	UMPIRES AUG - SEPT NSP	1,560.00
	10/16/2012	04508	BETWEEN THE LINES	UMPIRES JULY & AUGUST NSP	754.00
88109	10/16/2012	00240	C.S.C. CREDIT SERVICES	APPLICANT BACKGROUND CHECKS	50.00
88110	10/16/2012	02149	HEIDI CAREY	3RD QTR COMMISSIONS	178.93
88111	10/16/2012	04374	EMS TECHNOLOGY SOLUTIONS, LLC	AMBUSTRAK LICENSE FEE	399.00
88112	10/16/2012	01973	ERICKSON OIL PRODUCTS INC	CAR WASHES - SEPT	72.00
88113	10/16/2012	00791	CONNIE KELSEY	REIMB FOR MILEAGE 10/04	24.42
88114	10/16/2012	00393	DEPT OF LABOR & INDUSTRY	MONTHLY SURTAX - SEPT 15185123035	5,612.26
88115	10/16/2012	01202	NYSTROM PUBLISHING CO INC	MAPLEWOOD MONTHLY - OCTOBER	7,232.79
88116	10/16/2012	04265	MARIA PIRELA	ZUMBA INSTRUCTION - SEPT	228.50
88117	10/16/2012	01337	RAMSEY COUNTY-PROP REC & REV	911 DISPATCH SERVICES - SEPT	27,409.41
	10/16/2012	01337	RAMSEY COUNTY-PROP REC & REV	FLEET SUPPORT FEE - SEPT	455.52
	10/16/2012	01337	RAMSEY COUNTY-PROP REC & REV	FLEET SUPPORT FEE - SEPT	414.96
88118	10/16/2012	01574	T.A. SCHIFSKY & SONS, INC	1100 TON 41 WEAR-	13,037.13
	10/16/2012	01574	T.A. SCHIFSKY & SONS, INC	1100 TON 41 WEAR-	9,978.87
88119	10/16/2012	04845	TENNIS SANITATION LLC	RECYCLING FEE - SEPT	27,499.50
88120	10/16/2012	04192	TRANS-MEDIC	EMS BILLING - SEPT	3,301.72
88121	10/16/2012	01190	XCEL ENERGY	ELECTRIC & GAS UTILITY	671.01
88122	10/16/2012	01798	YOCUM OIL CO.	CONTRACT GASOLINE - SEPT	15,084.00
88123	10/16/2012	05107	1357 COPE AVE LLC	PROJ 09-08 PARCEL 11	15,500.00
88124	10/16/2012	02324	APPLIED ECOLOGICAL SERVICES	BRUSH CUT/HERBICIDE BEAVER CREEK	814.39
88125	10/16/2012	05006	ARCHAEO - PHYSICS, LLC	GEOPHYSICAL WORK AT GLADSTONE SAVANNA	2,720.00
88126	10/16/2012	04047	ASHLAND PRODUCTIONS	THEATER CONTRACTING MCC SEPT 14	145.00
88127	10/16/2012	00211	BRAUN INTERTEC CORP.	PROJ 11-15 PROF SRVS THRU 09/07	2,349.75
88128	10/16/2012	00221	BROCK WHITE COMPANY, LLC.	CRACK SEALING MATERIALS	2,253.69
88129	10/16/2012	04549	JAN ALICE CAMPBELL	ZUMBA INSTRUCTION - SEPT	148.50
88130	10/16/2012	00309	COMMISSIONER OF TRANSPORTATION	PROJ 11-15 MATERIALS TESTING	253.17
88131	10/16/2012	04911	DECKCI DECOR	CHAIR COVERS & SASHES MCC OCT 13	480.94
88132	10/16/2012	05028	ENERGY ALTERNATIVES SOLAR, LLC	SOLAR PV SYSTEM - STATE GRANT	72,000.00
	10/16/2012	05028	ENERGY ALTERNATIVES SOLAR, LLC	CITY HALL SOLAR SYSTEM LEASE - OCT	397.00
	10/16/2012	05028	ENERGY ALTERNATIVES SOLAR, LLC	MCC SOLAR SYSTEM LEASE - OCT	369.00
88133	10/16/2012	04928	FIRST CHOICE ENTERTAINMENT	DJ FOR MCC NOV 3	495.00
88134	10/16/2012	04846	HEALTHFAST	MEDICAL SUPPLIES	354.72
88135	10/16/2012	05110	INNOVATIVE	ARREST BACK PACKS	600.00
88136	10/16/2012	03808	ALAN H. KANTRUD	REIMB FOR FILING FEES/MOTION FEES	1,672.00
88137	10/16/2012	00936	MAPLEWOOD HISTORICAL SOCIETY	ANNUAL CITY CONTRIBUTION	2,000.00
88138	10/16/2012	02197	MASTERPIECE HOMES INC	ESCROW RELEASE 1865 MCMENEMY	14,760.14
88139	10/16/2012	02530	MCKINZIE METRO APPRAISAL	PROJ 09-08 APPRAISAL/ACQUISITION	1,500.00
88140	10/16/2012	02617	ALESIA METRY	REIMB - GAS FOR SQUAD	46.75
88141	10/16/2012	01050	MN NATURALIST ASSN	REGISTRATION FEES	240.00
88142	10/16/2012	01050	MN NATURALIST ASSN	ANNUAL MEMBERSHIP FEE	25.00
88143	10/16/2012	01060	MN STATE FIRE CHIEFS ASSOC	REGISTRATION FEE	210.00
88144	10/16/2012	05105	JOHN OAKGROVE	PERFORMANCES @ FISH CREEK	200.00
88145	10/16/2012	04439	JAMES OLSON	REIMB FOR GLOVES & MISC 9/20-9/23	82.38
88146	10/16/2012	00001	ONE TIME VENDOR	REFUND DIAMOND V ON SALE LIQUOR	2,125.00
	10/16/2012	00001	ONE TIME VENDOR	REFUND DIAMOND V FODD EST LICENSE	280.42
	10/16/2012	00001	ONE TIME VENDOR	REFUND DIAMOND V 3 MONTHS 2AM	250.00
88147	10/16/2012	00001	ONE TIME VENDOR	REIMB T KOFSKI FOR SPRINKLER REPAIR	733.82
88148	10/16/2012	00001	ONE TIME VENDOR	REIMB R ISLAM FOR SPRINKLER SYS	639.78
88149	10/16/2012	00001	ONE TIME VENDOR	REFUND L KOWALCZYK UCARE BENEFIT	285.00
88150	10/16/2012	00001	ONE TIME VENDOR	REIMB B EDDY FOR TOP SOIL & SEED	130.14
88151	10/16/2012	00001	ONE TIME VENDOR	REFUND L HUNTOON MEMBERSHIP	60.70
88152	10/16/2012	00001	ONE TIME VENDOR	REIMB C FALLERT FOR SPRINKLER SYS	38.70
88153	10/16/2012	04581	ORION SYSTEMS/NETWORKS	SUBSCRIPTION FOR LETS - OCT	150.00
88154	10/16/2012	05103	PERFORMANCE PLUS LLC	SCBA - FIT TEST	20.00
88155	10/16/2012	01345	RAMSEY COUNTY	COPIES	20.00
88156	10/16/2012	05109	ROCKET CLUB PROMOTIONS, LLC	SHOW SETTLEMENT FOR OCT 5	1,209.60
88157	10/16/2012	04074	ELAINE SCHRADER	TAI CHI INSTRUCTION - FALL SESSION	184.20
88158	10/16/2012	01836	CITY OF ST PAUL	PROJ 08-13 WATER MAIN IMPROVEMENTS	23,606.46
	10/16/2012	01836	CITY OF ST PAUL	PROJ 08-13 WATER MAIN IMPROVEMENTS	15,297.99

	10/16/2012	01836	CITY OF ST PAUL	PROJ 08-13 WATER MAIN IMPROVEMENTS	13,985.23
	10/16/2012	01836	CITY OF ST PAUL	PROJ 08-13 WATER MAIN IMPROVEMENTS	13,308.95
	10/16/2012	01836	CITY OF ST PAUL	PROJ 08-13 WATER MAIN IMPROVEMENTS	5,465.55
	10/16/2012	01836	CITY OF ST PAUL	PROJ 09-15 WATER MAIN IMPROVEMENTS	1,701.02
	10/16/2012	01836	CITY OF ST PAUL	PROJ 08-13 WATER MAIN IMPROVEMENTS	900.63
88159	10/16/2012	01626	TIERNEY BROTHERS INC.	AV/SOUND EQUIP MCC BANQUET ROOMS	18,628.71
88160	10/16/2012	04104	TRANE U.S. INC.	COOLING COMPRESSOR LEASE 9/17-10/17	9,176.16
88161	10/16/2012	03685	TUBMAN	CHARITABLE GAMBLING AWARD	1,799.05
88162	10/16/2012	03825	VAN DYKE STREET HOMES	TIF PAYMENT TO DEVELOPER 1ST HALF	10,828.53
88163	10/16/2012	05106	WILDLIFE SCIENCE CENTER	PRESENTATION @ FISH CREEK	294.00
88164	10/16/2012	05013	YALE MECHANICAL LLC	COIL CLEANING COOLING CONDENSERS	1,125.91
	10/16/2012	05013	YALE MECHANICAL LLC	COIL CLEANING COOLING CONDENSERS	1,001.50
					375,142.50

**59 Checks in this report.**

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

Settlement			
<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
10/9/2012	MN State Treasurer	Drivers License/Deputy Registrar	19,186.71
10/10/2012	MN State Treasurer	Drivers License/Deputy Registrar	74,934.18
10/11/2012	MN State Treasurer	Drivers License/Deputy Registrar	35,254.61
10/11/2012	ING - State Plan	Deferred Compensation	27,521.00
10/12/2012	MN State Treasurer	Drivers License/Deputy Registrar	53,217.81
10/12/2012	US Bank VISA One Card*	Purchasing card items	36,926.48
10/12/2012	Optum Health	DCRP & Flex plan payments	1,500.00
10/12/2012	ICMA (Vantagepointe)	Deferred Compensation	4,469.15
TOTAL			<u><u>253,009.94</u></u>

\*Detailed listing of VISA purchases is attached.

Transaction Date	Posting Date	Merchant Name	Transaction Amount	Name
09/21/2012	09/24/2012	FASTENAL COMPANY01	\$91.36	DAVE ADAMS
10/01/2012	10/02/2012	WILD MOUNTAIN	\$251.00	MANDY ANZALDI
09/26/2012	09/27/2012	UNIFORMS UNLIMITED INC.	\$9.00	PAUL BARTZ
10/03/2012	10/05/2012	GOVERNMENT FINANCE OFFIC	\$135.00	GAYLE BAUMAN
10/03/2012	10/05/2012	GOVERNMENT FINANCE OFFIC	\$135.00	GAYLE BAUMAN
10/03/2012	10/05/2012	GOVERNMENT FINANCE OFFIC	\$135.00	GAYLE BAUMAN
09/21/2012	09/24/2012	OFFICE DEPOT #1090	\$195.66	REGAN BEGGS
09/27/2012	09/28/2012	AMERICINN OF VIRGINIA	\$142.40	REGAN BEGGS
09/27/2012	10/01/2012	HANNAH'S CAFE	\$12.13	REGAN BEGGS
09/21/2012	09/24/2012	RIO GRANDE MICROBREWERY &	\$27.95	BRIAN BIERDEMAN
09/21/2012	09/24/2012	BLUE RIBBON BAIT & TACKLE	\$11.37	OAKLEY BIESANZ
09/25/2012	09/26/2012	HEJNY RENTAL INC	\$268.45	OAKLEY BIESANZ
09/26/2012	10/01/2012	THE WEBSTAUANT STORE	\$87.30	OAKLEY BIESANZ
09/28/2012	10/01/2012	SWANK MOTION PICTURES	\$354.59	NEIL BRENEMAN
10/02/2012	10/03/2012	TARGET 00025197	\$13.93	NEIL BRENEMAN
10/02/2012	10/03/2012	TOYS R US #6046	\$92.83	NEIL BRENEMAN
10/03/2012	10/05/2012	DOLRTREE 3150 00031500	\$10.71	NEIL BRENEMAN
09/26/2012	09/28/2012	MIKES LP GAS INC	\$17.00	TROY BRINK
09/21/2012	09/24/2012	OAKDALE RENTAL CENTER	\$207.82	BRENT BUCKLEY
09/28/2012	10/01/2012	DIAMOND VOGEL PAINT #807	\$213.38	BRENT BUCKLEY
10/01/2012	10/03/2012	ARM OF MINNESOTO	\$425.00	NATHAN BURLINGAME
09/24/2012	09/25/2012	CHILI'S-MAPLEWOOD	\$97.45	SARAH BURLINGAME
09/25/2012	09/26/2012	CURTIS 1000 INC.	\$68.84	SARAH BURLINGAME
10/01/2012	10/03/2012	PAYMENT SERVICES	\$43.92	SARAH BURLINGAME
10/02/2012	10/03/2012	FIRST SHRED	\$154.50	SARAH BURLINGAME
10/03/2012	10/05/2012	COPS PLUS, INC	\$35.03	DANIEL BUSACK
09/21/2012	09/24/2012	R M COTTON COMPANY	\$28.57	SCOTT CHRISTENSON
09/22/2012	09/25/2012	THE TRANE COMPANY	\$51.61	SCOTT CHRISTENSON
09/24/2012	09/25/2012	NOR*NORTHERN TOOL	\$191.31	SCOTT CHRISTENSON
09/25/2012	09/26/2012	VIKING ELECTRIC - CREDIT	(\$654.62)	SCOTT CHRISTENSON
09/25/2012	09/26/2012	VIKING ELECTRIC - CREDIT	(\$183.91)	SCOTT CHRISTENSON
09/25/2012	09/26/2012	VIKING ELECTRIC - CREDIT	(\$21.03)	SCOTT CHRISTENSON
09/25/2012	09/26/2012	VIKING ELECTRIC - CREDIT	(\$645.33)	SCOTT CHRISTENSON
09/25/2012	09/26/2012	VIKING ELECTRIC - CREDIT	\$51.30	SCOTT CHRISTENSON
09/25/2012	09/27/2012	TWIN CITY FILTER SERVICE	\$294.70	SCOTT CHRISTENSON
09/26/2012	09/27/2012	VIKING ELECTRIC - CREDIT	(\$22.70)	SCOTT CHRISTENSON
09/26/2012	09/27/2012	VIKING ELECTRIC - CREDIT	(\$111.29)	SCOTT CHRISTENSON
09/28/2012	10/01/2012	THE HOME DEPOT 2801	\$15.79	SCOTT CHRISTENSON
09/28/2012	10/01/2012	NOR*NORTHERN TOOL	\$55.31	SCOTT CHRISTENSON
10/03/2012	10/04/2012	VIKING ELECTRIC - CREDIT	(\$18.01)	SCOTT CHRISTENSON
10/03/2012	10/04/2012	VIKING ELECTRIC - CREDIT	\$120.04	SCOTT CHRISTENSON
10/03/2012	10/05/2012	THE HOME DEPOT 2801	\$35.55	SCOTT CHRISTENSON
10/03/2012	10/05/2012	THE HOME DEPOT 2801	\$58.68	SCOTT CHRISTENSON
09/24/2012	09/25/2012	BEST BUY MHT 00000109	\$23.55	KERRY CROTTY
09/22/2012	09/24/2012	FRATTALLONES WOODBURY AC	\$29.19	CHARLES DEAVER
09/27/2012	10/01/2012	W W GRAINGER 916	\$109.00	CHARLES DEAVER
10/03/2012	10/04/2012	MENARDS 3022	\$15.33	CHARLES DEAVER
09/25/2012	09/26/2012	MENARDS 3059	\$42.81	THOMAS DEBILZAN
10/02/2012	10/03/2012	MENARDS 3022	\$24.23	THOMAS DEBILZAN
10/02/2012	10/03/2012	MENARDS 3022	\$8.08	THOMAS DEBILZAN
09/21/2012	09/24/2012	STREICHER'S MO	\$128.23	RICHARD DOBLAR
09/21/2012	09/24/2012	MINNESOTACO	\$51.66	RICHARD DOBLAR
09/24/2012	09/26/2012	THE HOME DEPOT 2801	\$68.41	TOM DOUGLASS
09/25/2012	09/27/2012	CONTINENTAL RESEARCH	\$610.95	TOM DOUGLASS
10/01/2012	10/02/2012	BATTERIES PLUS #31	\$21.37	TOM DOUGLASS
10/01/2012	10/02/2012	WERNER ELECTRIC SPLY NPC	\$827.57	TOM DOUGLASS

10/02/2012	10/03/2012	FITNESS AUDIO DISTRIBUTOR	\$92.00	TOM DOUGLASS
09/21/2012	09/24/2012	MSP AIRPORT PARKING	\$132.00	MICHAEL DUGAS
09/21/2012	09/24/2012	RIO GRANDE MICROBREWERY &	\$25.47	MICHAEL DUGAS
10/01/2012	10/03/2012	AR 500 ARMOR	\$182.00	MICHAEL DUGAS
10/02/2012	10/04/2012	REI 42 ROSEVILLE	\$71.59	MICHAEL DUGAS
10/02/2012	10/04/2012	DIAMOND VOGEL PAINT #807	\$119.38	DOUG EDGE
09/26/2012	09/27/2012	HENRIKSEN ACE HARDWARE	\$246.38	DAVE EDSON
09/24/2012	09/26/2012	BOUND TREE MEDICAL LLC	\$1,479.15	PAUL E EVERSON
09/23/2012	09/24/2012	GERTEN'S	\$129.57	LARRY FARR
09/24/2012	09/26/2012	THE HOME DEPOT 2801	\$43.35	LARRY FARR
09/27/2012	10/01/2012	THE HOME DEPOT 2810	\$520.33	LARRY FARR
09/28/2012	10/01/2012	TARGET 00024067	\$74.88	LARRY FARR
09/28/2012	10/01/2012	CINTAS #470	\$104.98	LARRY FARR
09/28/2012	10/01/2012	CINTAS #470	\$59.86	LARRY FARR
09/28/2012	10/01/2012	CINTAS #470	\$84.96	LARRY FARR
10/03/2012	10/04/2012	METROPOLITAN MECHANICAL	\$478.00	LARRY FARR
10/03/2012	10/04/2012	MENARDS 3059	\$357.58	LARRY FARR
10/04/2012	10/05/2012	METROPOLITAN MECHANICAL	\$4,373.16	LARRY FARR
10/01/2012	10/03/2012	CVS PHARMACY #1751 Q03	\$6.46	SHANN FINWALL
09/21/2012	09/24/2012	WM EZPAY	\$627.17	DAVID FISHER
09/21/2012	09/24/2012	WM EZPAY	\$688.80	DAVID FISHER
09/25/2012	09/26/2012	RADIOSHACK COR00161927	\$200.00	MARCUS FORSYTHE
09/25/2012	09/26/2012	TOSHIBA BUSINESS SOLUTION	\$70.05	MYCHAL FOWLDS
09/25/2012	09/26/2012	TOSHIBA BUSINESS SOLUTION	\$279.89	MYCHAL FOWLDS
09/25/2012	09/26/2012	TOSHIBA BUSINESS SOLUTION	\$382.51	MYCHAL FOWLDS
09/25/2012	09/27/2012	QQUEST ASSET MANAGEMENT	\$428.55	MYCHAL FOWLDS
09/28/2012	10/01/2012	IDU*INSIGHT PUBLIC SEC	\$183.99	MYCHAL FOWLDS
09/24/2012	09/25/2012	MERITLINE.COM	\$19.97	NICK FRANZEN
09/26/2012	09/26/2012	AMAZON MKTPLACE PMTS	\$53.54	NICK FRANZEN
10/02/2012	10/04/2012	SPRINT STORE #226	\$55.68	NICK FRANZEN
10/03/2012	10/04/2012	IDU*INSIGHT PUBLIC SEC	\$288.67	NICK FRANZEN
10/03/2012	10/04/2012	BACHMAN'S INC #0004	\$88.11	VIRGINIA GAYNOR
10/04/2012	10/05/2012	MENARDS 3059	\$36.21	CLARENCE GERVAIS
09/28/2012	10/01/2012	MINNESOTA BOOKSTORE	\$103.70	KAREN GUILFOILE
09/28/2012	10/01/2012	LA POLICE GEAR INC	\$99.98	TIMOTHY HAWKINSON JR.
09/28/2012	10/01/2012	MILLS FLEET FARM #2,700	\$209.98	TAMARA HAYS
09/20/2012	09/24/2012	HOULE S FARM, GARDEN & PE	\$52.50	GARY HINNENKAMP
09/21/2012	09/24/2012	HENRIKSEN ACE HARDWARE	\$16.06	GARY HINNENKAMP
10/04/2012	10/05/2012	MOGREN LANDSCAPING	\$178.80	GARY HINNENKAMP
09/25/2012	09/26/2012	TARGET 00011858	\$6.68	RON HORWATH
09/25/2012	09/26/2012	WAL-MART#2087	\$12.86	RON HORWATH
09/26/2012	09/27/2012	SPRINT AQUATICS	\$277.60	RON HORWATH
09/28/2012	10/01/2012	AMERICAN RED CROSS	\$225.00	RON HORWATH
09/28/2012	10/01/2012	AMERICAN RED CROSS	\$300.00	RON HORWATH
09/28/2012	10/01/2012	ARC*SERVICES/TRAINING	\$38.00	RON HORWATH
09/28/2012	10/01/2012	ARC*SERVICES/TRAINING	\$57.00	RON HORWATH
09/20/2012	09/24/2012	BLUE RIBBON BAIT & TACKLE	\$12.81	ANN HUTCHINSON
09/25/2012	09/26/2012	USPS 26833800033400730	\$8.10	ANN HUTCHINSON
09/26/2012	09/28/2012	THE HOME DEPOT 2801	\$3.82	DAVID JAHN
09/27/2012	10/01/2012	DALCO ENTERPRISES, INC	\$626.31	DAVID JAHN
09/28/2012	10/01/2012	RED WING SHOE STORE	\$195.49	JASON KREGER
10/01/2012	10/02/2012	U OF M BLOSYS/AG ENG OL	\$115.00	JASON KREGER
10/01/2012	10/03/2012	ARM OF MINNESOTA	\$380.00	JASON KREGER
09/24/2012	09/25/2012	UNIFORMS UNLIMITED INC.	\$29.25	DAVID KVAM
09/25/2012	09/26/2012	UNIFORMS UNLIMITED INC.	\$102.44	DAVID KVAM
09/25/2012	09/26/2012	UNIFORMS UNLIMITED INC.	\$29.25	DAVID KVAM
09/27/2012	09/28/2012	UNIFORMS UNLIMITED INC.	\$25.50	DAVID KVAM

10/03/2012	10/03/2012	COMCAST CABLE COMM	\$67.45	DAVID KVAM
10/03/2012	10/04/2012	UNIFORMS UNLIMITED INC.	\$262.67	DAVID KVAM
09/21/2012	09/24/2012	KOHL'S #0408	\$73.59	TODD LANGNER
10/01/2012	10/03/2012	VICTORY PARKING INC	\$6.00	STEVE LOVE
09/25/2012	09/25/2012	AIRGASS NORTH	\$240.94	STEVE LUKIN
09/26/2012	09/27/2012	METRO FIRE	\$229.88	STEVE LUKIN
09/27/2012	09/27/2012	AIRGASS NORTH	\$128.74	STEVE LUKIN
09/28/2012	10/01/2012	ASPEN MILLS INC.	\$79.90	STEVE LUKIN
10/03/2012	10/04/2012	METRO FIRE	\$2,485.01	STEVE LUKIN
10/03/2012	10/05/2012	ESCH CONSTRUCTION SUPPLY	\$860.00	STEVE LUKIN
09/27/2012	09/28/2012	GANDER MOUNTAIN	\$99.99	KATHERINE LYNCH
09/28/2012	10/01/2012	HOLIDAY INN ALEXANDRIA	\$131.84	MIKE MARTIN
09/24/2012	09/25/2012	MENARDS 3059	\$64.21	BRENT MEISSNER
09/20/2012	09/24/2012	TACTICAL AND SURVIVAL SPE	\$884.42	MICHAEL MONDOR
09/28/2012	10/01/2012	CLARK 2238	\$30.05	MICHAEL MONDOR
10/02/2012	10/04/2012	REI 42 ROSEVILLE	\$63.15	MICHAEL MONDOR
09/28/2012	10/01/2012	CINTAS FIRST AID #431	\$134.02	BRYAN NAGEL
09/28/2012	10/01/2012	CINTAS FIRST AID #431	\$87.64	BRYAN NAGEL
10/03/2012	10/04/2012	U OF M CCE NONCREDIT	\$75.00	BRYAN NAGEL
10/03/2012	10/04/2012	U OF M CCE NONCREDIT	\$75.00	BRYAN NAGEL
10/04/2012	10/05/2012	U OF M CCE NONCREDIT	\$75.00	BRYAN NAGEL
10/04/2012	10/05/2012	U OF M CCE NONCREDIT	\$75.00	BRYAN NAGEL
10/04/2012	10/05/2012	U OF M CCE NONCREDIT	\$75.00	BRYAN NAGEL
10/02/2012	10/04/2012	LTG POWER EQUIPMENT	\$34.71	JOHN NAUGHTON
09/28/2012	10/01/2012	VIRTUE PRINTING	\$104.62	AMY NIVEN
10/02/2012	10/03/2012	BEST BUY MHT 00000109	\$100.66	MICHAEL NYE
09/29/2012	10/01/2012	UNIFORMS UNLIMITED INC.	\$208.13	JULIE OLSON
09/24/2012	09/26/2012	OFFICE DEPOT #1090	\$154.07	MARY KAY PALANK
09/27/2012	09/28/2012	OFFICE DEPOT #1090	\$87.60	MARY KAY PALANK
10/01/2012	10/03/2012	OFFICE DEPOT #1090	\$70.87	MARY KAY PALANK
10/03/2012	10/05/2012	OFFICE DEPOT #1090	\$53.89	MARY KAY PALANK
09/26/2012	09/28/2012	UNIFORMS UNLIMITED INC.	\$35.51	JAMES PARKER
09/22/2012	09/24/2012	TARGET 00009316	\$61.41	CHRISTINE PENN
09/22/2012	09/24/2012	A-1 LAUNDRY	\$44.99	CHRISTINE PENN
09/22/2012	09/24/2012	THE HOME DEPOT 2801	\$127.33	CHRISTINE PENN
09/22/2012	09/24/2012	CLEAN N PRESS STILLWATER	\$141.83	CHRISTINE PENN
09/27/2012	10/01/2012	JOANN ETC #1902	\$64.24	CHRISTINE PENN
10/01/2012	10/02/2012	ISTOCK *INTERNATIONAL	\$12.00	CHRISTINE PENN
10/01/2012	10/03/2012	WEDDINGPAGES INC	\$300.00	CHRISTINE PENN
10/02/2012	10/03/2012	CARDSANDPOCKETS	\$56.17	CHRISTINE PENN
10/02/2012	10/03/2012	LIVINGSOCIAL*	\$38.00	CHRISTINE PENN
09/21/2012	09/24/2012	PAYPAL *MEDTECH FOR	\$208.80	PHILIP F POWELL
09/21/2012	09/24/2012	AMAZON MKTPLACE PMTS	\$14.70	PHILIP F POWELL
09/22/2012	09/24/2012	AMAZON MKTPLACE PMTS	\$12.78	PHILIP F POWELL
09/22/2012	09/24/2012	AMAZON MKTPLACE PMTS	\$24.54	PHILIP F POWELL
09/22/2012	09/24/2012	AMAZON MKTPLACE PMTS	\$39.90	PHILIP F POWELL
09/23/2012	09/24/2012	AMAZON MKTPLACE PMTS	\$2.70	PHILIP F POWELL
09/24/2012	09/25/2012	AMAZON MKTPLACE PMTS	\$23.29	PHILIP F POWELL
09/24/2012	09/25/2012	AMAZON MKTPLACE PMTS	\$10.74	PHILIP F POWELL
09/25/2012	09/25/2012	AMAZON MKTPLACE PMTS	\$6.20	PHILIP F POWELL
09/25/2012	09/25/2012	AMAZON MKTPLACE PMTS	\$62.07	PHILIP F POWELL
09/25/2012	09/25/2012	AMAZON MKTPLACE PMTS	\$17.12	PHILIP F POWELL
10/02/2012	10/03/2012	ARROWHEAD SCIENTIFIC INC	\$168.53	PHILIP F POWELL
09/20/2012	09/24/2012	TOUSLEY FORD I27228006	\$204.85	STEVEN PRIEM
09/21/2012	09/24/2012	TERMINAL SUPPLY, INC.	\$7.41	STEVEN PRIEM
09/24/2012	09/25/2012	FACTORY MTR PTS #1	\$168.88	STEVEN PRIEM
09/24/2012	09/25/2012	FACTORY MTR PTS #1	\$168.88	STEVEN PRIEM

09/25/2012	09/26/2012	AUTO PLUS NO ST PAUL 392	\$279.07	STEVEN PRIEM
09/25/2012	09/27/2012	TRI-STATE BOBCAT	\$52.38	STEVEN PRIEM
09/26/2012	09/27/2012	FACTORY MTR PTS #1	\$80.15	STEVEN PRIEM
09/26/2012	09/27/2012	FACTORY MTR PTS #1	\$312.70	STEVEN PRIEM
09/26/2012	09/27/2012	FACTORY MTR PTS #1	\$168.88	STEVEN PRIEM
09/26/2012	09/27/2012	NATIONAL PARTS CORP	\$124.56	STEVEN PRIEM
09/26/2012	09/27/2012	BAUER BUILT TIRE 18	\$392.79	STEVEN PRIEM
09/26/2012	09/28/2012	BARNETT CHRYJEEPkia	\$79.02	STEVEN PRIEM
09/26/2012	09/28/2012	BARNETT CHRYJEEPkia	\$8.44	STEVEN PRIEM
09/27/2012	10/01/2012	KATH FUEL OFFICE	\$384.75	STEVEN PRIEM
09/28/2012	10/01/2012	AUTO PLUS NO ST PAUL 392	\$7.16	STEVEN PRIEM
09/28/2012	10/01/2012	AUTO PLUS NO ST PAUL 392	\$299.75	STEVEN PRIEM
10/01/2012	10/02/2012	POLAR CHEVROLET MAZDA	\$49.06	STEVEN PRIEM
10/02/2012	10/03/2012	POMPS TIRE SERVICE, INC	\$707.09	STEVEN PRIEM
10/02/2012	10/03/2012	FACTORY MTR PTS #1	\$10.92	STEVEN PRIEM
10/02/2012	10/03/2012	AUTO PLUS NO ST PAUL 392	\$32.95	STEVEN PRIEM
10/02/2012	10/03/2012	AUTO PLUS NO ST PAUL 392	\$194.73	STEVEN PRIEM
10/02/2012	10/03/2012	AUTO PLUS NO ST PAUL 392	\$20.57	STEVEN PRIEM
10/02/2012	10/03/2012	AUTO PLUS NO ST PAUL 392	\$99.38	STEVEN PRIEM
10/02/2012	10/03/2012	BAUER BUILT TIRE 18	\$480.35	STEVEN PRIEM
10/02/2012	10/03/2012	BAUER BUILT TIRE 18	\$552.89	STEVEN PRIEM
10/03/2012	10/05/2012	TOUSLEY FORD I27228006	\$366.96	STEVEN PRIEM
09/25/2012	09/26/2012	VIKING ELECTRIC - CREDIT	\$438.19	KELLY PRINS
09/25/2012	09/27/2012	THE HOME DEPOT 2801	\$50.81	KELLY PRINS
10/02/2012	10/04/2012	THE HOME DEPOT 2801	\$31.17	KELLY PRINS
10/03/2012	10/04/2012	VIKING ELECTRIC - CREDIT	\$17.87	KELLY PRINS
10/03/2012	10/04/2012	VIKING ELECTRIC - CREDIT	\$114.06	KELLY PRINS
09/24/2012	09/25/2012	NOVACARE REHB/HEALT	\$100.00	TERRIE RAMEAUX
09/26/2012	09/27/2012	AMAZON MKTPLACE PMTS	\$35.82	LORI RESENDIZ
09/27/2012	09/28/2012	AMAZON MKTPLACE PMTS	\$21.57	LORI RESENDIZ
09/27/2012	09/28/2012	AMAZON MKTPLACE PMTS	\$4.80	LORI RESENDIZ
10/01/2012	10/03/2012	SCW FITNESS EDUCATION	\$50.00	LORI RESENDIZ
09/27/2012	10/01/2012	THE HOME DEPOT 2801	\$8.53	ROBERT RUNNING
10/02/2012	10/03/2012	MENARDS 3022	\$10.65	ROBERT RUNNING
10/02/2012	10/03/2012	MENARDS 3059	\$80.58	ROBERT RUNNING
10/02/2012	10/04/2012	FASTENAL COMPANY01	\$127.20	ROBERT RUNNING
10/02/2012	10/04/2012	THE HOME DEPOT 2801	\$73.51	ROBERT RUNNING
09/28/2012	10/01/2012	LILLIE SUBURBAN NEWSPAPE	\$78.00	DEB SCHMIDT
10/01/2012	10/02/2012	T-MOBILE.COM*PAYMENT	\$31.14	DEB SCHMIDT
09/20/2012	09/24/2012	ON SITE SANITATION INC	\$319.56	SCOTT SCHULTZ
09/20/2012	09/24/2012	RED WING SHOE STORE	\$114.74	SCOTT SCHULTZ
09/28/2012	10/01/2012	ON SITE SANITATION INC	(\$523.69)	SCOTT SCHULTZ
10/02/2012	10/04/2012	USA MOBILITY WIRELE	\$16.09	SCOTT SCHULTZ
10/03/2012	10/04/2012	FLEXIBLE PIPE TOOL COMPAN	\$171.00	SCOTT SCHULTZ
10/03/2012	10/05/2012	WM EZPAY	\$1,062.46	SCOTT SCHULTZ
09/23/2012	09/24/2012	TARGET 00011858	\$16.84	CAITLIN SHERRILL
09/26/2012	09/28/2012	ANDON BALLOONS INC -	\$38.48	CAITLIN SHERRILL
10/02/2012	10/03/2012	PARTY CITY #768	\$39.56	CAITLIN SHERRILL
10/02/2012	10/03/2012	NETFLIX.COM	\$7.99	CAITLIN SHERRILL
10/02/2012	10/04/2012	ORIENTAL TRADING CO	\$331.11	CAITLIN SHERRILL
10/03/2012	10/04/2012	AFLORAL.COM	\$147.20	CAITLIN SHERRILL
09/24/2012	09/25/2012	DIGITAL INTELLIGENCE	\$22.20	MICHAEL SHORTREED
10/03/2012	10/05/2012	371 DINER	\$25.00	MICHAEL SHORTREED
10/02/2012	10/03/2012	UNIFORMS UNLIMITED INC.	\$87.00	JOSEPH STEINER
09/24/2012	09/25/2012	BCA TRAINING EDUCATION	\$50.00	JOANNE SVENDSEN
10/03/2012	10/05/2012	GG *TONY HAWK FOUNDATI	\$7.00	JAMES TAYLOR
10/02/2012	10/04/2012	DIAMOND VOGEL PAINT #807	\$87.05	TODD TEVLIN

09/25/2012	09/26/2012	BEST BUY MHT 00000109	\$53.55	DAVID THOMALLA
09/27/2012	10/01/2012	FRONTIER AI 4222601262432	\$20.00	DAVID THOMALLA
09/28/2012	10/01/2012	SALEM SROUR	\$17.50	DAVID THOMALLA
09/28/2012	10/01/2012	KANSAS CITY BARBEQUE	\$19.75	DAVID THOMALLA
09/28/2012	10/01/2012	MESA VERDE SMOKING LGE	\$15.00	DAVID THOMALLA
09/29/2012	10/01/2012	GRAND HYATT SAN DIEGO FB	\$7.75	DAVID THOMALLA
09/30/2012	10/02/2012	SAN DIEGO CONV CTR CONC	\$7.50	DAVID THOMALLA
09/30/2012	10/02/2012	SAN DIEGO CONV CTR CONC	\$7.25	DAVID THOMALLA
10/01/2012	10/03/2012	SAN DIEGO CONV CTR CONC	\$7.25	DAVID THOMALLA
10/01/2012	10/03/2012	SUBWAY 03358074	\$6.20	DAVID THOMALLA
10/02/2012	10/04/2012	SAN DIEGO CONV CTR CONC	\$4.50	DAVID THOMALLA
10/02/2012	10/04/2012	MARION'S FISH MARKET &	\$11.00	DAVID THOMALLA
09/27/2012	09/28/2012	USPS 26833800033400730	\$24.30	KAREN WACHAL
09/28/2012	10/01/2012	OFFICE DEPOT #1090	(\$233.31)	KAREN WACHAL
09/28/2012	10/01/2012	PAYPAL *FRESHWATERS	\$20.95	KAREN WACHAL
10/03/2012	10/05/2012	OFFICE DEPOT #1090	\$121.50	KAREN WACHAL
10/03/2012	10/05/2012	LAKESHORE LEARNING MATER	\$31.01	KAREN WACHAL
09/24/2012	09/26/2012	LYNN CARD COMPANY	\$111.48	SUSAN ZWIEG

\$36,926.48

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>
	10/12/12	CARDINAL, ROBERT	435.16
	10/12/12	JUENEMANN, KATHLEEN	435.16
	10/12/12	KOPPEN, MARVIN	435.16
	10/12/12	LLANAS, JAMES	435.16
	10/12/12	ROSSBACH, WILLIAM	494.44
	10/12/12	STRAUTMANIS, MARIS	152.00
	10/12/12	VALLE, EDWARD	50.00
	10/12/12	AHL, R. CHARLES	5,408.64
	10/12/12	ANTONEN, JAMES	5,852.58
	10/12/12	BURLINGAME, SARAH	2,074.92
	10/12/12	KANTRUD, HUGH	184.62
	10/12/12	CHRISTENSON, SCOTT	1,934.15
	10/12/12	FARR, LARRY	3,215.25
	10/12/12	JAHN, DAVID	2,108.80
	10/12/12	RAMEAUX, THERESE	3,061.16
	10/12/12	BAUMAN, GAYLE	4,386.17
	10/12/12	ANDERSON, CAROLE	1,282.09
	10/12/12	DEBILZAN, JUDY	1,327.92
	10/12/12	JACKSON, MARY	2,126.10
	10/12/12	KELSEY, CONNIE	2,594.81
	10/12/12	RUEB, JOSEPH	2,642.60
	10/12/12	SINDT, ANDREA	2,113.80
	10/12/12	ARNOLD, AJLA	1,627.69
	10/12/12	BEGGS, REGAN	1,497.35
	10/12/12	GUILFOILE, KAREN	4,407.64
	10/12/12	SCHMIDT, DEBORAH	2,884.82
	10/12/12	SPANGLER, EDNA	1,300.57
	10/12/12	CORTESI, LUANNE	1,270.47
	10/12/12	LARSON, MICHELLE	1,827.75
	10/12/12	MECHELKE, SHERRIE	1,325.78
	10/12/12	MOY, PAMELA	1,520.44
	10/12/12	OSTER, ANDREA	1,907.49
	10/12/12	RICHTER, CHARLENE	972.33
	10/12/12	SCHOENECKER, LEIGH	1,646.15
	10/12/12	WEAVER, KRISTINE	2,356.55
	10/12/12	CARLE, JEANETTE	168.00
	10/12/12	JAGOE, CAROL	37.00
	10/12/12	CORCORAN, THERESA	1,900.55
	10/12/12	KVAM, DAVID	4,209.55
	10/12/12	PALANK, MARY	1,905.17
	10/12/12	POWELL, PHILIP	2,932.46
	10/12/12	SVENDSEN, JOANNE	2,101.79
	10/12/12	THOMALLA, DAVID	4,961.38

10/12/12	THOMFORDE, FAITH	1,497.35
10/12/12	ABEL, CLINT	2,878.21
10/12/12	ALDRIDGE, MARK	3,101.27
10/12/12	BAKKE, LONN	2,964.17
10/12/12	BARTZ, PAUL	3,151.05
10/12/12	BELDE, STANLEY	2,990.84
10/12/12	BENJAMIN, MARKESE	2,923.56
10/12/12	BIERDEMAN, BRIAN	3,881.11
10/12/12	BOHL, JOHN	3,151.33
10/12/12	BUSACK, DANIEL	3,589.28
10/12/12	CARNES, JOHN	1,918.52
10/12/12	COFFEY, KEVIN	3,383.01
10/12/12	CROTTY, KERRY	3,611.20
10/12/12	DEMULLING, JOSEPH	3,079.58
10/12/12	DOBLAR, RICHARD	4,005.46
10/12/12	DUGAS, MICHAEL	3,609.69
10/12/12	ERICKSON, VIRGINIA	3,151.33
10/12/12	FLOR, TIMOTHY	3,725.17
10/12/12	FORSYTHE, MARCUS	2,426.75
10/12/12	FRASER, JOHN	3,247.51
10/12/12	FRITZE, DEREK	2,819.55
10/12/12	GABRIEL, ANTHONY	3,621.61
10/12/12	HAWKINSON JR, TIMOTHY	2,940.90
10/12/12	HER, PHENG	3,001.57
10/12/12	HIEBERT, STEVEN	2,990.84
10/12/12	JOHNSON, KEVIN	3,949.38
10/12/12	KALKA, THOMAS	940.28
10/12/12	KONG, TOMMY	3,140.53
10/12/12	KREKELER, NICHOLAS	876.00
10/12/12	KROLL, BRETT	2,878.21
10/12/12	LANGNER, SCOTT	3,092.20
10/12/12	LANGNER, TODD	2,980.04
10/12/12	LU, JOHNNIE	3,077.51
10/12/12	LYNCH, KATHERINE	2,453.48
10/12/12	MARINO, JASON	3,117.16
10/12/12	MARTIN, JERROLD	3,389.43
10/12/12	MCCARTY, GLEN	3,187.40
10/12/12	METRY, ALESIA	3,038.70
10/12/12	NYE, MICHAEL	3,491.54
10/12/12	OLSON, JULIE	2,937.06
10/12/12	PARKER, JAMES	2,543.75
10/12/12	REZNY, BRADLEY	3,144.08
10/12/12	RHUDE, MATTHEW	2,819.55
10/12/12	SHORTREED, MICHAEL	4,091.18
10/12/12	STEINER, JOSEPH	3,599.63
10/12/12	SYPNIEWSKI, WILLIAM	3,079.58
10/12/12	SZCZEPANSKI, THOMAS	3,170.47
10/12/12	TAUZELL, BRIAN	3,009.55
10/12/12	THEISEN, PAUL	3,094.82
10/12/12	THIENES, PAUL	3,690.71
10/12/12	TRAN, JOSEPH	2,992.55
10/12/12	WENZEL, JAY	2,937.06

10/12/12	XIONG, KAO	2,878.21
10/12/12	ANDERSON, BRIAN	266.64
10/12/12	BAHL, DAVID	441.90
10/12/12	BASSETT, BRENT	290.88
10/12/12	BAUMAN, ANDREW	4,227.81
10/12/12	BOURQUIN, RON	387.84
10/12/12	BRESIN, ROBERT	290.88
10/12/12	CAPISTRANT, JACOB	327.24
10/12/12	CAPISTRANT, JOHN	721.17
10/12/12	CRAWFORD - JR, RAYMOND	436.32
10/12/12	CRUMMY, CHARLES	151.50
10/12/12	DAWSON, RICHARD	2,778.84
10/12/12	EATON, PAUL	581.76
10/12/12	EVERSON, PAUL	3,103.29
10/12/12	FOSSUM, ANDREW	2,778.84
10/12/12	HAGEN, MICHAEL	539.34
10/12/12	HALE, JOSEPH	367.66
10/12/12	HALWEG, JODI	2,674.17
10/12/12	HAWTHORNE, ROCHELLE	2,219.37
10/12/12	HUTCHINSON, JAMES	452.49
10/12/12	IMM, TRACY	145.44
10/12/12	JANSEN, CHAD	315.12
10/12/12	JONES, JONATHAN	381.78
10/12/12	JUREK, GREGORY	2,136.30
10/12/12	KANE, ROBERT	512.61
10/12/12	KARRAS, JAMIE	169.68
10/12/12	KERSKA, JOSEPH	484.80
10/12/12	KONDER, RONALD	242.40
10/12/12	KUBAT, ERIC	2,565.52
10/12/12	LINDER, TIMOTHY	2,702.31
10/12/12	LOCHEN, MICHAEL	642.36
10/12/12	MILLER, LADD	487.84
10/12/12	MILLER, NICHOLAS	339.36
10/12/12	MONDOR, MICHAEL	3,259.74
10/12/12	MONSON, PETER	242.40
10/12/12	MORGAN, JEFFERY	252.76
10/12/12	NIELSEN, KENNETH	387.84
10/12/12	NOVAK, JEROME	46.52
10/12/12	NOWICKI, PAUL	193.92
10/12/12	OLSON, JAMES	2,813.73
10/12/12	OPHEIM, JOHN	374.73
10/12/12	PACHECO, ALPHONSE	581.76
10/12/12	PETERSON, MARK	756.51
10/12/12	PETERSON, ROBERT	2,936.08
10/12/12	POWERS, KENNETH	542.37
10/12/12	RAINEY, JAMES	678.72
10/12/12	RANK, NATHAN	702.96
10/12/12	RANK, PAUL	521.16
10/12/12	RAVENWALD, CORINNE	169.68
10/12/12	REYNOSO, ANGEL	72.72
10/12/12	RICE, CHRISTOPHER	1,110.00
10/12/12	RODRIGUEZ, ROBERTO	48.48

10/12/12	SCHULTZ, JEROME	145.44
10/12/12	SEDLACEK, JEFFREY	2,778.84
10/12/12	STREFF, MICHAEL	3,524.39
10/12/12	SVENDSEN, RONALD	2,967.81
10/12/12	WESSELS, TIMOTHY	218.16
10/12/12	WHITE, JOEL	24.24
10/12/12	GERVAIS-JR, CLARENCE	3,985.69
10/12/12	LUKIN, STEVEN	4,616.93
10/12/12	ZWIEG, SUSAN	1,706.92
10/12/12	KNUTSON, LOIS	2,054.95
10/12/12	NIVEN, AMY	1,425.42
10/12/12	BRINK, TROY	2,399.87
10/12/12	BUCKLEY, BRENT	2,677.71
10/12/12	DEBILZAN, THOMAS	2,146.15
10/12/12	EDGE, DOUGLAS	2,164.38
10/12/12	JONES, DONALD	2,146.15
10/12/12	MEISSNER, BRENT	2,006.15
10/12/12	NAGEL, BRYAN	3,560.40
10/12/12	OSWALD, ERICK	2,340.28
10/12/12	RUIZ, RICARDO	1,539.75
10/12/12	RUNNING, ROBERT	2,356.55
10/12/12	TEVLIN, TODD	2,146.15
10/12/12	BURLINGAME, NATHAN	2,087.22
10/12/12	DUCHARME, JOHN	2,740.37
10/12/12	ENGSTROM, ANDREW	2,631.75
10/12/12	JAROSCH, JONATHAN	3,013.03
10/12/12	KREGER, JASON	2,153.85
10/12/12	LINDBLOM, RANDAL	2,740.37
10/12/12	LOVE, STEVEN	3,446.84
10/12/12	THOMPSON, MICHAEL	4,461.34
10/12/12	ZIEMAN, SCOTT	220.10
10/12/12	JANASZAK, MEGHAN	1,497.35
10/12/12	KONEWKO, DUWAYNE	4,613.24
10/12/12	EDSON, DAVID	2,191.39
10/12/12	HAMRE, MILES	1,821.72
10/12/12	HAYS, TAMARA	1,539.75
10/12/12	HINNENKAMP, GARY	2,663.95
10/12/12	NAUGHTON, JOHN	2,146.15
10/12/12	NORDQUIST, RICHARD	1,872.83
10/12/12	BIESANZ, OAKLEY	1,804.22
10/12/12	DEAVER, CHARLES	678.48
10/12/12	GERNES, CAROLE	582.80
10/12/12	HAYMAN, JANET	1,223.93
10/12/12	HUTCHINSON, ANN	2,649.16
10/12/12	SOUTTER, CHRISTINE	618.22
10/12/12	WACHAL, KAREN	1,014.10
10/12/12	GAYNOR, VIRGINIA	3,244.09
10/12/12	ERICSON, MICHAEL	1,000.00
10/12/12	KROLL, LISA	1,916.55
10/12/12	SWANSON, CHRIS	816.00
10/12/12	THOMPSON, DEBRA	760.22
10/12/12	YOUNG, TAMELA	2,015.75

10/12/12	EKSTRAND, THOMAS	3,829.34
10/12/12	FINWALL, SHANN	3,233.35
10/12/12	MARTIN, MICHAEL	2,762.95
10/12/12	BRASH, JASON	2,393.35
10/12/12	CARVER, NICHOLAS	3,244.09
10/12/12	FISHER, DAVID	3,807.86
10/12/12	SWAN, DAVID	2,766.15
10/12/12	WELLENS, MOLLY	1,861.07
10/12/12	BARTZ, BAYLEE	65.00
10/12/12	BERGER, STEPHANIE	420.38
10/12/12	BJORK, BRANDON	206.25
10/12/12	BRENEMAN, NEIL	2,267.65
10/12/12	FRANK, PETER	200.00
10/12/12	LARSON, KATELYN	73.50
10/12/12	ROBBINS, AUDRA	3,019.96
10/12/12	ROBBINS, CAMDEN	317.75
10/12/12	SCHALLER, SCOTT	32.25
10/12/12	SHERWOOD, CHRISTIAN	360.50
10/12/12	TAYLOR, JAMES	2,738.98
10/12/12	VUKICH, CANDACE	180.00
10/12/12	HAAG, MARK	2,486.51
10/12/12	ORE, JORDAN	1,539.75
10/12/12	SCHULTZ, SCOTT	3,090.82
10/12/12	ANZALDI, MANDY	1,467.38
10/12/12	CRAWFORD - JR, RAYMOND	172.91
10/12/12	EVANS, CHRISTINE	1,379.83
10/12/12	GLASS, JEAN	2,125.10
10/12/12	HER, PETER	305.01
10/12/12	HOFMEISTER, MARY	1,097.53
10/12/12	HOFMEISTER, TIMOTHY	449.46
10/12/12	KULHANEK-DIONNE, ANN	514.00
10/12/12	PELOQUIN, PENNYE	652.35
10/12/12	PENN, CHRISTINE	2,332.74
10/12/12	SHERRILL, CAITLIN	744.70
10/12/12	VUE, LOR PAO	340.02
10/12/12	AICHELE, MEGAN	354.95
10/12/12	ANDERSON, ALYSSA	35.01
10/12/12	ANDERSON, JOSHUA	359.00
10/12/12	BAUDE, SARAH	36.50
10/12/12	BIGGS, ANNETTE	131.58
10/12/12	BRUSOE, CRISTINA	93.60
10/12/12	BUCKLEY, BRITTANY	246.40
10/12/12	BUTLER, ANGELA	68.00
10/12/12	CRANDALL, KRISTA	308.00
10/12/12	DEMPSEY, BETH	277.75
10/12/12	DIONNE, DANIELLE	204.10
10/12/12	DUNN, RYAN	1,106.03
10/12/12	EHLE, DANIEL	106.88
10/12/12	ERICKSON-CLARK, CAROL	49.00
10/12/12	FONTAINE, KIM	559.82
10/12/12	FOX, KELLY	30.00
10/12/12	FRAMPTON, SAMANTHA	317.00

10/12/12	GIEL, NICOLE	114.00
10/12/12	GIPPLE, TRISHA	156.50
10/12/12	GRUENHAGEN, LINDA	304.80
10/12/12	HAGSTROM, EMILY	85.43
10/12/12	HEINRICH, SHEILA	249.00
10/12/12	HOLMBERG, LADONNA	500.00
10/12/12	HORWATH, RONALD	2,738.98
10/12/12	JANSON, ANGELA	68.00
10/12/12	JOHNSON, BARBARA	339.10
10/12/12	JOHNSON, KAITLYN	58.88
10/12/12	JOYER, ANTHONY	77.70
10/12/12	KOHLER, ROCHELLE	36.00
10/12/12	KOZDROJ, GABRIELLA	50.00
10/12/12	LAMEYER, BRENT	92.38
10/12/12	LAMSON, ELIANA	36.00
10/12/12	MCCANN, NATALIE	95.00
10/12/12	MCCOMAS, LEAH	112.00
10/12/12	NADEAU, TAYLOR	70.05
10/12/12	NELSON, ELEONOR	50.00
10/12/12	NORTHOUSE, KATHERINE	103.88
10/12/12	POVLITZKI, MARINA	57.00
10/12/12	PROESCH, ANDY	630.34
10/12/12	RANEY, COURTNEY	583.00
10/12/12	RESENDIZ, LORI	2,257.76
10/12/12	RICHTER, DANIEL	94.50
10/12/12	RONNING, ISIAH	202.13
10/12/12	SCHMIDT, EMILY	88.40
10/12/12	SCHREIER, ROSEMARIE	202.50
10/12/12	SCHREINER, MARK	67.53
10/12/12	SCHREINER, MICHELLE	112.88
10/12/12	SKAAR, SAMANTHA	50.00
10/12/12	SMITH, ANN	142.10
10/12/12	SMITH, CASEY	69.83
10/12/12	SMITLEY, SHARON	362.60
10/12/12	STEAD, KIMBERLY	80.00
10/12/12	SYME, LAUREN	13.74
10/12/12	TAYLOR, MYLES	62.48
10/12/12	TREPANIER, TODD	242.00
10/12/12	TUPY, HEIDE	91.60
10/12/12	TUPY, MARCUS	285.00
10/12/12	VANG, XANG	18.75
10/12/12	WARNER, CAROLYN	316.80
10/12/12	DANIEL, BREANNA	93.50
10/12/12	GIPPLE, TANYA	100.00
10/12/12	HITE, ANDREA	355.00
10/12/12	BORCHERT, JONATHAN	101.50
10/12/12	CRAWFORD, SHAWN	480.00
10/12/12	DOUGLASS, TOM	1,948.97
10/12/12	KRECH, ELAINE	137.75
10/12/12	MALONEY, SHAUNA	270.00
10/12/12	PRINS, KELLY	1,905.96
10/12/12	REILLY, MICHAEL	1,934.15

	10/12/12	THOMPSON, BENJAMIN	308.25
	10/12/12	VANG, GEORGE	130.50
	10/12/12	COUNTRYMAN, BRENDA	1,200.00
	10/12/12	AICHELE, CRAIG	2,226.47
	10/12/12	PRIEM, STEVEN	2,415.66
	10/12/12	WOEHRLE, MATTHEW	2,733.73
	10/12/12	BERGO, CHAD	2,628.80
	10/12/12	FOWLDS, MYCHAL	3,991.22
	10/12/12	FRANZEN, NICHOLAS	2,623.62
	10/12/12	KRATTENMAKER, MATTHE'	1,170.00
9987490	10/12/12	AYD, GWEN	91.50
9987491	10/12/12	BOEHM, BRIAN	61.00
9987492	10/12/12	CATTANACH, SETH	45.75
9987493	10/12/12	COLLOVA, MATT	74.00
9987494	10/12/12	DIAZ, SARITA	28.00
9987495	10/12/12	ELLWANGER, HOLLY	39.00
9987496	10/12/12	FEIST, ASHLEY	156.00
9987497	10/12/12	HEI, SAMUEL	28.00
9987498	10/12/12	MASON, KYLE	146.25
9987499	10/12/12	MCMAHON, ALLISON	156.00
9987500	10/12/12	MIELZAREK, MAGGIE	52.00
9987501	10/12/12	O'BRIEN, PATRICIA	50.25
9987502	10/12/12	PETERSON, HAYLIE	78.00
9987503	10/12/12	WESTEMEIER, EMILY	78.00
9987504	10/12/12	YANG, CHINU	129.50
9987505	10/12/12	YANG, SUNSHINE	373.00
9987506	10/12/12	ADAMS, DAVID	2,033.21
9987507	10/12/12	VANG, TIM	517.00
9987508	10/12/12	COSTA, JOSEPH	328.00
9987509	10/12/12	ERICSON, RACHEL	27.90
9987510	10/12/12	MILLER, MELISSA	39.00
9987511	10/12/12	SCHREIER, ABIGAIL	107.23
9987512	10/12/12	SCOTT, HALEY	47.78
9987513	10/12/12	WALES, ABIGAIL	145.70
9987514	10/12/12	WEINHAGEN, SHELBY	289.25
9987515	10/12/12	RANGEL, SAMANTHA	97.75
9987516	10/12/12	CUSICK, JESSICA	148.63
9987517	10/12/12	STEFFEN, MICHAEL	87.00
			506,065.71

**AGENDA REPORT**

**TO:** Jim Antonen, City Manager

**FROM:** Karen Guilfoile, Citizen Services Director

**DATE:** October 12, 2012

**SUBJECT: Church of the Presentation of the Blessed Virgin Mary Temporary Gambling Permit Resolution**

**Introduction**

An application has been submitted for temporary gambling by Stephen M. Blessing on behalf of the Church of the Presentation of the Blessed Virgin Mary, 1725 Kennard St, Maplewood. This is for their Annual Turkey Bingo Night.

The event will be held on November 17<sup>th</sup>, 2012 from 4:00pm to 11:00pm.

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 premises permit for lawful gambling on November 17<sup>th</sup>, 2012 is approved for the Church of the Presentation of the Blessed Virgin Mary, 1725 Kennard St, 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 for the Church of the Presentation of the Blessed Virgin Mary.

## AGENDA REPORT

**TO:** James Antonen, City Manager  
**FROM:** Gayle Bauman, Finance Manager  
**SUBJECT:** **Approval of Resolution Approving the Terms of Interfund Loan in Connection with Proposed Tax Increment Financing District**  
**DATE:** October 16, 2012 for October 22, 2012 council meeting

### INTRODUCTION

It is proposed that the attached resolution be approved to allow automatic interfund loans for a proposed tax increment district within Development District No. 1 and to provide the terms and conditions for repayment. Development District No. 1 would encompass any potential 3M financing.

### DISCUSSION

State law requires that interfund loans be approved in advance along with the terms and conditions for repayment. It is city policy to automatically make interfund loans when a fund has a temporary cash deficit. These resolutions are a requirement by state law for TIF Districts.

### FINANCIAL IMPACT

This will allow for the reimbursement of costs financed from City funds prior to the collection of tax increments.

### RECOMMENDATION

It is recommended that the City Council adopt the attached resolution to allow automatic interfund loans for a proposed tax increment district within Development District No. 1 and to provide the terms and conditions for repayment.

P:\COUNCIL FILES\AGENDAS\2012\102-TIF INTERFUND LOAN DEV DISTRICT 1.DOC

Attachment(s):

1. Resolution

## RESOLUTION NO. \_\_\_\_

RESOLUTION APPROVING THE TERMS OF UP TO A  
\$500,000 INTERFUND LOAN IN CONNECTION WITH  
A PROPOSED TAX INCREMENT FINANCING DISTRICT

BE IT RESOLVED by the City Council (the "Council") of the City of Maplewood, Minnesota (the "City"), as follows:

Section 1. Background.

(a) The City proposes to establish a Tax Increment Financing District (the "TIF District") within Development District No. 1, and proposes to adopt a tax increment financing plan for the TIF District (the "TIF Plan").

(b) The City has determined to pay for certain costs identified in the TIF Plan consisting of land/building acquisition, public utilities, site improvements/preparation, other eligible improvements, and administrative costs (the "Qualified Costs") incurred in connection with the establishment of the TIF District and development/redevelopment of land within the TIF District, which costs will be financed on a temporary basis from City funds available for such purposes.

(c) Under Minnesota Statutes, Section 469.178, Subd. 7, the City is authorized to advance or loan money from the City's general fund or any other fund from which such advances may be legally made, in order to finance the Qualified Costs.

(d) The City intends to reimburse itself for the payment of the Qualified Costs, plus interest thereon, from tax increments derived from the TIF District in accordance with the terms of this resolution (which terms are referred to collectively as the "Interfund Loan").

Section 2. Terms of Interfund Loan.

(a) The City hereby authorizes the advance of up to \$500,000 from the City's General Fund or so much thereof as may be paid as Qualified Costs. The City shall reimburse itself for such advances together with interest at the rate stated below. Interest accrues on the principal amount from the date of each advance. The maximum rate of interest permitted to be charged is limited to the greater of the rates specified under Minnesota Statutes, Section 270C.40 or Section 549.09 as of the date the loan or advance is authorized, unless the written agreement states that the maximum interest rate will fluctuate as the interest rates specified under Minnesota Statutes, Section 270C.40 or Section 549.09 are from time to time adjusted. The interest rate shall be 4% and will not fluctuate.

(b) Principal and interest on the Interfund Loan shall be paid semi-annually on each February 1 and August 1 (each a "Payment Date") commencing with the Payment Date on which the City has Available Tax Increment (defined below), or on any other dates determined by the City Manager, through the last receipt of tax increment from the TIF District.

(c) Payments on the Interfund Loan are payable solely from "Available Tax Increments" which shall mean, on each Payment Date, all of the tax increment available after other obligations have been paid, generated in the preceding six (6) months with respect to the property within the TIF District and remitted to the City by Ramsey County, all in accordance with Minnesota Statutes, Sections 469.174 to 469.1799. Payments on the Interfund Loan are subordinate to any outstanding or future bonds, notes or contracts secured in whole or in part with Available Tax Increment, and are on parity with any other outstanding or future interfund loans secured in whole or in part with Available Tax Increment.

(d) The principal sum and all accrued interest payable under the Interfund Loan are pre-payable in whole or in part at any time by the City without premium or penalty. No partial prepayment shall affect the amount or timing of any other regular payment otherwise required to be made under this Interfund Loan.

(e) The Interfund Loan is evidence of an internal borrowing by the City in accordance with Minnesota Statutes, Section 469.178, Subd. 7, and is a limited obligation payable solely from Available Tax Increment pledged to the payment hereof under this resolution. The Interfund Loan and the interest hereon shall not be deemed to constitute a general obligation of the State of Minnesota or any political subdivision thereof, including, without limitation, the City. Neither the State of Minnesota, nor any political subdivision thereof shall be obligated to pay the principal of or interest on the Interfund Loan or other costs incident hereto except out of Available Tax Increment, and neither the full faith and credit nor the taxing power of the State of Minnesota or any political subdivision thereof is pledged to the payment of the principal of or interest on the Interfund Loan or other costs incident hereto. The City shall have no obligation to pay any principal amount of the Interfund Loan or accrued interest thereon, which may remain unpaid after the final Payment Date.

(f) The City may amend the terms of the Interfund Loan at any time by resolution of the City Council, including a determination to forgive the outstanding principal amount and accrued interest to the extent permissible under law.

Section 3. Effective Date. This resolution is effective upon the date of its approval.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2012.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Manager

## MEMORANDUM

TO: James Antonen, City Manager  
 FROM: Michael Martin, ACIP, Planner  
 Charles Ahl, Assistant City Manager  
**SUBJECT: Rolling Hills of Maplewood Mobile Home Park—Conditional Use Permit Review**  
 LOCATION: 1316 Pearson Drive  
 DATE: October 16, 2012

### INTRODUCTION

The conditional use permits for the first and second additions of the Rolling Hills Manufactured Home Park, located at 1316 Pearson Drive, are due for its annual city council review.

### BACKGROUND

On October 25, 1982, the city council approved the CUP for the Rolling Hills 1<sup>st</sup> Addition. The CUP for the 1<sup>st</sup> Addition was reconsidered on August 13, 1984 due to compliance issues during the early stages of site development.

On May 11 1987, the city council approved the CUP for the Rolling Hills 2<sup>nd</sup> Addition.

There were many subsequent reviews that followed to monitor CUP compliance during the development years.

#### Recent Council Action

On July 26, 2010, the city council approved an amendment to the Rolling Hills of Maplewood Mobile Home Park conditional use permit (CUP). This amendment allowed the park owner to place used mobile homes in the park instead of the previous requirement that all homes placed in the park be new. In addition, the council required that “all shelters and restroom facilities within shelters shall be kept sanitary and well maintained” as a result of complaints from Park residents.

Following the July 26 meeting, two residents of the Park contacted the city stating that they felt that the CUP was not being met because the Park owner removed the restrooms from the south shelter instead of repairing the facilities.

On September 13, 2010, the city council revisited the Rolling Hills CUP conditions to clarify their motion about the restroom requirement. The council moved that staff bring the CUP back for language clarification with the intent of reinforcing any of the original conditions of the CUP that might be erroneously thought to have been removed when it was revised and to call for a public hearing for the clarified CUP.

On October 11, 2010, the city council approved a revised CUP for Rolling Hills which incorporated previous conditions of approval for the Rolling Hills 1<sup>st</sup> and 2<sup>nd</sup> Additions and also a third section of conditions that apply to the entire Rolling Hills development which council approved on July 26, 2010.

On October 10, 2011, the city council reviewed the CUP and approved it for another year.

## **DISCUSSION**

The required restroom facilities have been installed in the shelters and staff is not aware of any outstanding issues since this CUP was before council last year. Staff has not received any complaints from residents of Rolling Hills or nearby neighbors.

## **BUDGET IMPACT**

None.

## **RECOMMENDATION**

Review the conditional use permits for 1316 Pearson Drive (Rolling Hills First and Second Additions) again only if a problem arises or a major change is proposed.

## REFERENCE INFORMATION

### SITE DESCRIPTION

Site size: 55.56 acres

Existing Use: Rolling Hills of Maplewood Mobile Home Park

### SURROUNDING LAND USES

North: Union Pacific Railroad tracks

South: Ivy Avenue and single dwellings

East: Century Avenue and single dwellings in the City of Oakdale

West: Pond View Apartments

### PLANNING

Land Use Plan: MDR (medium density residential)

Zoning: R3 (multiple dwelling residential)

p:sec24-29\Rolling Hills CUP Review\_CC\_102212

#### Attachments

1. Site/Location Map
2. Zoning Map
3. Land Use Plan Map
4. City Council Minutes, dated October 11, 2010

Priory Neighborhood Preserve

MONTANA AVE

1555

1487

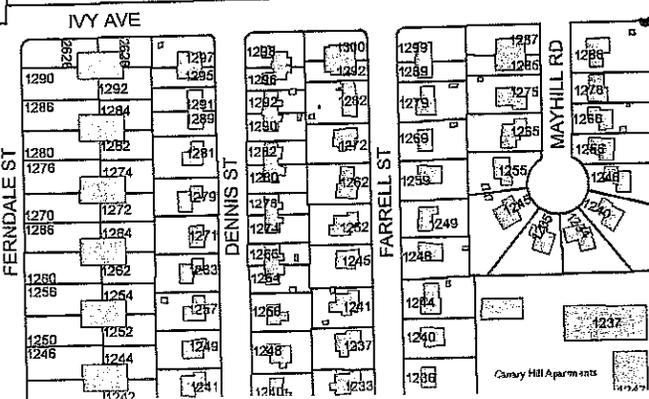
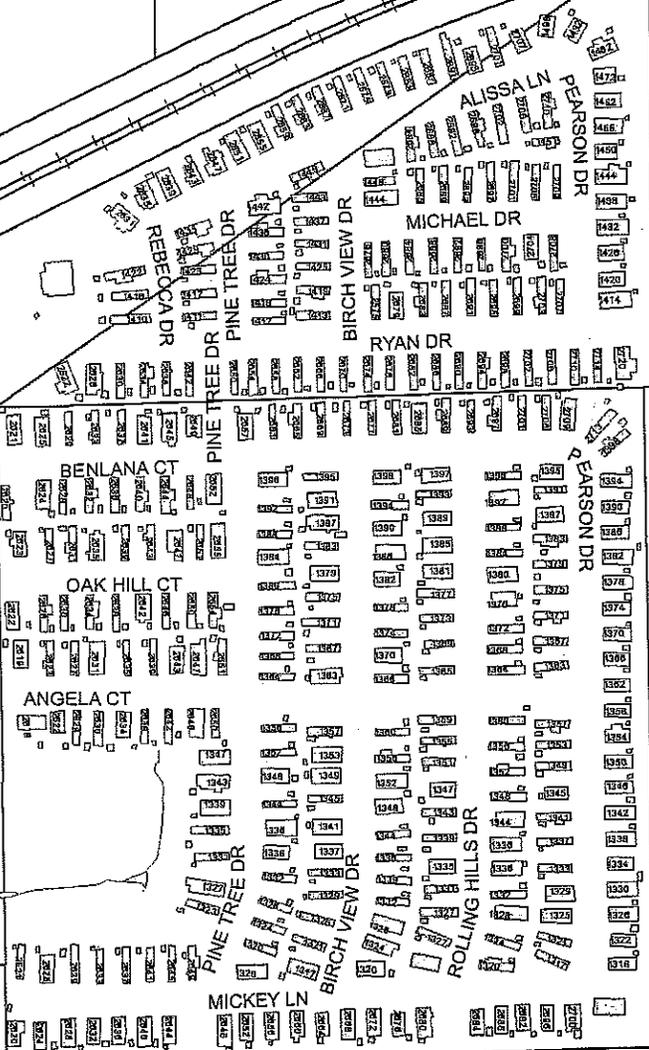
CENTURY AVE

Rolling Hills

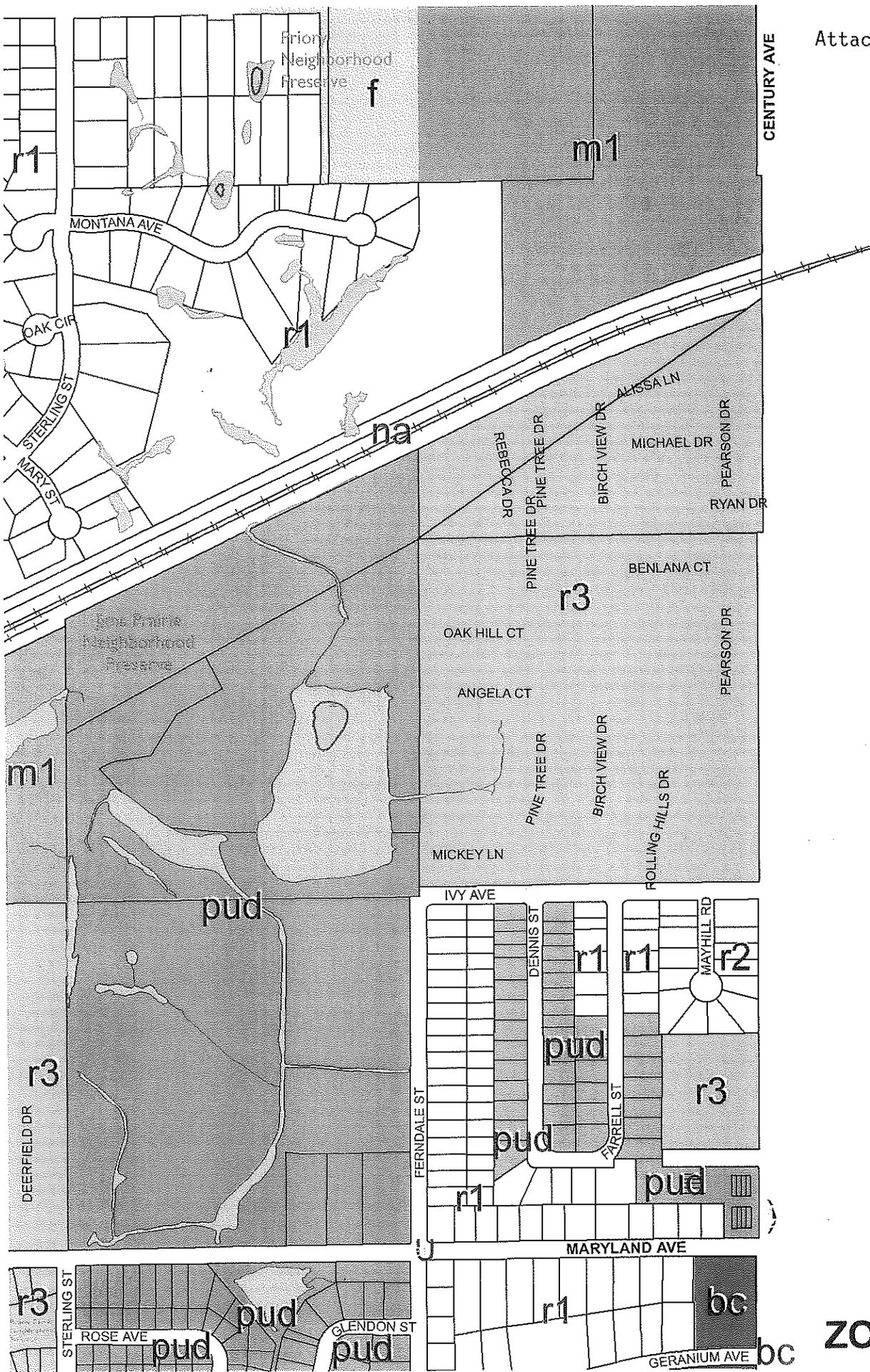
1500-2500  
1500-2500  
1500-2500

New Apartments

2585



# SITE / LOCATION MAP



# ZONING MAP

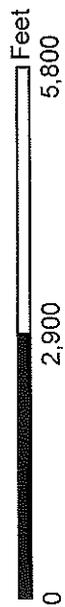
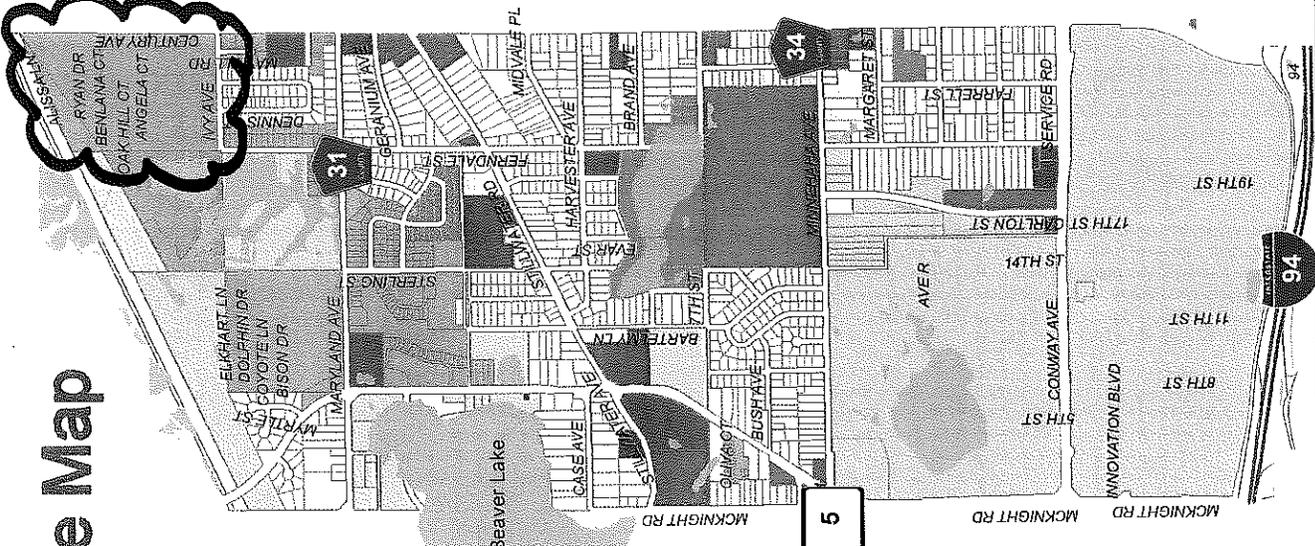
# Beaver Lake - Future Land Use Map

CITY OF MAPLEWOOD  
**2030**  
 COMPREHENSIVE PLAN

-  Rural/ Low Density Residential (0.5 - 1.5 Units per Acre)
-  Low Density Residential (2.6 - 6.0 Units per Acre)
-  Medium Density Residential (6.1 - 10.0 Units per Acre)
-  High Density Residential (10.1 - 25.0 Units per Acre)
-  Mixed Use (6.0 - 31.0 Units per Acre)

-  Commercial
-  Industrial
-  Government
-  Institutional
-  Park
-  Open Space
-  Water

Neighborhoods  
 January 25, 2010



**MINUTES  
MAPLEWOOD CITY COUNCIL**

7:00 p.m., Monday, October 11, 2010  
Council Chambers, City Hall  
Meeting No. 21-10

**H. PUBLIC HEARING**

**1. 7:00 p.m. or Later – Rolling Hills of Maplewood Mobile Home Park –  
Conditional Use Permit Reconsideration**

- a. Senior Planner, Tom Ekstrand gave the report and answered questions of the council.
- b. City Manager, James Antonen addressed and answered questions of the council.

Mayor Rossbach opened the public hearing at 7:17 p.m.

1. Tom DeVink, Attorney, Representing Rolling Hills Manufactured Home Park addressed the council.
2. Paul Ruby, President Rolling Hills Resident Association addressed the council.

Mayor Rossbach closed the public hearing.

Councilmember Nephew moved to approve the CUP for Rolling Hills of Maplewood Mobile Home Park incorporating revisions from the original CUP's.

10. Change the clause to specify that toilets and stall walls shall be maintained in both the north and south shelter restrooms. Including 14.
23. A clause added for the standard one year and the usual language in CUP's about that so that in the future it can be deferred for longer times.
24. Strike the first sentence after April 23, 1984. Change it to (a) The following improvements must be installed within 60 days after a mobile home is placed on a lot. (then include (1) and (2) and (b).
5. the second addition covers some of the same language so whatever fits briefer would be fine.

Seconded by Councilmember Koppen.

Mayor Rossbach made a friendly amendment to ensure that all of the items from the initial CUP and the second addition CUP (except for items from the first CUP 1, 2, 6, 7, 18, and 22 are not necessary), all other items should be represented in the third addition for the CUP. ***(Staff made the revisions and changes which are included in the resolution below)***

Councilmember Nephew agreed with the friendly amendment.

***The motion for the Rolling Hills CUP revision shall, therefore, include the conditions of approval required in the following resolution.***

**CONDITIONAL USE PERMIT REVISION RESOLUTION 10-10-475**

WHEREAS, the Maplewood City Council reconsidered the conditional use permit for the Rolling Hills of Maplewood Mobile Home Park to review which former and current conditions of approval were still pertinent to the operation of the Park.

WHEREAS, this permit applies to the property located on the west side of Century Avenue between Ivy Avenue and the Chicago and Northwest Railroad tracks, addressed as 1316 Pearson Drive. The legal description is:

The SE'ly ¼ of the NE'ly ¼ of Section 24, Township 29, Range 22, lying southeasterly of the Chicago and Northwest Railroad right-of-way, in Ramsey County, Minnesota.

and

The NE'ly ¼ of the SE'ly ¼ of Section 24, Township 29, Range 22 in Ramsey County, MN.

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

1. On October 11, 2010, the city council held a public hearing. The city staff published a notice in the paper and sent notices to the surrounding property owners. The city council gave everyone at the hearing a chance to speak and present written statements. The city council also considered the reports and recommendation of city staff.

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

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

8. The use would maximize the preservation of and incorporate the site's natural and scenic features into the development design.
9. The use would cause no more than minimal adverse environmental effects.

The conditional use permit for the Rolling Hills Mobile Home Park shall be subject to the following conditions. These include conditions from the Rolling Hills 1<sup>st</sup> Addition approval, conditions from the Rolling Hills 2<sup>nd</sup> Addition approval and from the conditions approved by the council on July 26, 2010 which pertain to the entire development:

### **Rolling Hills 1<sup>st</sup> Addition CUP Conditions**

1. The conditional use permit for Rolling Hills Mobile Home Park shall be reviewed by the city council in one year, October 2011. Subsequent annual reviews can be waived based on city council direction.
2. There shall be no exterior of equipment, such as bikes, hoses, lawnmowers, rakes, etc.
3. Each lot shall be allowed an exterior storage shed of no more than 120 square feet. Such shed must be kept in workmanlike repair and painted.
4. No access shall be allowed to Century Avenue.
5. No construction or grading shall be allowed to disturb the tamarack grove.
6. All utility installations shall be underground.
7. The private streets must be at least 28 feet in width, with parking on one side only. No parking shall be permitted in the vicinity of intersections. The Director of Public Safety shall specify the no parking distances for each intersection. Signs shall be posted by the park owner when available.
8. Water lines must be flushed at least once each year or as required by the environmental health official.
9. All storm water discharge must be directed to the wetland to the west. No connection to the city storm sewer shall be allowed.
10. All mobile homes must be new, skirted and tied down. Skirting shall extend from the frame of the chassis to the ground. Skirting must be painted to complement the mobile home.
11. All tie downs and foundations must meet the state building code.
12. (a) Construction on the below-grade storm shelter shall begin May 11, 1984, and shall be completed by June 22, 1984, unless the Director of Public Safety extends the deadline due to circumstances beyond the control of the developer. (b) The design of the below grade structure must be approved by the Director of Emergency Services, including emergency lighting, ventilation and sanitary facilities. (c) The above grade portion of the building must receive approval from the design review board before

construction. (d) The storm shelter must remain free of storage and be kept available for use. (e) No further permits for additional mobile homes shall be issued until the shelter is completed.

13. The sign regulations for the R3 district shall apply.
14. The following minimum setbacks shall apply:
  - (1) Twenty feet to a private street.
  - (2) Thirty feet to a public right-of-way, except for storage sheds.
  - (3) Five foot side yard setback on the side opposite the entry.
  - (4) Twenty foot side yard setback on the entry side.
15. No structures shall be allowed in a required setback, except for an accessory building, in the twenty foot side yard setback and the thirty foot setback from a public right-of-way. An accessory building must have a side yard setback of at least five feet.
16. The developer shall provide traffic control signs as required by the Director of Public Safety.
17. Compliance with all pertinent state statutes and regulations.
18. No variation shall be permitted from the site plan dated 3-21-83 without community design review board approval.
19. This conditional use permit shall be reviewed in one year to determine compliance with conditions and whether a change in conditions is necessary to resolve problems that may have developed.
20. A) The following improvements must be installed within sixty days after a mobile home is placed on a lot: (1) A paved driveway and off street parking pad at least sixteen feet wide and twenty feet deep. (2) A thirty inch wide sidewalk from the mobile home entrance to the parking pad subject to placement of entrance decks. B) Improvements required in item 20 shall not apply to model homes.
21. If any of the above conditions are not met, no additional mobile homes shall be moved into the park.

### **Rolling Hills 2<sup>nd</sup> Addition CUP Conditions**

1. Compliance with state requirements.
2. There shall be no exterior storage of equipment such as bikes, hoses, lawnmowers, rakes, etc.
3. Each lot shall be allowed an exterior storage shed of no more than 120 square feet. Such shed must be kept in workmanlike repair and painted.
4. Each lot shall be allowed to have children's play equipment unless the developer provides a tot lot adjacent to the community building.

5. Each lot shall be allowed a deck and carport, provided that either structure shall not be closer than ten feet to any adjacent dwelling. Carports shall not be closer than six feet to a private street and shall not have walls. On lots along Century Avenue, sheds shall not be closer than forty seven feet to the right-of-way.
6. All mobile homes be new, skirted and tied down. Skirting shall extend from the frame of the chassis to the ground. Skirting must be painted to complement the mobile home.
7. All tie downs and foundations must meet the state building code.
8. The sign regulations for the R3 district shall apply.
9. The following minimum setbacks shall apply for dwellings:
  - a. Twenty feet to a private street.
  - b. Forty seven feet to the Century Avenue right-of-way.
  - c. Five foot side yard setback on the side opposite the entry side.
  - d. Twenty foot side yard setback on the entry side.
  - e. Seventy feet to a railroad track.
10. Sales of mobile homes shall be limited to those owned by park residents and those sold by the park owner for placement in the park.
11. The storm shelter shall be kept free of storage. The shelter shall be kept open at all times or keys shall be made available to all residents in a manner to be approved by the Director of Emergency Services.
12. The city shall not be responsible for maintaining any of the internal improvements.
13. Water lines shall be flushed at least once a year.
14. Parking shall only be permitted on one side of each street. No parking shall be permitted closer than thirty feet to any intersection.
15. Adherence to the approved site plan and related conditions. Any significant change must be approved by the community design review board. Minor changes may be approved by staff.

**The city council's July 26, 2010 Motion Rolling Hills which pertain to the entire development**

1. Compliance with all building code requirements.
2. There shall be no exterior storage of equipment such as bikes, hoses, lawnmowers, rakes, etc.
3. Each lot shall be allowed an exterior storage shed of no more than 120 square feet. Sheds must be kept in good repair.
4. Each lot shall be allowed to have children's play equipment unless the developer provides a tot lot adjacent to the community building.

5. All mobile homes shall be skirted and tied down. Skirting shall extend from the frame of the chassis to the ground. Skirting must match the mobile home.
6. Manufactured homes to be placed in the park are no longer required to be new. All homes to be moved into the park must meet all current building code and fire code requirements.
7. The sign regulations for the R3 district shall apply.
8. The following minimum setbacks shall apply for dwellings:
  - Twenty feet to a private street.
  - Thirty feet to any public right-of-way for homes in the 1<sup>st</sup> Addition.
  - Forty-seven feet to the Century Avenue right-of-way for homes in the 2<sup>nd</sup> Addition.
  - Five foot side yard setback on the side opposite the entry side.
  - Twenty foot side yard setback on the entry side.
  - Seventy feet to a railroad track.
  - Ten feet to any adjacent dwelling for a deck or car port.
  - Six feet to a private street for a carport (carports shall not have walls).
  - Forty-seven feet to the Century Avenue right-of-way for a shed in the 2<sup>nd</sup> Addition.
9. The storm shelters shall be kept free of storage. The shelters shall be kept open at all times or keys shall be made available to all residents in a manner to be approved by the Director of Public Safety.
10. All shelters shall have private restroom facilities within the shelters which shall be kept sanitary and well maintained.
11. The park owner shall be responsible for maintaining all internal infrastructure improvements.
12. Water lines shall be flushed at least once a year.
13. Parking shall only be permitted on one side of each street. No parking shall be permitted closer than thirty feet to any intersection. These requirements are subject to the review and approval of the police chief.
14. There shall be no driveway access to Century Avenue or Ivy Avenue from the individual manufactured home sites.
15. Internal traffic signs shall be installed subject to the approval of the police chief.
16. Adherence to the approved site plan and related conditions. Any significant change must be approved by the community design review board. Minor changes may be approved by staff. The number of home sites shall not be increased without the revision of this conditional use permit.

The Maplewood City Council approved this resolution on October 11, 2010.

Seconded by Councilmember Koppen.

Ayes – All

The motion passed.

## MEMORANDUM

TO: James Antonen, City Manager  
FROM: Michael Martin, AICP, Planner  
Charles Ahl, Assistant City Manager  
SUBJECT: **Conditional Use Permit Review – Xcel Energy Substation Facility**  
LOCATION: 1480 County Road D  
DATE: October 16, 2012

### INTRODUCTION

The conditional use permit (CUP) for the Xcel Energy Substation Facility is due for its annual review. The CUP allows Xcel Energy to operate and expand the electrical substation and related electrical system operations on the existing 28-acre site. In addition, the CUP allows Xcel Energy to operate its wood chip and brush transfer operation on the property.

### BACKGROUND

February 3, 1972: The city council approved a special use permit (now known as a conditional use permit) for NSP (now Xcel Energy) to construct an electric substation for the site on County Road D.

March 10, 2008: The city council approved a conditional use permit for Xcel Energy to have and expand the electrical substation and related electrical system operations and a wood chipping and transfer operation on the property at 1480 County Road D.

March 23, 2009: The council reviewed this CUP and agreed to review it again in one year.

March 22, 2010: The council reviewed this CUP and agreed to review it again in one year.

April 25, 2011: The council reviewed this CUP and agreed to review again in six months to check on the status of ten replacement trees that needed to be planted.

October 21, 2011: The council reviewed this CUP and agreed to review it again in one year.

### DISCUSSION

Last year, staff had determined with Xcel that the 10 required trees on the site had died and needed to be replaced, which was done last October. Staff has confirmed that they currently appear to be in good health. Staff recommends reviewing this permit again in one year to check on the status of the trees.

The conditions of the CUP require that Xcel Energy prepare an annual report and submit it to the city regarding the wood chipping and chip removal activities on their site. Xcel Energy's Vegetation Management department submitted this report to city staff on September 21, 2012. The following information details the total of brush and wood that were dumped and transferred through the

Kohlman transfer site in 2011. Historical data from 2008, 2009 and 2010 is also included for reference.

- **2011 – A total of 9,760 yards of wood chips were transferred**
- 2010 – A total of 6,000 yards of wood chips were transferred
- 2009 (Feb. 2009 to Feb 2010) – A total of 16,144 yards of wood chips were transferred
- 2008 – A total of 19,650 yards of wood chips were transferred

## **RECOMMENDATION**

Review the conditional use permit for Xcel Energy's electrical substation and related electrical system operations in one year.

p:sec 3/Xcel Substation – CUPRev1012

Attachments:

1. Location Map
2. Site Plan
3. Planting Plan
4. City council minutes, March 10, 2008

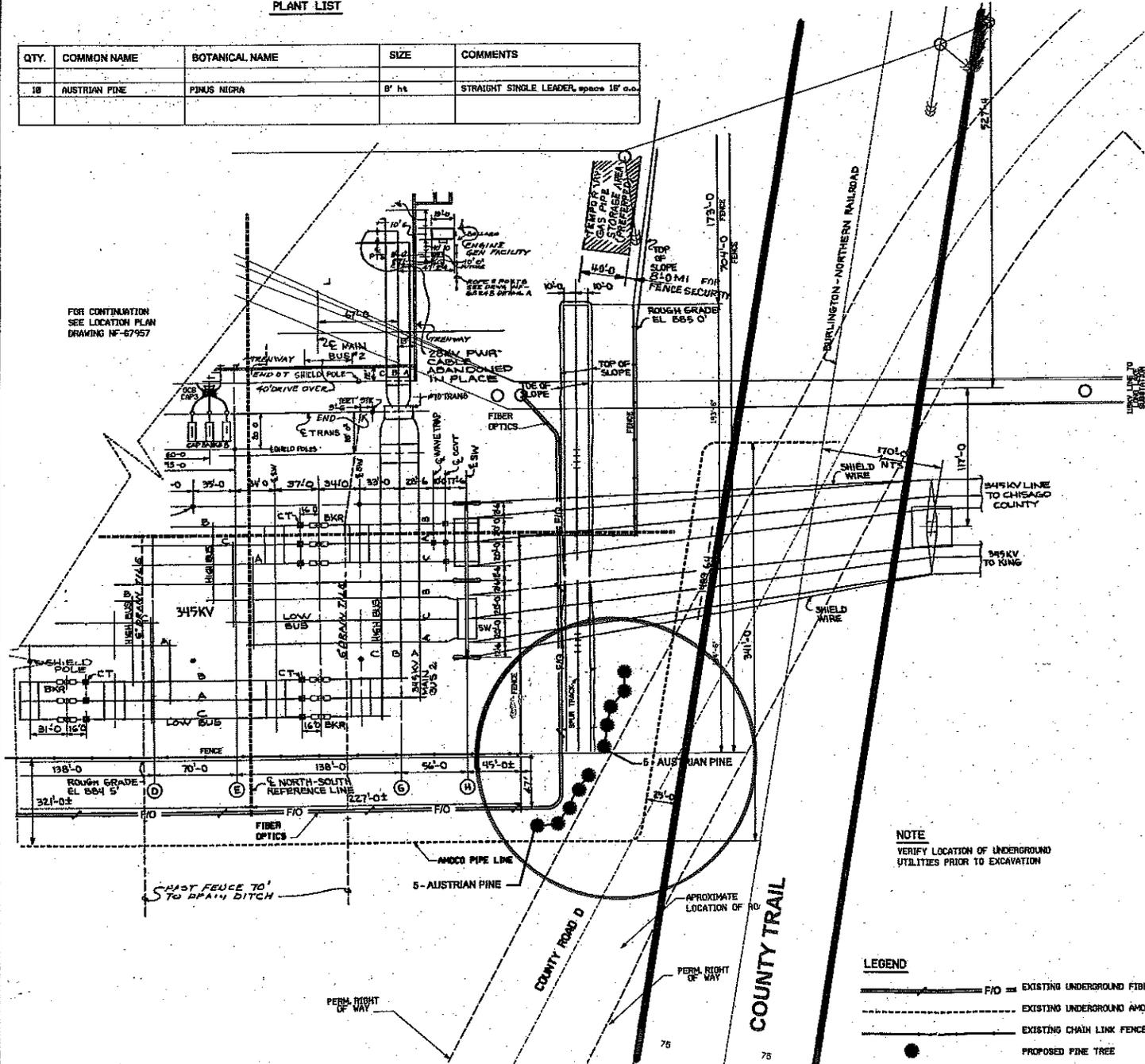


**Location Map**  
1480 County Road D East  
Xcel Substation



PLANT LIST

QTY.	COMMON NAME	BOTANICAL NAME	SIZE	COMMENTS
18	AUSTRIAN PINE	PINUS NIGRA	8' ht	STRAIGHT SINGLE LEADER, space 18' o.c.

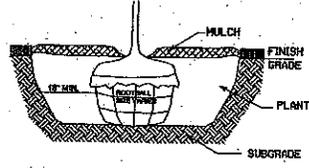


FBI CONTINUATION  
SEE LOCATION PLAN  
DRAWING NF-67957

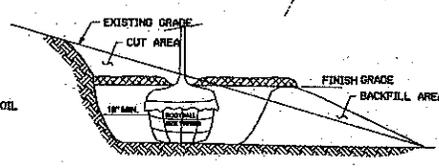
NOTE  
VERIFY LOCATION OF UNDERGROUND  
UTILITIES PRIOR TO EXCAVATION

LEGEND

- F/O = EXISTING UNDERGROUND FIBER
- EXISTING UNDERGROUND AMOCO
- EXISTING CHAIN LINK FENCE
- PROPOSED PINE TREE

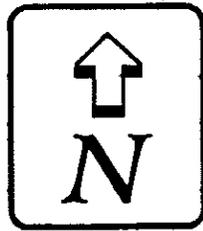


DETAIL TREE PLANTING  
NOT TO SCALE



DETAIL PLANTING ON A SLOPE  
NOT TO SCALE

PLANTING PLAN



**MINUTES**  
**MAPLEWOOD CITY COUNCIL**  
 7:00 p.m., Monday, March 10, 2008  
 Council Chambers, City Hall  
 Meeting No. 08-08

**J. UNFINISHED BUSINESS**

**1. Conditional Use Permit – Xcel Energy Electrical Substation (1480 County Road D).**

- a. Planner, Ken Roberts gave the report and answered questions of the council.
  - i. Dale Trippler, Planning Commission representative gave a report from the Planning Commission.
  - ii. Chris Rogers, Siting and Land Rights Agenda representing Xcel Energy, addressed the council.
  - iii. Dennis Phalen, Supervisor of Vegetation Management for Xcel Energy, addressed and answered questions of the council.
  - iv. Elizabeth Sletten, 2747 Clarence Street North, Maplewood. Ms. Sletten spoke regarding her strong disapproval of this project due to alleged health concerns.

Mayor Longrie moved to approve the resolution approving a conditional use permit for Xcel Energy to have and expand the electrical substation and related electrical system operations and a wood chipping and transfer operation on their property at 1480 County Road D. The city bases this approval on the findings required by the ordinance and is subject to the following conditions:

**CONDITIONAL USE PERMIT RESOLUTION 08-03-032**

WHEREAS, Mr. Chris Rogers, representing Xcel Energy, applied to Maplewood for a conditional use permit for the expansion of the existing electrical substation and for a wood chipping and transfer operation at 1480 County Road D.

WHEREAS, this permit applies to the property on the south side of old County Road D and north and west of new County Road D in Maplewood. The legal description is:

Registered Land Survey 262, Subject to Roads, Tract A (PIN 03-29-22-21-0002)

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

1. On February 2, 1972, the Maplewood City Council approved a special use permit for NSP (Northern States Power) to construct an electrical substation on the subject property.
2. On February 19, 2008, the planning commission held a public hearing. The city staff published a notice in the paper and sent notices to the surrounding property owners. The planning commission gave persons at the hearing a chance to speak and present written statements. The commission also considered reports and recommendations of the city staff. The planning commission recommended that the city council approve the conditional use permit.
3. On March 10, 2008, the city council discussed the proposed conditional use permit. They considered reports and recommendations from the planning commission and city staff.

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

March 10, 2008  
 City Council Meeting Minutes

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

Approval is subject to the following conditions:

1. All construction and activities on the site shall follow the site and project plans dated January 18, 2008 as approved by the city. City staff may approve minor changes to these plans and the city council must approve major changes to the approved plans. These plans shall include the planting of at least 10 trees on the southeast corner of the site as shown on submitted planting plan. Xcel Energy shall replace any of the trees they plant if they are damaged or die.
2. Any fence over six feet tall requires a building permit issued by the city. The city building official will require the submittal of a structural plan for the proposed fence approved by a registered engineer with the building permit materials.
3. Xcel Energy must start the installation of the new transformer and associated site work within one year of council approval or the permit shall become null and void. The council may extend this deadline for one year.
4. Xcel Energy shall prepare an annual report and submit it to the city about the wood chipping and chip removal activities on their site. This report shall include documentation about the dates and amount of materials the contractor removes from the site.
5. The city council shall review this permit in one year.

The Maplewood City Council approved this resolution on March 10, 2008.

Seconded by Councilmember Rossbach.  
The motion passed.

Ayes – All

## AGENDA REPORT

**TO:** James Antonen, City Manager  
**FROM:** DuWayne Konewko – Parks and Recreation Director  
 Jim Taylor – Park Manager  
**SUBJECT:** Consider Acceptance of Grants for Edgerton #10 (Tom Kelly Field) and Approval to go Ahead with the Project.  
**DATE:** October 16, 2012

### INTRODUCTION

The City has received a grant from the Minnesota Twins Community Fund for \$10,000. This grant is to upgrade a field in honor of longtime Maplewood resident Tom Kelly. The field that City staff and members of the Community Fund have chosen is Edgerton Park field #1. In addition to working with the Twins Community Fund, staff has asked to partner with Maplewood Athletic Association to fund the project. Maplewood Athletic Association has donated \$5000 to the upgrade.

### DISCUSSION

The project will consist of rebuilding the dugouts, lengthening the bases, and some overall re-cutting of the field to clean it up. The entire budget for the project will be \$30,000. The cost breakdown will be as follows:

Expenses:

Excavation-	\$ 6,382
Fencing-	\$14,275
Bleachers-	\$ 3,000
Signage -	\$ 1,500
Misc. Materials and Labor	<u>\$ 4,500</u>
<i>Total Project Expenses</i>	<i>\$29,675</i>

Funding:

**Cash**

Minnesota Twins Community Fund	\$10,000
Maplewood Athletic Association	\$ 5,000
City of Maplewood	\$ 7,000

**In Kind Contributions**

Minnesota Twins Community Fund	\$ 4,500	Bleachers and Signage
City of Maplewood	<u>\$ 3,500</u>	Labor and Materials
<i>Total Project Budget</i>	<i>\$30,000</i>	

### FINANCES

The city's cash contribution would come from two different funding sources, with \$3000 coming from the Parks Administration budget 101-601, and the remaining \$4000.00 coming from the Parks general tax levy allocation in the C.I.P. Fund.

## **RECOMMENDATIONS**

1. Staff recommends the City Council approve the acceptance of the Minnesota Twins Community Fund grant for \$10,000 and the donation to the project from the Maplewood Athletic Association for \$5000.
2. Staff recommends that Council approve the project to upgrade field #1 at Edgerton Park renaming it Tom Kelly Field #10 and authorize the Finance Manager to make the appropriate budget adjustments for the project.

## AGENDA REPORT

**TO:** James Antonen, City Manager  
**FROM:** Michael Thompson, Public Works Director / City Engineer  
Steven Love, Assistant City Engineer  
**SUBJECT:** **Approval of BP Agreement and Easement for Hazelwood Street and County Road D East Property**  
**DATE:** September 28, 2012

### INTRODUCTION

The Council will consider approving an Agreement and Partial Release of BP Pipelines right-of-way across the City owned property.

### DISCUSSION

On April 11, 2011 the City Council approved the Vacation Resolution for excess right-of-way at Hazelwood Street and County Road D East. The excess right-of-way was a result of the realignment of Hazelwood Street and County Road D East when Legacy Village and Heritage Square were developed. On December 12, 2011 the City Council approved the signing of agreements and easements, the revised vacation resolution, and authorized the recording of quit claim deeds necessary to complete the vacation process.

The vacated right-of-way has been attached to the recently acquired City property at the southwest corner of the intersection of County Road D East and Hazelwood Street. The City is in the process of developing a plat for the new parcel with the goal of marketing it for sale.

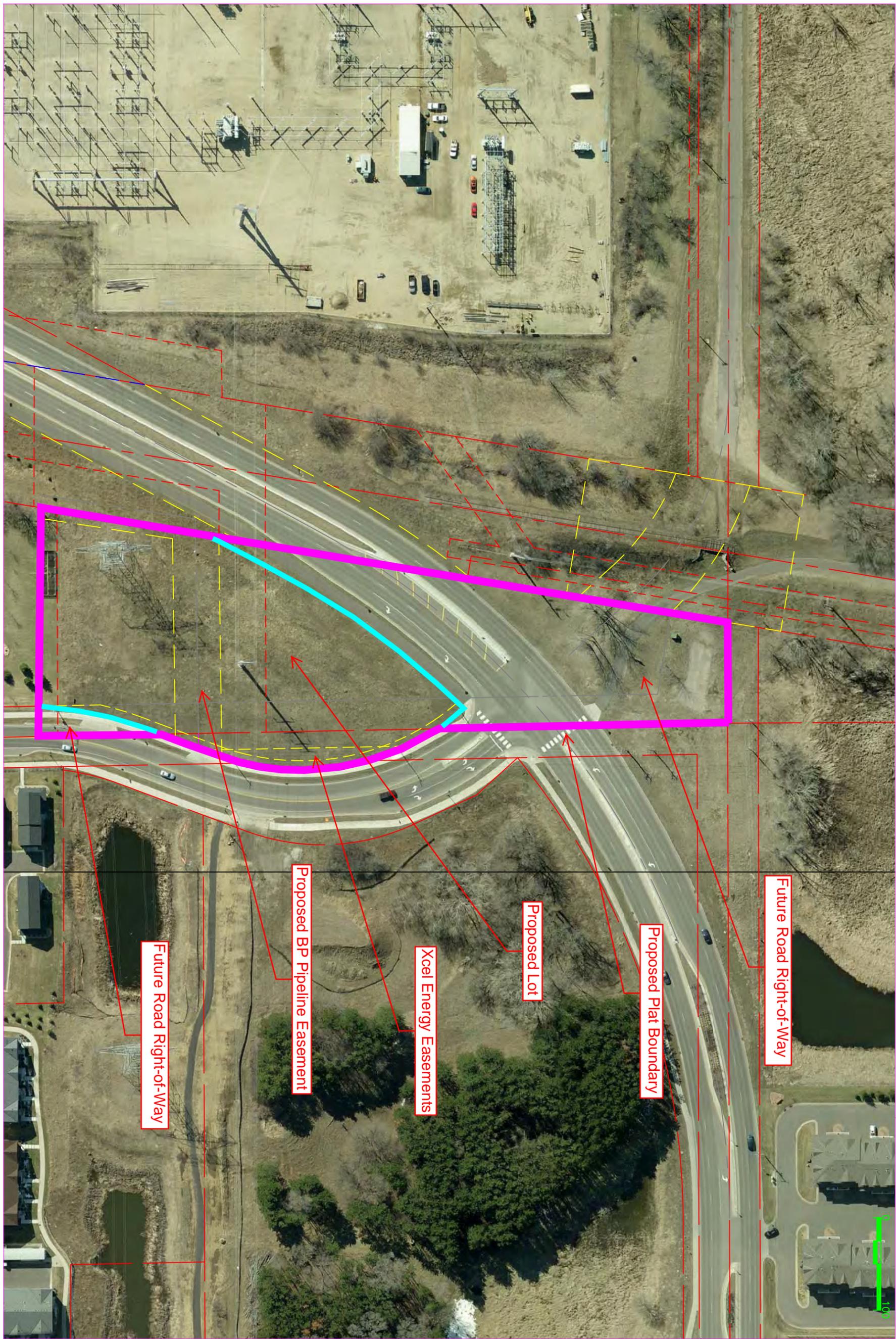
BP Pipelines owns and operates an underground gas main that crosses the City owned property. This gas main is currently covered by a blanket easement over the City owned property. The proposed Agreement and Partial Release of BP Pipelines right-of-way redefines the blanket easement to a 50 foot wide strip easement (see attachment) centered on the existing pipeline over the City owned property. This is to ensure the BP easement is reduced to only what is necessary and to help create a buildable lot.

### RECOMMENDATION

It is recommended that the council approve the attached Agreement and Partial Release of BP Pipelines right-of-way across the City owned property. It is further recommended that the council authorize the Mayor and City Manager to sign the Partial Release of BP Pipelines right-of-way. Minor changes to the easements can be made if reviewed and approved by the City Attorney. It is further recommended that the council authorize the City Engineer to record the above listed document.

Attachment:

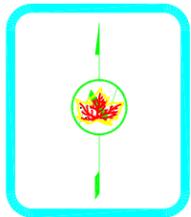
1. Hazelwood Avenue and County Road D Location Map
2. Agreement and Partial Release of BP Pipelines right-of-way



# PROPOSED PLAT COUNTY ROAD D & HAZELWOOD AVE

CITY OF MAPLEWOOD PROPERTY

CITY PROJECT # 11-01



This Document Prepared By,  
And When Recorded Return to:  
Brad Krabel  
BP Pipelines (North America) Inc.  
150 W. Warrenville Road  
Naperville, IL 60563

File #4000-1581

**AGREEMENT & PARTIAL RELEASE OF PIPELINE RIGHT-OF-WAY**

Ramsey County, Minnesota

**THIS AGREEMENT**, made and entered into this 31 day of August, 2012, by and between BP Products North America Inc. a Maryland corporation, with a mailing address of 150 W. Warrenville Road, Naperville, IL. 60563, (hereinafter referred to as "COMPANY"), and City of Maplewood, a Minnesota municipal corporation, with a mailing address of 1902 County Road B East, Maplewood, MN 55109 hereinafter referred to as "OWNER";

WITNESSETH:

WHEREAS, OWNER (or OWNER's predecessor in interest) by instrument dated August 24, 1946 and recorded in Book 1233, Page 33 in the records of Ramsey County, Minnesota, granted unto Standard Oil Company, an Indiana Corporation a certain right-of-way easement hereinafter referred to as "Easement", together with and including the right to lay, maintain, operate, repair, replace and remove pipelines and all necessary fixtures, equipment and appurtenances thereto, hereinafter referred to as "Pipeline Facilities", in over, through and across the following described lands, hereinafter referred to as the "Original Easement Property":

All that part of the NW ¼ of Section 3, Township 29 North, Range 22 West,  
Lying East of the East line of the right of way of the St. Paul and Duluth  
Railway, Ramsey County, Minnesota.

Together with the right of ingress and egress to and from said Original Easement Property;  
and

WHEREAS Standard Oil Company, an Indiana Corporation, did assign its rights, title  
and interests in the Easements to the American Oil Company, a Maryland corporation, on  
December 31, 1960, said document filed of record in Book 1724, Page 61, as Document  
Number 1530551.

WHEREAS, Amoco Oil Company did change its name to BP Products North America  
Inc. on October 1, 2001,

WHEREAS, pursuant to the Easement, a pipeline was or pipelines were constructed  
together with other associated facilities (such pipeline and associated facilities being  
collectively referred to as "Pipeline Facilities") and installed over, through and across the  
above described Original Easement Property and is presently maintained and operated as  
part of the pipeline system of COMPANY; and

WHEREAS, OWNER is current owner of all or a portion of the Original Easement  
Property, said portion being described in Exhibit A , attached hereto and incorporated herein  
and hereinafter referred to as "Owner's Property"; and

WHEREAS, COMPANY has received a request from OWNER to release that portion  
of the Owner's Property not required for use by COMPANY in connection with the exercise  
of the rights granted to COMPANY pursuant to the Easement; and

WHEREAS, COMPANY is willing to describe and limit its right-of-way easement to a  
defined strip across Owner's Property and to release the remainder of Owner's Property  
BUT NO OTHER PROPERTY from the terms and provisions of said Easement under the  
conditions herein provided and mutually agreed upon by COMPANY and OWNER.

NOW, THEREFORE, in consideration of the mutual agreements herein contained,  
COMPANY and OWNERS hereby agree that the said Easement as it affects Owners'

Property shall be, from and after the date hereof, limited to and exercisable only to a strip of land Fifty (50) feet in width (hereinafter, the "Defined Easement Strip"), extending approximately Twenty-Five (25) feet by perpendicular measurement on each side of the existing pipeline centerline, as described on the attached Exhibit B, FURTHER SAVING AND EXCEPTING TO COMPANY, its successors and assigns, the right of ingress and egress across OWNERS' Property for the purpose of allowing COMPANY to exercise any rights reserved to it under the Original Easement or this Agreement on the Defined Easement Strip, and FURTHER SUBJECT to the following terms, conditions, and covenants:

1. The aforesaid centerline description is intended to coincide with the actual centerline of COMPANY'S pipeline as now located and installed upon and across the Owners' Property and to the extent that the aforesaid centerline description conflicts with or is of variance with said actual centerline, then said actual centerline shall be deemed controlling for all purposes of this instrument and COMPANY shall have the right to record a corrective Exhibit B hereto reflecting the actual location of the pipeline.
2. During any period of construction, maintenance or repair, COMPANY shall have the right to temporarily occupy OWNERS' property adjacent to the Fifty (50) foot Defined Easement Strip.  
The COMPANY shall be responsible for any damages cause by said "temporary" occupation of OWNER'S property adjacent to the defined Easement Strip.
3. Except as otherwise provided herein, no buildings, streets, driveways, underground pipes, cables, or any other structures shall be executed or created within the limits of the Defined Easement Strip and provided further that OWNER, shall not erect or construct, nor permit the erection of construction of any buildings, walls, fences, engineering works, or any other type of structure or structures on, over, under, through, or across said Defined Easement Strip without the express written consent of COMPANY, its successors and assigns. If such written consent is given, all costs and expenses of moving, lowering, relocating or encasing the Pipeline Facilities to accommodate such new streets, driveways, pipes, cables or other structures, shall be borne by the then owners of the Property or such other persons who shall have the right to require such or similar modifications to the Pipeline Facilities. COMPANY shall not be held liable to OWNER for any damage caused to any of the permitted

facilities constructed across or along the Defined Easement Strip in exercising the rights granted COMPANY in the Original Easement, and if in the judgment of COMPANY, the construction of such permitted facilities requires that the pipeline or pipelines located on said strip be altered, lowered, encased, or otherwise protected, the entire cost of such protective measures shall be borne fully by OWNER.

4. OWNER, its successors and assigns shall not engage in, nor permit any activity which would violate or cause any violation of an applicable Federal, State or Local rule, regulation, or order governing land use in the vicinity of pipeline(s).
5. OWNER further agrees that COMPANY shall have the right at any time or times to lay, maintain, operate, repair, replace, alter, renew, and remove the existing Pipeline Facilities and related appurtenances and/or additional pipelines on, over, through and across the Easement within the Defined Easement Strip. COMPANY shall also have the right to change the pipe size of the existing pipeline located within the Defined Easement Strip.
6. OWNER's right to use the strip of land constituting the Defined Easement Strip shall be confined to those uses not inconsistent with COMPANY's rights, which will not interfere with the operation, maintenance, repair, removal, alteration and replacement of said Pipeline Facilities, and in a manner that will not unreasonably interfere with the use of said right-of-way strip by COMPANY for the purposes as set forth in the original Easement first hereinabove described. OWNER agrees, however, that no trees shall be planted within the Defined Easement Strip and COMPANY shall have the right to cut and remove any and all trees and undergrowth within the Fifty (50) foot strip of land without compensation to OWNER, its successors and assigns
7. It is understood and agreed that COMPANY has the express right to perform maintenance or other work (including, but not limited to, the operation, repair, replacement, installation of additional pipelines, and removal ) on its Pipeline Facilities and related appurtenances within its Defined Easement Strip area at anytime, in accordance with the terms of the easement.
8. The parties hereto hereby acknowledge that a certain portion of the Original Easement Property was formerly occupied by COMPANY under permit. The parties hereby agree that such portion shall be included within the Define Easement Strip and is subject to all the terms and conditions of the Easement and this Agreement

**THIS INSTRUMENT CONTAINS ALL OF THE PROMISES, TERMS AND PROVISIONS OF THE AGREEMENTS MADE BY THE PARTIES HERETO, AND IT IS HEREBY UNDERSTOOD THAT THE PERSON SECURING THIS AGREEMENT ON BEHALF OF COMPANY IS WITHOUT AUTHORITY TO MAKE ANY COVENANT OR AGREEMENT NOT HEREIN EXPRESSED.**

Except as herein modified, all right, title and interest of every kind and nature as contained in the Easement is fully reserved by COMPANY and shall otherwise remain in full force and effect as to the Defined Easement Strip and all property other than the remaining Owner's Property, it being fully understood that the only property being released under this Agreement is the Owner's Property OUTSIDE of the Defined Easement Strip.

The terms, conditions and provisions hereof shall extend to and be binding upon the parties hereto, its respective heirs, successors, grantees, and assigns, but in no event shall this document be binding upon COMPANY until such time as it is executed and attested to by COMPANY management.

IN WITNESS WHEREOF, the parties hereto have caused the agreement to be executed and have affixed its respective signature as of the day and year first written above.

BP Products North America Inc.

By: \_\_\_\_\_

S. Pankhurst, Attorney-in-fact

THE STATE OF Illinois \_\_\_\_\_)

COUNTY OF DuPage \_\_\_\_\_)

Before me, a Notary Public in and for said County and State, on this day personally appeared S. Pankhurst, known to me to be the Attorney-in-fact, of BP Products North America Inc. a corporation of the State of Maryland, and acknowledged to me that he executed said instrument for the purposes and consideration therein expressed, and as the act of said corporation.

Given under my hand and seal of office this \_\_\_\_ day of \_\_\_\_\_, 2012.

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_

City of Maplewood

\_\_\_\_\_  
Mayor

THE STATE OF \_\_\_\_\_ )

COUNTY OF \_\_\_\_\_ )

Before me, a Notary Public in and for said County and State, on this day personally appeared \_\_\_\_\_, known to me to be the person described in and who executed the foregoing instrument, and acknowledged that \_\_\_\_\_ executed the same as \_\_\_\_\_ free act and deed.

Given under my hand and seal of office this \_\_\_\_\_ day of \_\_\_\_\_, 2012

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_

City of Maplewood

\_\_\_\_\_  
City Manager

THE STATE OF \_\_\_\_\_ )

COUNTY OF \_\_\_\_\_ )

Before me, a Notary Public in and for said County and State, on this day personally appeared \_\_\_\_\_, known to me to be the person described in and who executed the foregoing instrument, and acknowledged that \_\_\_\_\_ executed the same as \_\_\_\_\_ free act and deed.

Given under my hand and seal of office this \_\_\_\_\_ day of \_\_\_\_\_, 2012

\_\_\_\_\_  
Notary Public

My Commission Expires: \_\_\_\_\_

## **EXHIBIT "A"**

Attached to and becoming a part of this agreement between  
BP Products North America and The City of Maplewood, Minnesota

All that part of Section 3, Township 29 North, Range 22 West (excepting the southerly 2,075 feet), lying easterly of Burlington Northern Railroad Right-of Way, of the Northwest  $\frac{1}{4}$  (subject to roads) in Section 3, Township 29 North, Range 22 West, PIN 03-29-22-21-0004, according to the map or plat thereof on file and of record in the office of the Ramsey County Recorder and Registrar of Titles.

## EXHIBIT "B"

Attached to and becoming a part of this agreement between  
BP Products North America and The City of Maplewood, Minnesota

A 50.00 foot pipeline easement lying in the Northeast Quarter of the Northwest Quarter and in the Northwest Quarter of the.: Northeast Quarter of Section 3, Township 29 North, Range 22 West, Ramsey County, Minnesota. Said easement extends 25.00 feet to the left and 25.00 feet to the right of the following described centerline:

Commencing at the northeast corner of the Northwest Quarter of said Section 3; thence SOI  $06^{\circ}59'E$ , Ramsey County Coordinate System NAD83 (1986 Adjustment), along the east line of said Northwest Quarter, 571.74 feet; thence  $N89^{\circ}11'26"E$ , 16.07 feet to the west line of Hazelwood Street for a point of beginning of the centerline to be described; thence  $S89^{\circ}11'26"W$ , 248.55 feet; thence  $S08^{\circ}45'46"W$ , 170.45 feet to the north line of the South 2075 feet of said Northwest Quarter and there terminating. The sides of said easement shall either be shortened or lengthened to intersect both the west right of way line of Hazelwood Street and the north line of the South 2075 feet of said Northwest Quarter.

## AGENDA REPORT

**TO:** James Antonen, City Manager  
**FROM:** Michael Thompson, Public Works Director / City Engineer  
**SUBJECT:** **Approval of MnDOT Limited Use Permit for Trail along County Rd B, TH36/English Street Interchange Improvements, City Project 09-08**  
**DATE:** October 12, 2012

### INTRODUCTION

The City Council should consider approving the limited use permit with Mn/DOT in order for the city to construct a trail that would be located within MnDOT right-of-way along County Rd B near Highway 61.

### BACKGROUND

This is a standard limited use permit that allows the city trail to be placed and maintained by the city within MnDOT Trunk Highway.

### BUDGET

No cost is associated with the approval of this limited use permit.

### RECOMMENDATION

It is recommended that the City Council adopt the attached resolution approving the limited use permit with Mn/DOT and authorize the Mayor and City Manager to sign the agreement signifying approval by the council. The City Attorney is authorized to make minor revisions as needed.

#### Attachments:

1. Resolution Approving the Limited Use Permit
2. Limited Use Permit
3. Trail Map

RESOLUTION FOR  
CITY OF MAPLEWOOD LIMITED USE PERMIT  
WITH THE STATE OF MINNESOTA  
DEPARTMENT OF TRANSPORTATION  
FOR A PEDESTRIAN TAIL IN THE RIGHT-OF-WAY OF  
TRUNK HIGHWAY 61 AT COUNTY RD B

WHEREAS, the City of Maplewood is a political subdivision, organized and existing under the laws of the State of Minnesota, and,

WHEREAS, the City Council of the City of Maplewood has approved a plan to construct a pedestrian trail in the right-of-way of Trunk Highway 61 to promote the orderly and safe movement of pedestrians, and,

WHEREAS, the State of Minnesota, Department of Transportation requires a Limited Use Permit for the construction and utilization of said pedestrian trail;

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Maplewood hereby enters into a Limited Use Permit with the State of Minnesota, Department of Transportation for the following purposes:

- 1) To construct, operate, and maintain a pedestrian trail within the right-of-way of Trunk Highway 61 of the State of Minnesota along County Rd B. The City of Maplewood shall construct, operate, and maintain said trail in accordance with the Limited Use Permit granted by the Minnesota Department of Transportation.

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the Mayor and City Manager are authorized to execute the Limited Use Permit and any amendments to the Permit.

Adopted by City Council of the City of Maplewood this 22<sup>nd</sup> day of October 2012.

**STATE OF MINNESOTA  
DEPARTMENT OF TRANSPORTATION**

**LIMITED USE PERMIT**

C.S. 6222 (T.H. 61)  
County of Ramsey  
LUP # 6222-0066  
Permittee: City of Maplewood  
Terminates: 10/05/2022

In accordance with Minnesota Statutes Section 161.434, the State of Minnesota, through its Commissioner of Transportation, MnDOT, hereby grants a Limited Use Permit to City of Maplewood, Permittee, to use the area within the right of way of Trunk Highway No. 61 as shown in red on Exhibit "A", (the Area) attached hereto and incorporated herein by reference. This permit is executed by the Permittee pursuant to resolution, a certified copy of which is attached hereto and incorporated herein.

**Non-Motorized Recreational Trail**

The Permittee's use of the Area is limited to only the constructing, maintaining and operating a nonmotorized recreational trail (the Facility) and the use thereof may be further limited by 23 C.F.R. 652 also published as the Federal-Aid Policy Guide.

In addition, the following special provisions shall apply:

**SPECIAL PROVISIONS**

1. **TERM.** This permit will terminate at 11:59PM on 10/05/2022. This permit will not be renewed. This permit is also subject to cancellation and termination by the Minnesota Department of Transportation, with or without cause, by giving the Permittee 90 days written notice of such intent. Prior to termination, or within 90 days of the cancellation notice, the Facility shall be removed by the Permittee. The Permittee is required to return and restore the area to a condition satisfactory to the Minnesota Department of Transportation District Engineer. The removal of the Facility and the return and restoration of the Area shall be at no cost to the Minnesota Department of Transportation and at the sole expense of the Permittee. If Permittee desires to continue its use of the Area, the Permittee must reapply to the Minnesota Department of Transportation, at least 90 days prior to termination, for a new limited use permit.

After termination, any continued occupancy or use, under this permit, of the Area is not authorized. However, if such continued occupancy or use occurs, all provisions of this permit related to Permittee's liability or responsibility remain in effect. Permittee will pay MnDOT all

costs and expenses, including attorney's fees, in any successful action brought by State of Minnesota to remove the facility and stop the continued occupancy or use.

2. CONSTRUCTION. The construction, maintenance, and supervision of the Facility shall be at no cost or expense to MnDOT.

Before construction of any kind, the plans for such construction shall be approved in writing by the Minnesota Department of Transportation, through the District Engineer. Approval from Minnesota Department of Transportation District Engineer shall be required for any changes from the approved plan.

The Permittee shall construct the Facility at the location shown in the attached Exhibit "A" subject to verification by the Minnesota Department of Transportation District Engineer that the construction geometrics and procedures result in a Facility that is compatible with the safe and efficient operation of the highway.

Upon completion of the construction of the Facility, the Permittee shall restore all disturbed slopes and ditches in such manner that drainage, erosion control and aesthetics are perpetuated.

The Permittee shall preserve and protect all utilities located on the lands covered by this permit at no expense to MnDOT and it shall be the responsibility of the Permittee to call the Gopher State One Call System at 1-800-252-1166 at least 48 hours prior to performing any excavation.

Any crossings of the Facility over the trunk highway shall be perpendicular to the centerline of the highway and shall provide and ensure reasonable and adequate stopping sight distance.

3. MAINTENANCE. Any and all maintenance of the Facility shall be provided by the Permittee at its sole cost and expense, including, but not limited to, plowing and removal of snow and installation and removal of regulatory signs. No signs shall be placed on any MnDOT or other governmental agency sign post within the Area. MnDOT will not mark obstacles for users on trunk highway right of way.
4. USE. Other than as identified and approved by MnDOT, no permanent structures or no advertising devices in any manner, form or size shall be allowed on the Area. No commercial activities shall be allowed to operate upon the Area.

Any use permitted by this permit shall remain subordinate to the right of the Minnesota Department of Transportation to use the property for highway and transportation purposes. This permit does not grant any interest whatsoever in land, nor does it establish a permanent park, recreation area or wildlife or waterfowl refuge Facility that would become subject to Section 4 (f) of the Federal-Aid Highway Act of 1968, nor does this permit establish a Bikeway or Pedestrian way which would require replacement pursuant to Minnesota Statutes Section 160.264. No rights to relocation benefits are established by this permit.

This permit is non-exclusive and is granted subject to the rights of others, including, but not limited to public utilities which may occupy the Area.

5. **APPLICABLE LAWS.** This permit does not release the Permittee from any liability or obligation imposed by federal law, Minnesota Statutes, local ordinances, or other agency regulations relating thereto and any necessary permits relating thereto shall be applied for and obtained by the Permittee.
6. **CIVIL RIGHTS.** The Permittee, for itself, its successors, and assigns, agrees to abide by the provisions of Title VI Appendix C of the Civil Rights Act of 1964, which provides in part that no person in the United States, shall on the grounds of race, color, or national origin, be excluded from, or denied use of any Facility.
7. **SAFETY.** MnDOT shall retain the right to limit and/or restrict any activity, including the parking of vehicles and assemblage of Facility users, on the highway right of way over which this permit is granted, so as to maintain the safety of both the motoring public and Facility users.
8. **ASSIGNMENT.** No assignment of this permit is allowed.
9. **IN WRITING.** Except for those which are set forth in this permit, no representations, warranties, or agreements have been made by MnDOT or Permittee to one another with respect to this permit.
10. **ENVIRONMENTAL.** The Permittee shall not dispose of any materials regulated by any governmental or regulatory agency onto the ground, or into any body of water, or into any container on the State's right of way. In the event of spillage of regulated materials, the Permittee shall provide for cleanup of the spilled material and of materials contaminated by the spillage in accordance with all applicable federal, state and local laws and regulations, at the sole expense of the Permittee.
11. **MECHANIC'S LIENS.** The Permittee (for itself, its contractors, subcontractors, its materialmen, and all other persons acting for, through or under it or any of them), covenants that no laborers', mechanics', or materialmens' liens or other liens or claims of any kind whatsoever shall be filed or maintained by it or by any subcontractor, materialmen or other person or persons acting for, through or under it or any of them against the work and/or against said lands, for or on account of any work done or materials furnished by it or any of them under any agreement or any amendment or supplement thereto.
12. **NOTICES.** All notices which may be given, by either party to the other, will be deemed to have been fully given when served personally on MnDOT or Permittee or when made in writing addressed as follows: to Permittee at:

City of Maplewood:

and to MnDOT at:

City of Maplewood  
1902 County Road B  
Maplewood, MN 55109

State of Minnesota  
Department of Transportation  
Metro District Right of Way  
1500 W. County Road B2  
Roseville, MN 55113

The address to which notices are mailed may be changed by written notice given by either party to the other.

- 13 INDEMNITY. Permittee shall defend, indemnify, hold harmless and release the State of Minnesota, its Commissioner of Transportation and employees and its successors and assigns, from and against:
- (a) all claims, demands, and causes of action for injury to or death of persons or loss of or damage to property (including Permittee's property) occurring on the Facility or connected with Permittee's use and occupancy of the Area, regardless of whether such injury, death, loss or damage is caused in part by the negligence of State of Minnesota or is deemed to be the responsibility of State of Minnesota because of its failure to supervise, inspect or control the operations of Permittee or otherwise discover or prevent actions or operations of Permittee giving rise to liability to any person.
  - (b) claims arising or resulting from the temporary or permanent termination of Facility user rights on any portion of highway right of way over which this permit is granted;
  - (c) claims resulting from temporary or permanent changes in drainage patterns resulting in flood damages;
  - (d) any laborers', mechanics', or materialmens' liens or other liens or claims of any kind whatsoever filed or maintained for or on account of any work done or materials furnished; and
  - (e) any damages, testing costs and clean-up costs arising from spillage of regulated materials attributable to the construction, maintenance or operation of the Facility.

MINNESOTA DEPARTMENT  
OF TRANSPORTATION

RECOMMENDED FOR APPROVAL

By: \_\_\_\_\_  
District Engineer

Date \_\_\_\_\_

APPROVED BY:

COMMISSIONER OF TRANSPORTATION

By: \_\_\_\_\_  
Director, Office of Land Management

Date \_\_\_\_\_

CITY OF MAPLEWOOD

By \_\_\_\_\_

Its \_\_\_\_\_ Mayor \_\_\_\_\_

And \_\_\_\_\_

Its \_\_\_\_\_ City Manager \_\_\_\_\_

The Commissioner of Transportation  
by the execution of this permit  
certifies that this permit is  
necessary in the public interest  
and that the use intended is for  
public purposes.



## AGENDA REPORT

**TO:** James Antonen, City Manager  
**FROM:** Michael Thompson, Public Works Director/ City Engineer  
**SUBJECT:** **Approval of Roadway Easements for City Owned Parcels, TH 36 / English Street Interchange Improvements, City Project 09-08**  
**DATE:** September 28, 2012

### INTRODUCTION

The City Council will consider approving the attached easements on portions of the City owned parcels for the construction of the Highway 36/ English Street Interchange. These easements are necessary for the completion of this project.

### BACKGROUND

As part of this improvement involving a major interchange, a right-of-way acquisition firm was selected and approved at the January 23, 2012 council meeting. The firm has been working with parcel owners on both temporary and permanent acquisitions.

The parcels related to these easements are owned by the City. The easements are needed in making the local roadway connection near the existing Gervais Avenue (cul-de-sac). Council approval is requested prior to the recording of these easements.

### BUDGET

No cost is associated with the approval.

### RECOMMENDATION

Staff recommends that the council approve the attached easements and authorize the Mayor and City Manager to sign the documents signifying council approval. Minor changes are authorized by the City Attorney if needed. It is further recommended that the council authorize the City Engineer to record the above listed document.

#### Attachments:

1. Easement for Parcel 2 w/ Drawing
2. Easement for Parcel 5 w/ Drawing
3. Location Map

City Project 09-08

Property Recorded as:  Torrens  Abstract

No delinquent taxes and transfer entered; Certificate of Real Estate Value ( ) filed ( ) not required.  
 Certificate of Real Estate Value No. \_\_\_\_\_  
 \_\_\_\_\_, 2012

\_\_\_\_\_  
 County Auditor

By \_\_\_\_\_  
 Deputy

(Reserved for recording data)

**ROADWAY, DRAINAGE, AND UTILITY EASEMENT**

THIS INDENTURE, made this \_\_\_\_\_ day of \_\_\_\_\_, 2012, by **City of Maplewood**, Minnesota, Ramsey County, a Minnesota Municipal Corporation, Declarant.

WHEREAS, Declarant is the owner of the certain real property situated in the County of Ramsey, State of Minnesota, including property to which it hereby declares and reserves the following perpetual public easement for roadway, drainage, and utility purposes described as follows:

**Proposed Public Roadway, Drainage, and Utility Easement Description:**

A perpetual easement for municipal roadway and utility purposes over, under, and across that part of the west 365.00 feet of the Southwest Quarter of the Southeast Quarter of the Northwest Quarter, and that part of the north 40.00 feet of the north half of the Southwest Quarter, Section 10, Township 29 North, Range 22 West, Ramsey County, Minnesota, described as follows:

Beginning at the southwest corner of said west 365.00 feet of the Southwest Quarter of the Southeast Quarter of the Northwest Quarter; thence North 00 degrees 05 minutes 13 seconds West, assumed bearing, along the west line of said west 365.00 feet, a distance of 33.00 feet; thence South 89 degrees 53 minutes 31 seconds East, parallel to the south line of said west 365.00 feet, a distance of 148.21 feet; thence southeasterly 207.91 feet along a tangential curve, concave to the southwest, central angle of 42 degrees 05 minutes 38 seconds, radius 283.00 feet, to the south line of the north 40.00 feet of said north half of the Southwest Quarter; thence North 89 degrees 53 minutes 31 seconds West, not along tangent, along said south line 625.98 feet to the easterly railroad right of way line; thence North 09 degrees 30 minutes 57 seconds East, along said right of way line 40.55 feet to the intersection with the north line of said north half of the Southwest Quarter; thence South 89 degrees 53 minutes 31 seconds East, along said north line 281.55 feet to the point of beginning.

**PIN 10.29.22.24.0078**

WHEREAS, the Declarant intends to preserve said public roadway, utility and drainage easements for the existing County Road D; and

WHEREAS, Which easement shall include the perpetual right of the Declarant to freely enter upon, over, across, through and under the real estate designated as the Permanent Public Roadway, Drainage, and Utility Easement as described above and depicted by drawing on Easement Acquisition Exhibit "A" and at any time the Declarant may see fit, for the purpose of constructing, reconstructing, operating, maintaining, and/or repairing said Street and Utility appurtenances; including but not limited to boulevards, pipes, signage, utility structures, excavations, embankments, equipment, and any other items related to street, drainage, and utility functions.

WHEREAS, in order to provide for the free flow of vehicular traffic, pedestrian traffic, and utility and drainage infrastructure through said property, the Declarant desires to create easements and provide for ingress and egress of vehicular traffic, pedestrian traffic, and utility and drainage infrastructure;

NOW, THEREFORE, the Declarant hereby declares and preserves the nonexclusive permanent public easement for ingress and egress for both vehicular and pedestrian traffic over and across said property and legally described in above and illustrated in Exhibit A, each attached hereto.

*TO HAVE AND TO HOLD THE SAME*, together with all the hereditaments and appurtenances there unto belonging, or in anyway appertaining, to the Declarant, its successors and assigns forever.

*IN WITNESS WHEREOF*, the undersigned has executed this Declaration on the day and year first written above.

**CITY OF MAPLEWOOD**

Exempt from Deed Tax per MSA 287.22F

By: \_\_\_\_\_

STATE OF MINNESOTA )  
)ss  
COUNTY OF RAMSEY )

Its: \_\_\_\_\_

This instrument was acknowledged before me on this \_\_\_\_\_ day of \_\_\_\_\_, 2012, by \_\_\_\_\_ the \_\_\_\_\_ of the City of Maplewood, a municipal corporation and political subdivision of the State of Minnesota.

Notarial Stamp or Seal

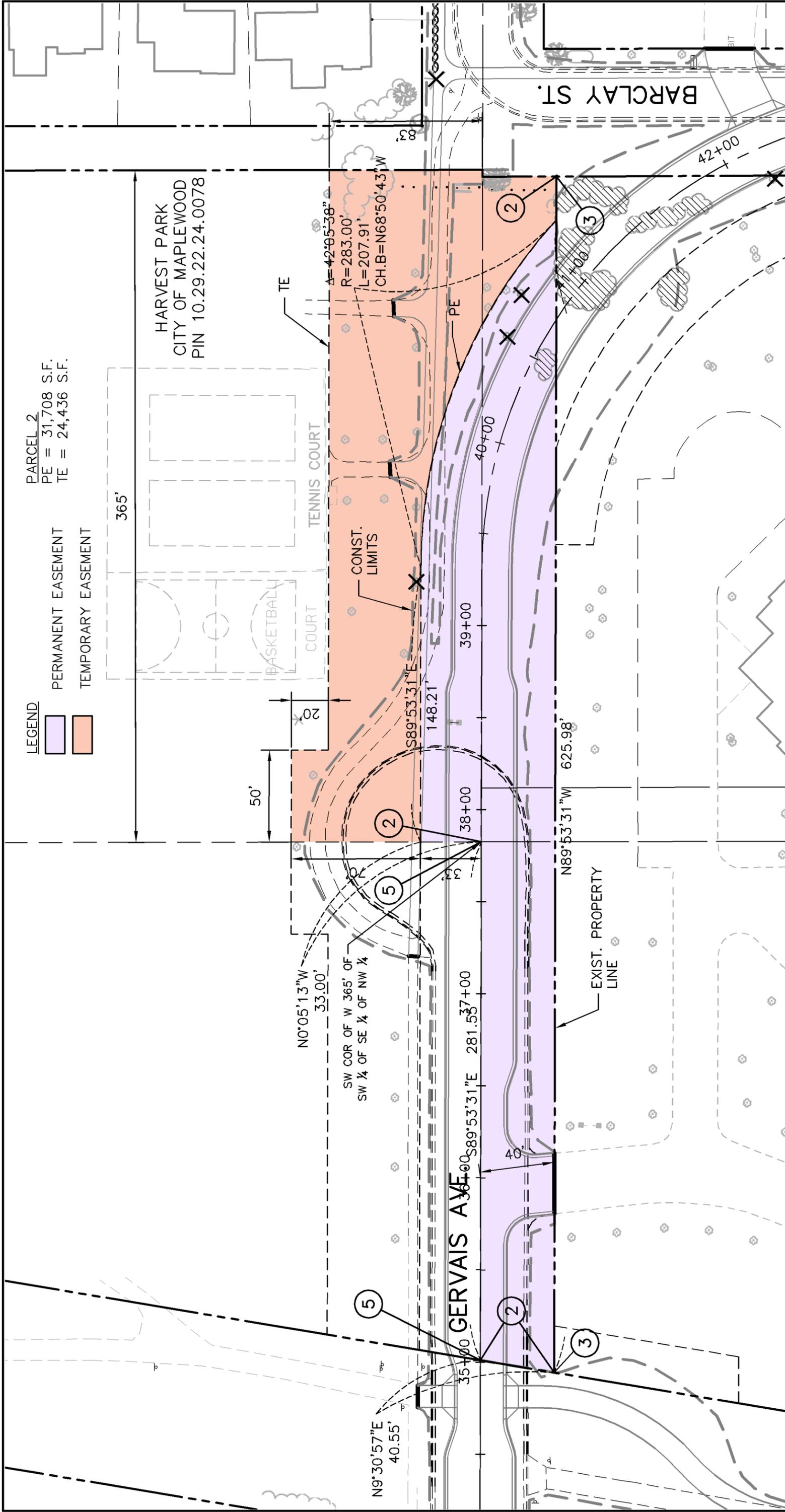
\_\_\_\_\_  
Signature of person taking acknowledgment

RETURN TO:  
Public Works Department  
1902 County Road B East  
Maplewood Minnesota 55109

Document prepared by:  
 Steven W. Love  
 Maplewood Public Works  
 1902 County Road B East  
 Maplewood, Minnesota 55109

Tax statements for the real property described in this instrument should be sent to:

City of Maplewood  
1830 County Rd B East  
Maplewood, MN 55109-2702



HIGHWAY 36/ ENGLISH STREET  
 INTERCHANGE IMPROVEMENTS  
 CITY PROJECT NO. 09-08

City of Maplewood, Minnesota  
 Department of Public Works  
 Engineering Division

**Kimley-Horn and Associates, Inc.**  
 TEL. NO. (651) 945-4197  
 FAX. NO. (651) 945-5116  
 2550 UNIVERSITY AVE. WEST, SUITE 230N  
 ST. PAUL, MINNESOTA 55114

ISSUED 2/3/2012  
 REVISED 10/9/2012

No delinquent taxes and transfer entered; Certificate of Real Estate Value ( ) filed ( ) not required. Certificate of Real Estate Value No. \_\_\_\_\_, 2012

\_\_\_\_\_  
County Auditor

By \_\_\_\_\_  
Deputy

(Reserved for recording data)

**ROADWAY, DRAINAGE, AND UTILITY EASEMENT**

THIS INDENTURE, made this \_\_\_\_\_ day of \_\_\_\_\_, 2012, by **City of Maplewood**, Minnesota, Ramsey County, a Minnesota Municipal Corporation, Declarant.

WHEREAS, Declarant is the owner of the certain real property situated in the County of Ramsey, State of Minnesota, including property to which it hereby declares and reserves the following perpetual public easement for roadway, drainage, and utility purposes described as follows:

**Proposed Public Roadway, Drainage, and Utility Easement Description:**

A perpetual easement for municipal roadway and utility purposes over, under, and across the south 33.00 feet of that part of the west half of the Northwest Quarter, lying easterly of the Northern Pacific Railway right of way, of Section 10, Township 29 North, Range 22 West, Ramsey County, Minnesota.

**PIN 10.29.22.23.0001**

WHEREAS, the Declarant intends to preserve said public roadway, utility and drainage easements for the existing County Road D; and

WHEREAS, Which easement shall include the perpetual right of the Declarant to freely enter upon, over, across, through and under the real estate designated as the Permanent Public Roadway, Drainage, and Utility Easement as described above and depicted by drawing on Easement Acquisition Exhibit "A" and at any time the Declarant may see fit, for the purpose of constructing, reconstructing, operating, maintaining, and/or repairing said Street and Utility appurtenances; including but not limited to boulevards, pipes, signage, utility structures, excavations, embankments, equipment, and any other items related to street, drainage, and utility functions.

WHEREAS, in order to provide for the free flow of vehicular traffic, pedestrian traffic, and utility and drainage infrastructure through said property, the Declarant desires to create easements and provide for ingress and egress of vehicular traffic, pedestrian traffic, and utility and drainage infrastructure;

NOW, THEREFORE, the Declarant hereby declares and preserves the nonexclusive permanent public easement for ingress and egress for both vehicular and pedestrian traffic over and across said property and legally described in above and illustrated in Exhibit A, each attached hereto.

*TO HAVE AND TO HOLD THE SAME*, together with all the hereditaments and appurtenances there unto belonging, or in anyway appertaining, to the Declarant, its successors and assigns forever.

*IN WITNESS WHEREOF*, the undersigned has executed this Declaration on the day and year first written above.

**CITY OF MAPLEWOOD**

By: \_\_\_\_\_

Exempt from Deed Tax per MSA 287.22F

Its: \_\_\_\_\_

STATE OF MINNESOTA )  
  )ss  
COUNTY OF RAMSEY )

This instrument was acknowledged before me on this \_\_\_\_\_ day of \_\_\_\_\_, 2012, by \_\_\_\_\_ the \_\_\_\_\_ of the City of Maplewood, a municipal corporation and political subdivision of the State of Minnesota.

Notarial Stamp or Seal

\_\_\_\_\_  
Signature of person taking acknowledgment

RETURN TO:  
Public Works Department  
1902 County Road B East  
Maplewood Minnesota 55109

Document prepared by:  
  
Steven W. Love  
Maplewood Public Works  
1902 County Road B East  
Maplewood, Minnesota 55109

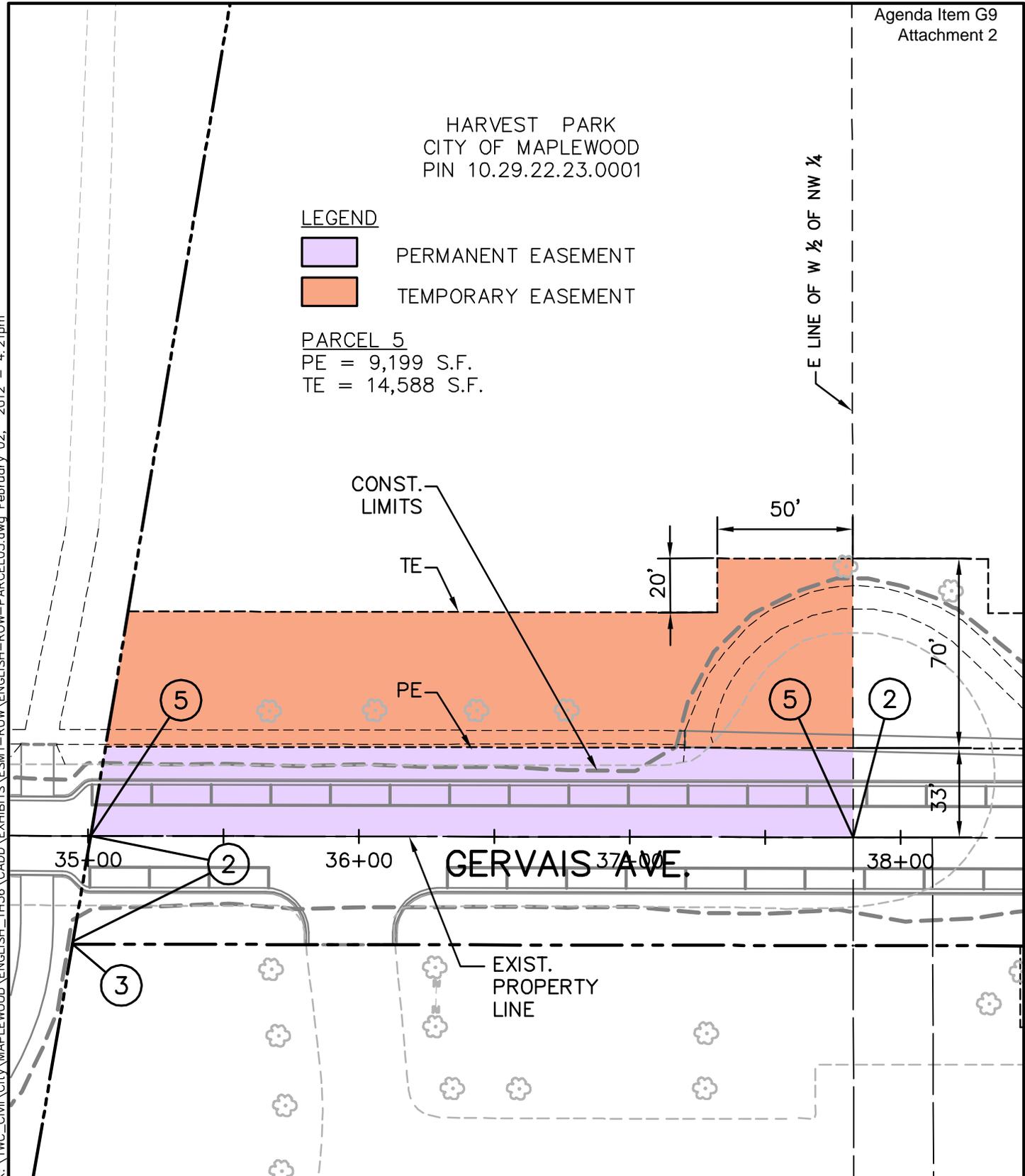
Tax statements for the real property described in this instrument should be sent to:  
  
City of Maplewood  
1830 County Rd B East  
Maplewood, MN 55109-2702

HARVEST PARK  
CITY OF MAPLEWOOD  
PIN 10.29.22.23.0001

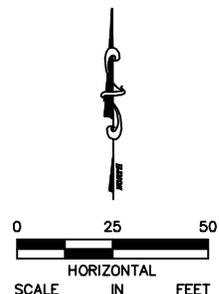
**LEGEND**  
 PERMANENT EASEMENT  
 TEMPORARY EASEMENT

**PARCEL 5**  
 PE = 9,199 S.F.  
 TE = 14,588 S.F.

K:\TWC\_Civil\City\Maplewood\English\_TH36\CADD\EXHIBITS\ESMT-ROW\ENGLISH-ROW-PARCEL05.dwg February 02, 2012 - 4:21pm



HIGHWAY 36/ ENGLISH STREET  
INTERCHANGE IMPROVEMENTS  
CITY PROJECT NO. 09-08



ISSUED 2/3/2012

PARCEL 5

# 09-08 Easement Location Map



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 (October 1, 2012), The Lawrence Group: October 1, 2012 for County parcel and property records data; October 2012 for commercial and

## AGENDA REPORT

**TO:** James Antonen, City Manager  
**FROM:** Michael Thompson, Public Works Director / City Engineer  
Steven Love, Assistant City Engineer  
Jon Jarosch, Civil Engineer I  
**SUBJECT:** **Approval of Resolution Directing Modification of Existing Construction Contract, Change Order No. 1, 2012 Mill and Overlays, Project 11-15**  
**DATE:** October 9, 2012

### INTRODUCTION

The council will consider approving the attached resolution directing the modification of the existing construction contract for the 2012 Mill and Overlays, City Project 11-15.

### BACKGROUND

On April 9, 2012, the council awarded Hardrives, Inc. a construction contract for the 2012 Mill and Overlays in the amount of \$2,234,772.18. The project included the mill and overlay of Conway Avenue, Highwood Avenue, Linwood Avenue, Maryland Avenue, Roselawn Avenue, Southlawn Drive, and Stillwater Avenue. Improvements associated with this mill and overlay project included the replacement of the existing bituminous curbing, upgrading of sanitary sewer castings to current standards, installation of new pavement markings, and the restoration of disturbed boulevard areas. There have been no change orders to the contract to date.

### DISCUSSION

The modifications to the contract include the addition of base course pavement to Maryland Avenue and a portion of Roselawn Avenue, along with utility replacements and installations. These modifications result in an increase to the overall construction contract.

#### **Utility Repairs and Installations (Addition)**

During the construction process, staff noted deteriorated storm sewer piping and catch-basins on Conway Avenue and Roselawn Avenue. These systems were replaced in order to protect the new pavement from future intrusions. A new storm sewer piping system was also installed beneath Roselawn Avenue just east of St. Jerome's Church to provide an emergency overflow for the basin to the north. This system was installed as part to the City's long range storm water management planning for the Roselawn and Edgerton drainage basin and to protect the City's infrastructure from the need of future intrusions.

#### **Base Course Paving (Addition)**

The milled surface on Maryland Avenue and Roselawn Avenue was inspected to identify the need for any additional repairs. Upon further inspection, staff noted a number of sections that had little to no pavement remaining. Exposed aggregate base was present on the majority of Maryland Avenue and in many locations on Roselawn Avenue. The geotechnical report prepared by Braun Intertec for this

project noted an average of slightly more than 3.5” of pavement on both of these streets and recommended a 2” mill and overlay. The contractor, along with city inspection staff, noted that the pavement was in such poor condition on these streets that the entire pavement section was drawn into the milling machine while trying to remove the top two-inches.

Since there was no longer an adequate base course of pavement to support the planned wear course; it was determined that a new 2” base course was necessary. The contractor proceeded with the milling of an additional 1.5” off of Maryland Avenue and placed a new 2” base course on Maryland Avenue and Roselawn Avenue. The proposed wear course thickness was changed to 1.5”, due to the placement of the 2” base course pavement, for a total of 3.5” of new pavement on these streets.

**Unused Quantities (Deduction)**

Since there was a base course of paving installed on the majority of Roselawn Avenue, very little of the base course patching line item in the bid schedule was necessary. Similarly, the addition of the base course reduced the necessary wear course thickness from the 2” to 1.5”. This significantly reduced the quantity of the wear course necessary on Roselawn Avenue. In addition to the quantity under runs on Roselawn, the wear course and patching line items on Conway Avenue were not fully utilized.

The unused quantities for the items discussed above resulted in a cost savings to the project and are proposed to be deducted from the contract to defray the overall cost of the utility repairs and the base course paving.

The utility work, base course paving, and quantity deductions resulted in an overall increase cost to the project as detailed below.

<u>Description</u>	<u>Unit</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Total</u>
Additions:				
1. Roselawn Ave. Sanitary Stub	LS	1	\$4,830.00	\$4,830.00
2. Roselawn Ave. Storm Sewer	LS	1	\$41,222.50	\$41,222.50
3. Maryland Ave. Extra Depth Milling	SY	3,129	\$0.91	\$2,847.39
4. Maryland Ave. Base Course	TON	369.80	\$56.00	\$20,708.80
5. Roselawn Ave. Base Course	TON	3,515.05	\$56.00	\$196,842.80
6. Conway Ave. Storm Sewer	LS	1	\$15,157.00	\$15,157.00
Deductions (Revisions to Bid Schedule):				
1. Conway Ave. Wear Course Under run	TON	(593.89)	\$67.50	\$(40,087.58)
2. Conway Ave. Patching Under run	TON	(485.54)	\$72.50	\$(35,201.65)
3. Roselawn Ave. Wear Course Under run	TON	(1,644.82)	\$66.50	\$(109,380.53)
4. Roselawn Ave. Patching Under run	TON	(230.00)	\$72.50	\$(16,675.00)
TOTAL:				\$80,263.73

**BUDGET**

Approval of Change Order No. 1 will increase the project construction contract amount by \$80,263.73 from \$2,234,772.18 to \$2,315,035.91. This amount remains within the approved budget. No adjustments to the approved budget are needed at this time. The finance manager has also reviewed this change order.

## **RECOMMENDATION**

Staff recommends that the council approve the attached Resolution Directing Modification of Existing Construction Contract, Change Order No. 1, for the 2012 Mill and Overlays, City Project 11-15.

Attachments:

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

**RESOLUTION  
DIRECTING MODIFICATION OF EXISTING CONSTRUCTION CONTRACT  
PROJECT 11-15, CHANGE ORDER NO. 1**

WHEREAS, the City Council of Maplewood, Minnesota has heretofore ordered made Improvement Project 11-15, 2012 Mill and Overlays, and has let a construction contract pursuant to Minnesota Statutes, Chapter 429, and

WHEREAS, it is now necessary and expedient that said contract be modified and designated as Improvement Project 11-15, Change Order No. 1.

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

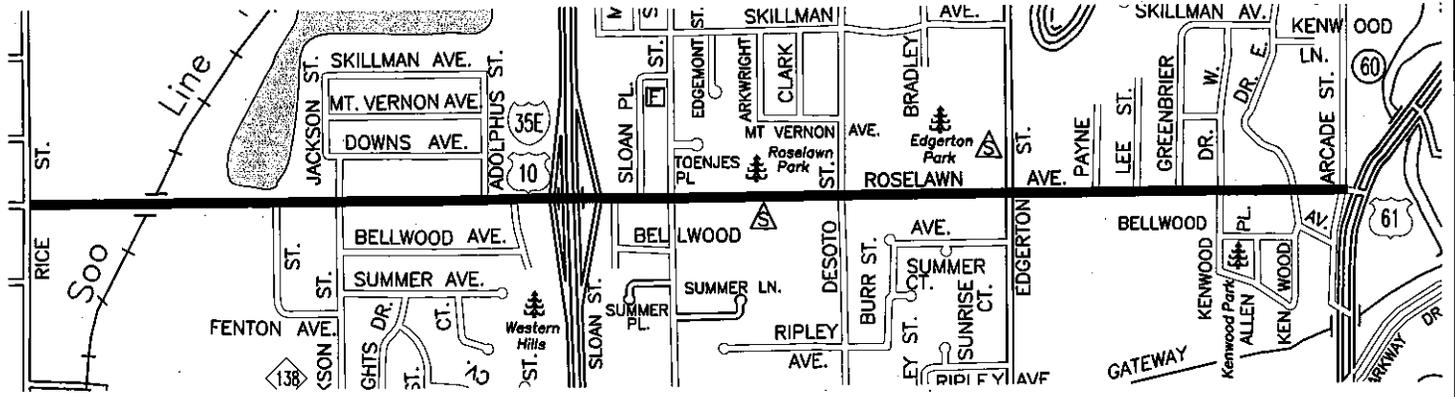
1. The Mayor and City Engineer clerk are hereby authorized and directed to modify the existing contract by executing said Change Order No. 1 which is an increase of \$80,263.73.

The revised contract amount is \$2,315,035.91.

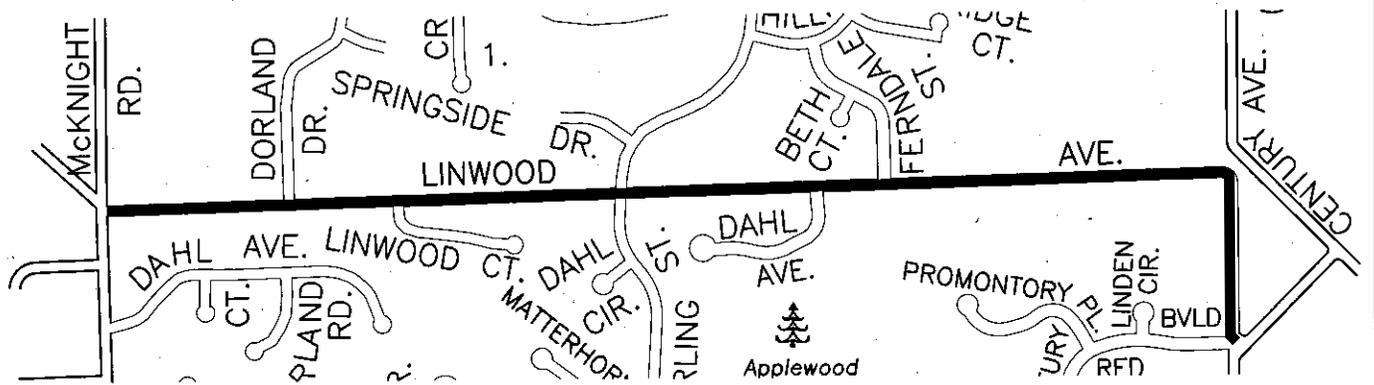
Adopted by the Maplewood City Council on this 22<sup>nd</sup> day of October 2012.



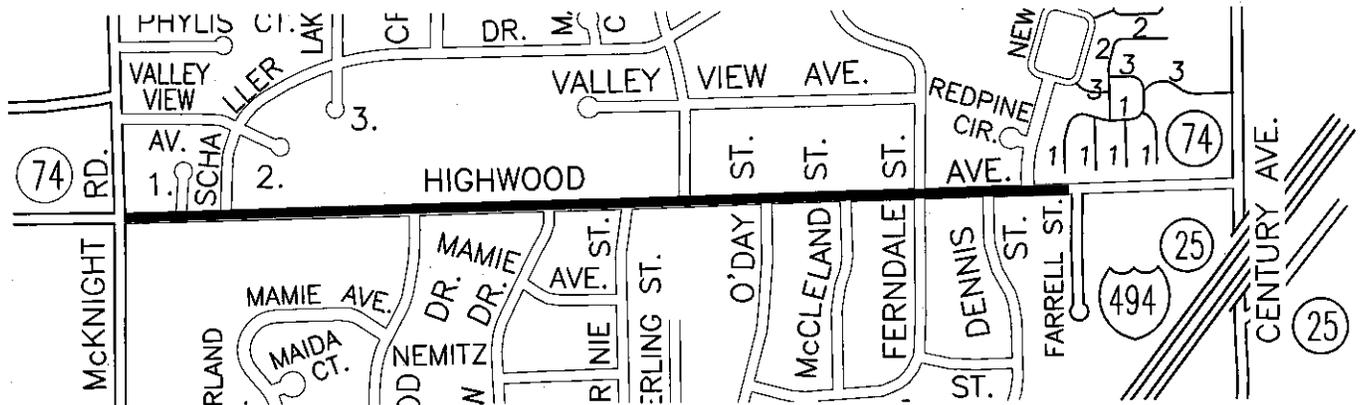
# ROSELAWN AVENUE



# LINWOOD AVENUE



# HIGHWOOD AVENUE

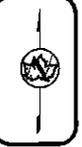


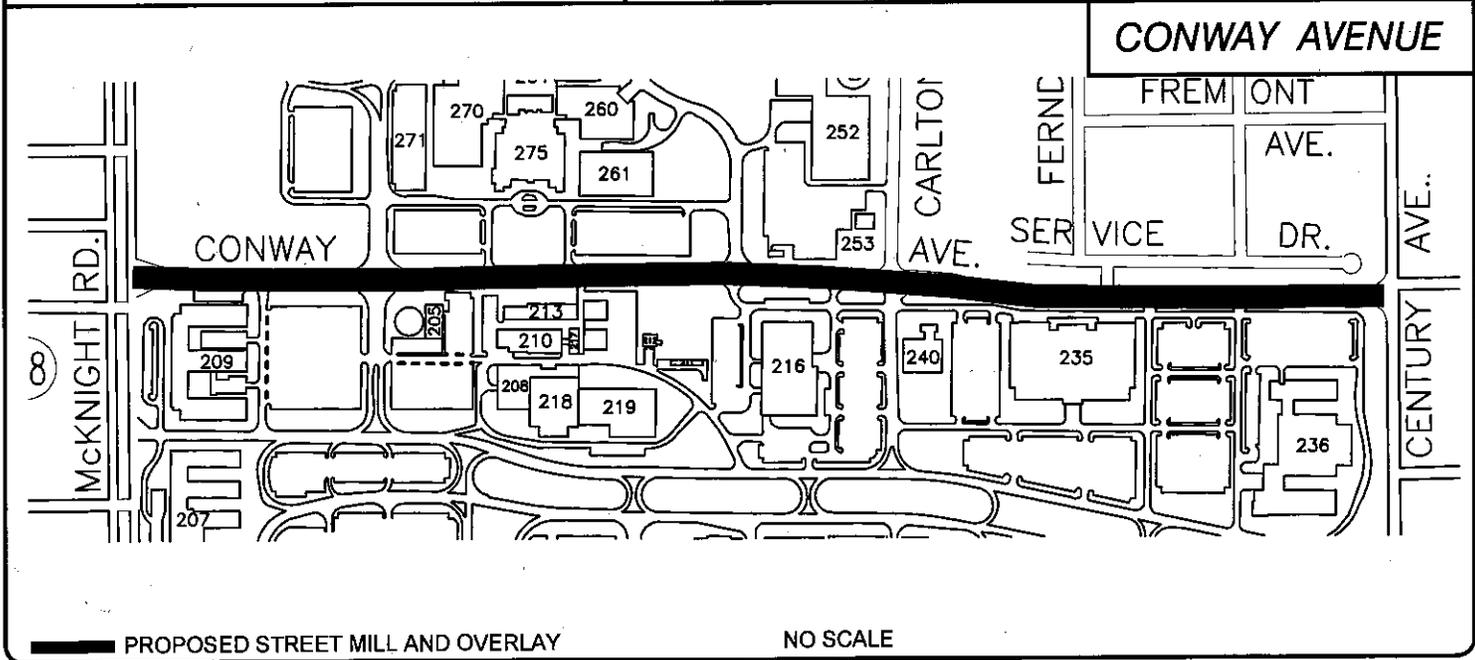
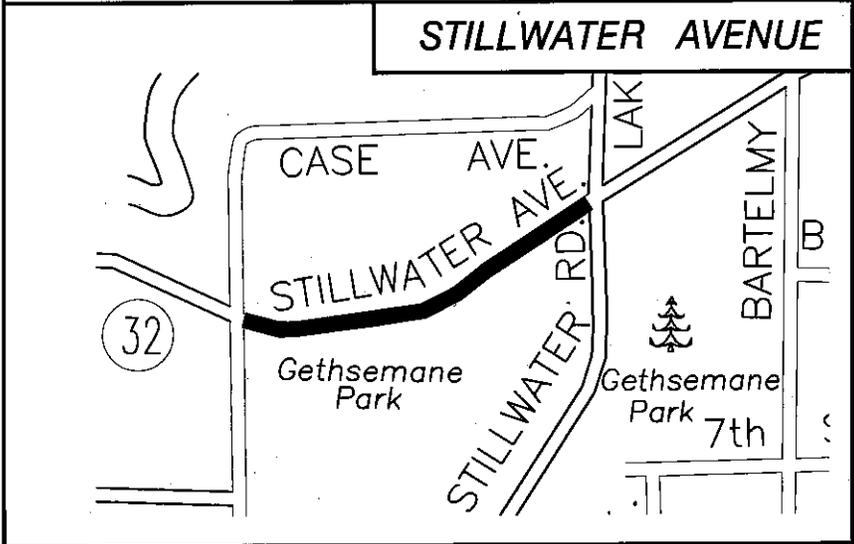
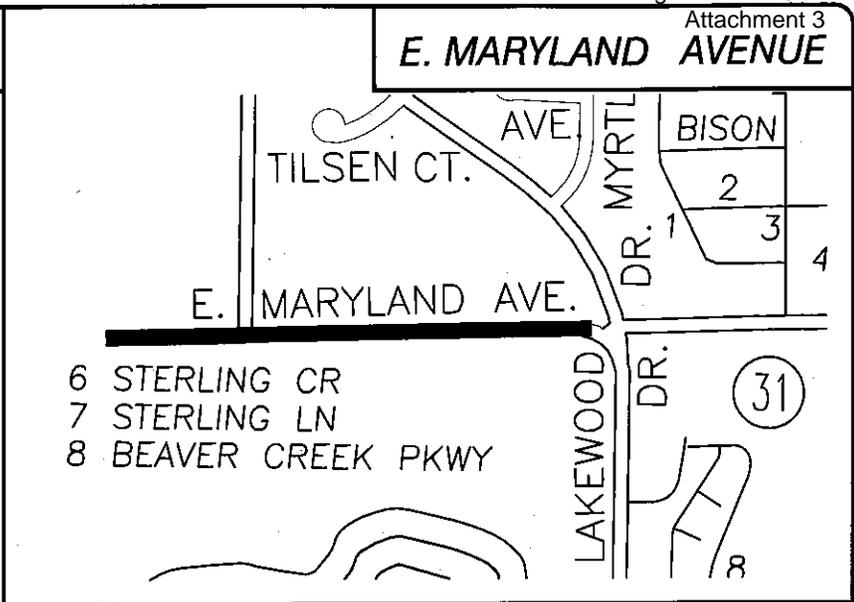
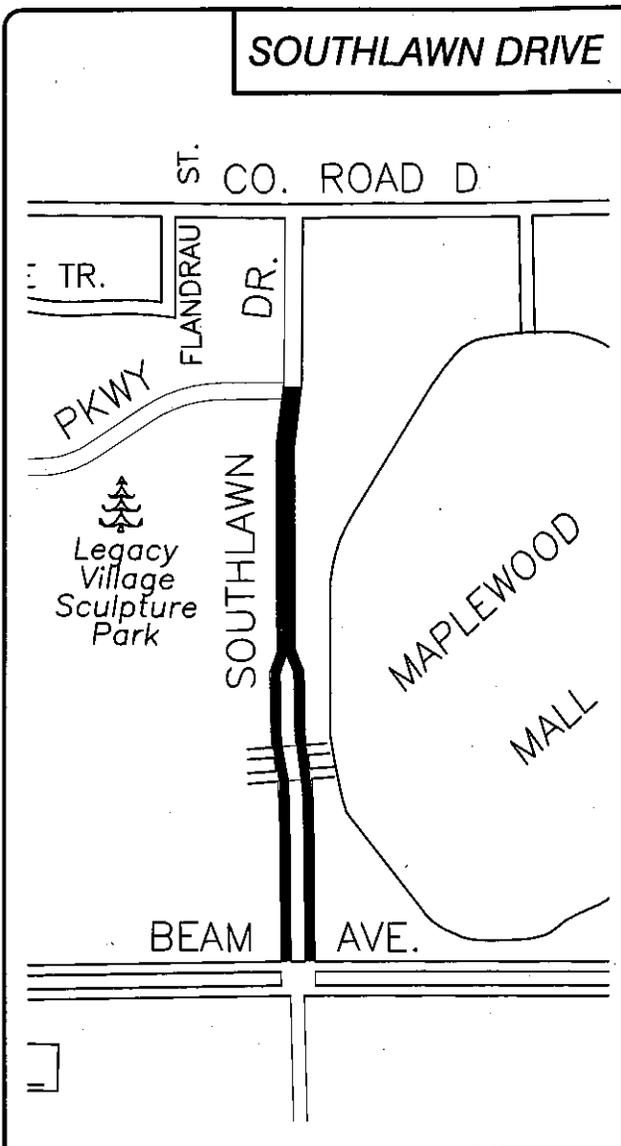
PROPOSED STREET MILL AND OVERLAY

NO SCALE

## Capital Improvement Project for 2012

2012 Mill and Overlays  
City Project 11-15



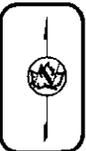


PROPOSED STREET MILL AND OVERLAY

NO SCALE

### Capital Improvement Project for 2012

2012 Mill and Overlays  
City Project 11-15



## AGENDA REPORT

**TO:** James Antonen, City Manager  
**FROM:** Michael Thompson, Director of Public Works / City Engineer  
**SUBJECT:** **Approval of Resolution Directing Modification of Existing Construction Contract, Change Order No. 1, Gladstone Area Phase I Bid Package 2 Improvements**  
**DATE:** October 10, 2012

### INTRODUCTION

The City Council will consider approving the attached resolution directing the modification of the existing construction contract for the Gladstone Area Phase 1 Bid Package 2 Improvements, City Project 04-21. The modifications include an increase in topsoil quantities, the addition of pedestrian ramp improvements, and the elimination of unused contract items.

### BACKGROUND

On May 14, 2012, the council awarded Arnt Construction Company a construction contract for grading, trail, retaining wall, and landscaping improvements in the amount of \$990,186.60. There have been no change orders to the contract to date.

### DISCUSSION

The Gladstone Area Phase 1 Bid Package 2 Improvements project included grading and trail improvements to the Savanna Area at the southwest quadrant of the Frost Avenue and English Street intersection. Soil borings were taken during the final design to estimate the existing topsoil depths. During construction it was determined that there was not enough existing topsoil salvaged to re-distribute over the disturbed area to the specified design depth. The contractor was directed to import additional topsoil at the contract unit price to achieve the design depth of topsoil within the Savanna area.

During the construction of the project, city staff and the design consultant determined the need for additional concrete pedestrian ramps in the Savanna area to connect existing roadways to the new trail system. The contractor was directed to construct these additional pedestrian ramps.

The project was able to utilize existing erosion control measures from an adjacent project to eliminate the need for silt fence along a portion of the project. In addition, the laborer and equipment rental contract items were not utilized on this project. The elimination of these items resulted in a cost savings to the project.

The change order costs are summarized below:

Schedule A	Bituminous Trail Improvements	-\$ 7,000.00
Schedule D	Savanna Area Improvements	\$25,644.00
<u>Schedule CO#1</u>	<u>Pedestrian Ramp Improvements</u>	<u>\$ 8,342.40</u>
Net Project Cost Increase		\$ 26,986.40

## **BUDGET**

Approval of Change Order No. 1 will increase the project construction contract amount by \$26,986.40 from \$990,186.60 to \$1,017,173.00. No adjustments to the approved budget are needed at this time. The finance manager has also reviewed this change order.

## **RECOMMENDATION**

Staff recommends that the council approve the attached Resolution Directing Modification of Existing Construction Contract, Change Order No. 1, for the Gladstone Phase 1 Bid Package 2 Improvements, City Project 04-21.

### Attachments:

1. Resolution Directing Modification of Existing Construction Contract, Change Order No. 1
2. Change Order Form

**RESOLUTION**  
**DIRECTING MODIFICATION OF EXISTING CONSTRUCTION CONTRACT**  
**PROJECT 04-21, CHANGE ORDER NO. 1**

WHEREAS, the City Council of Maplewood, Minnesota has heretofore ordered made Improvements Project 04-21, Gladstone Area Phase I Bid Package 2 Improvements, and has let a construction contract pursuant to Minnesota Statutes, Chapter 429, and

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

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

1. The Mayor and City Engineer are hereby authorized and directed to modify the existing contract by executing said Change Order No. 1 which is an increase of \$26,986.40.

The revised contract amount is \$1,017,173.00.

Adopted by the Maplewood City Council on this 22nd day of October 2012.

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

**PROJECT NAME:** Gladstone Area Phase 1 Bid Package 2 Improvements  
**PROJECT NO:** City Project 04-21  
**CONTRACTOR:** Arnt Construction Company  
**CHANGE ORDER NO.:** One (1)  
**DATE:** October 10, 2012

---

The following changes shall be made in the contract documents:

**REVISE BID SCHEDULE A – BITUMINOUS TRAIL IMPROVEMENTS**

Item No.	Item Description	Unit	Quantity	Unit Price	Amount
16	Silt Fence, Type Machine Sliced	LF	-3,500	\$2.00	-\$7,000.00
<b>TOTAL SCHEDULE A</b>					<b>-\$7,000.00</b>

**REVISE BID SCHEDULE D – SAVANNA AREA IMPROVEMENTS**

Item No.	Item Description	Unit	Quantity	Unit Price	Amount
6	Select Topsoil Borrow	CU YD	1,900	\$17.00	\$32,300.00
9	Laborer	HOUR	-24	\$64.00	-\$1,536.00
10	3 CY Front End Loader	HOUR	-24	\$150.00	-\$3,600.00
11	3 CY Back Hoe	HOUR	-8	\$190.00	-\$1,520.00
<b>TOTAL SCHEDULE D</b>					<b>\$25,644.00</b>

**ADD BID SCHEDULE CO #1 – PEDESTRIAN RAMP IMPROVEMENTS**

Item No.	Item Description	Unit	Quantity	Unit Price	Amount
1	4" Concrete Sidewalk	SF	300	\$4.95	\$1,485.00
2	6" Concrete Sidewalk	SF	430	\$5.50	\$2,365.00
3	Truncated Dome Panels	EACH	15	\$154.00	\$2,310.00
4	Remove and Replace B624 C&G	LF	62	\$35.20	\$2,182.40
<b>TOTAL SCHEDULE CO #1</b>					<b>\$8,342.40</b>

**TOTAL NET CHANGE ORDER NO. 1** **\$26,986.40**

**CONTRACT STATUS:**

<b>Original Contract:</b>	<b>\$990,186.60</b>
<b>Net Change of Prior Change:</b>	<b>\$0.00</b>
<b>Change this Change Order:</b>	<b>\$26,986.40</b>
<b>Revised Contract:</b>	<b>\$1,017,173.00</b>

Recommended By: Kimley-Horn and Associates, Inc.

By: \_\_\_\_\_ Date: \_\_\_\_\_

Agreed to By: Arnt Construction Company

By: \_\_\_\_\_ Date: \_\_\_\_\_

Approved By: City of Maplewood

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Mayor

By: \_\_\_\_\_ Date: \_\_\_\_\_  
City Engineer

## AGENDA REPORT

**TO:** James Antonen, City Manager  
**FROM:** Michael Thompson, Public Works Director / City Engineer  
Scott Schultz, Utility / Fleet / Parks Superintendent  
**SUBJECT:** **Approval to Proceed, Lift Station No.14 Rehabilitation, City Project 12-13**  
**DATE:** October 12, 2012

### INTRODUCTION

The council will consider authorizing work to proceed in rehabilitating Lift Station No. 14 which was identified and approved as part of the 2013-2017 CIP.

### DISCUSSION

The city owns and operates nine lift stations and has implemented a rehabilitation plan to make necessary upgrades as these stations age. Lift Station No.14, located at 1080 County Rd C East, was originally built in 1967. It's had minor upgrades since then, but is now in need of a total rehabilitation. This sanitary sewer lift station receives flows from Sewer Districts 13 and 14. This station is in need of upgrades to improve the pumping efficiency, decrease the annual maintenance costs, and improve reliability.

Currently this lift station operates as a wet/dry well system. The pumps and valves are showing increased wear, and are located in a dry well which requires confined space entry to perform the necessary routine maintenance. This work is required to also prevent sewage backups and system failures. The improvements to the lift station include renovating the current wet/dry well system to a more maintenance friendly, cost effective submersible system. The station would be equipped with new submersible pumps, new valves and valve vault, and a renovated control cabinet.

The project would be designed over the winter months and then publicly bid in the February/March 2013 timeframe. Construction would then occur in the summer of 2013. A construction contract would not be awarded until council approves awarding the contract after bids are opened (in 2013).

### BUDGET

As part of the adopted five year capital improvement plan (CIP), \$250,000 is identified in year 2013 for this upgrade. The Sanitary Sewer Fund is identified to cover this expenditure. The project cost is estimated to be in the \$250,000.00 range consistent with the approved CIP. The finance manager has reviewed this report.

### RECOMMENDATION

It is recommended the council authorize upgrades to Lift Station No.14 to proceed and utilize the services of Bolton and Menk, Inc. as the project engineer. It is further recommended to authorize the finance manager to make the necessary transfers and establish City Project 12-13 to be financed by the Sanitary Sewer Fund. It is further recommended that the council authorize the project to be publicly bid.

#### Attachments

1. Location Map

# Lift Station 14, City Project 12-13



- Selected Features
- Municipalities
- Road Centerlines (County)
- County Road
- Interstate Hwy
- State Hwy
- Roads
- Water
- Structures
- 2009 Color Aerials
- Highway Shields
- Street Name Labels

DISCLAIMER: This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only.  
 SOURCES: Ramsey County (October 1, 2012), The Lawrence Group: October 1, 2012 for County parcel and property records data: October 2012 for commercial and

## AGENDA REPORT

**TO:** James Antonen, City Manager  
**FROM:** Michael Thompson, Director of Public Works / City Engineer  
**SUBJECT:** **Approval of a Cooperative Agreement with Ramsey County, TH 36/English Street Interchange Improvements, City Project 09-08**  
**DATE:** October 12, 2012

### INTRODUCTION

The City Council will consider approval of a cooperative agreement with Ramsey County as part of construction of the Highway 36/English Street Interchange Improvements. The cooperative agreement was reflected in the budget summary to council at the March 26, 2012 regular council meeting. The agreement is for the cost participation of County Road B between TH 61 and Day Road as part of the Highway 36/English Street Interchange Improvements.

### BACKGROUND / 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.

As part of this project, the section of County Road B proposed to be reconstructed will improve the function and safety of the intersection of County Road B and TH 61. The existing frontage road running north of County Road B along the west side of the Keller Lake Convenience Store is proposed to be realigned to intersect County Road B on the east side of the Keller Lake Convenience Store. This realignment provides greater distance along County Road B between the Highway 61 and frontage road intersections with County Road B. The proposed improvements will increase the function and safety of both the Highway 61 and frontage road intersections. The County Road B Improvements are included in the plans and specification for the overall project and the proposed agreement would allow construction of said improvements within the project. The City would invoice Ramsey County for the Ramsey County related costs as part of this partnership project per the agreement.

### BUDGET

The agreement stipulates that Ramsey County shall advance the City a lump sum amount of \$353,700 for easement and right-of-way costs plus its construction cost share upon the concurrence to award a contract. This helps with the City's cash flow on this large project. The estimated construction is \$857,200 of which the County would be responsible for half. In addition the County will reimburse the City for half of the indirect costs (design and construction administration services) in the amount of 30% of the project construction cost, as determined by the low bid. Thus the County's estimated contribution for design and construction administration is \$128,580.

At the end of the project, the City would then make a final invoice to Ramsey County based on the actual work and quantities. Ramsey County's estimated total contribution is \$910,880. The estimated advance from Ramsey County to help with cash flow is  $\$353,700 + (\$857,200 / 2) = \$782,300$ , with the remainder billed later in the project.

## **RECOMMENDATION**

It is recommended that the City Council approve the attached cooperative agreement with Ramsey County as part of City Project 09-08, and direct the Mayor and City Manager to sign the agreement signifying city council approval. Minor revisions can be approved by the City Attorney.

### Attachments

1. Ramsey County Cost Agreement
2. Location Map

Agreement PW XXXX-XX

**RAMSEY COUNTY  
COOPERATIVE AGREEMENT  
WITH CITY OF MAPLEWOOD**

County Road B Reconstruction between TH 61 and Day Road S.P. 6211-90 S.A.P. 62-625-036 City of Maplewood Project 09-08	Estimated Amount Receivable from Ramsey County:
Attachments: Engineer's Estimate	Construction Costs \$ 428,600 Engineering Costs (30%) \$ 128,580 Right of Way Acq. Costs \$ 353,700 <b>TOTAL \$ 910,880</b>

THIS AGREEMENT, by and between the City of Maplewood, a municipal corporation, hereinafter referred to as the "City," and Ramsey County, a political subdivision of the State of Minnesota, hereinafter referred to as the "County";

WITNESSETH:

WHEREAS, the City and the County desire to reconstruct County Road B between TH 61 and Day Road; and

WHEREAS, County Road B between TH 61 and Day Road is designated County State Aid Highway 25 and is in the City; and

WHEREAS, preliminary studies and reports conducted by the City and County indicate that it is feasible, practical, and technically proper to provide for the reconstruction of County Road B between TH 61 and Day Road ("Project"); and

WHEREAS, the City, through its consultant Kimley-Horn, is providing engineering services for the Project, including preparation of designs, plans, specifications, estimates, proposals and approvals in accordance with funding requirements to take bids for this Project; and

WHEREAS, the Project is eligible for funding from County State Aid Highway (CSAH) funds as S.P. 62-625-036 for reimbursement of County costs; and

WHEREAS, plans for this Project, showing the proposed alignment, profiles, grades and cross-sections for the improvement of County Road B between TH 61 and Day Road within the limits of the City have been presented to the County; and

WHEREAS, the Construction Plans for County Road B require acquisition of certain right of way and temporary construction easements prior to construction from parcel 20 (Keller Lake Convenience Store) which are already part of the right of way acquisition for the Project; and

WHEREAS, the City has contracted with Evergreen Land Services to assist in acquiring necessary rights of way as determined by the Project grading limits; and

WHEREAS, the Project includes grading, bituminous paving, utility adjustments, concrete curb and gutter, storm sewers and storm water ponding, traffic control signal improvements, and restoration; and

WHEREAS, the City will take bids for the Project, prepare an abstract of bids and cost participation summary, request the County's concurrence to award a contract, award a contract and pay the contractor for the Project.

NOW, THEREFORE, IT IS HEREBY MUTUALLY AGREED AS FOLLOWS:

1. Prior to City award of a contract, the City shall first receive concurrence from the County for award of the contract to the lowest responsible bidder.
2. Upon award of a construction contract, the City shall be responsible for the performance of the construction inspection including survey work. The inspection and survey work will be performed by City staff, MnDOT staff, and/or consultant staff.
3. The City shall acquire all rights of way and easements required for the construction of the Project within the grading limits of the plan. Any rights of way that cannot be negotiated will be acquired through eminent domain proceedings.
4. All County owned rights of way and easements within the limits of the Project for roads, utilities and stormwater are hereby granted to the City for Project use during construction.
5. The City will contract with Evergreen Land Services for right-of-way acquisition services on the Project at no cost to the County.
6. The County shall pay the City a lump sum contribution of \$353,700 for right of way and easement acquisition costs for parcels 19 (Menards) and 20 (Keller Lake Convenience Store) as necessary for the Project. This lump sum amount is based on the City's appraisal amounts for the two parcels. The City shall be responsible for all acquisition costs in excess of the appraisal amounts that may be necessary to acquire the right of way and easements from these two parcels.
7. The estimated construction cost for the Project improvements is \$857,200. The County will be responsible for fifty percent (50%) of the Project construction costs excluding any watermain and/or sanitary sewer repair or replacement costs. The County will be responsible for fifty percent (50%) of any watermain and/or sanitary sewer relocation costs as necessary to accomplish the Project improvements.
8. Upon completion of the Project, the County shall own and maintain the storm sewer catch basins and leads on County roads and the City shall own and maintain the storm sewer trunk lines within the City. Laterals and drains servicing property within the City outside the road right of way shall also be owned and maintained by the City.
9. The County shall reimburse the City for fifty percent (50%) of the engineering costs associated with the Project in the total amount of thirty percent (30%) of the Project construction cost, as determined by the low bid.

10. Quantity distributions are shown in the Statement of Estimated Quantities in the plans. Estimated costs are identified in the Engineer's Estimate. Actual costs shall be based on the contractor's unit prices and the quantities constructed.

11. All liquidated damages assessed against the contractor in connection with the work performed on the Project shall result in a credit shared by the City and the County in the same proportion as their respective total share of construction costs to the total construction cost without deduction for liquidated damages.

12. The City shall not assess or otherwise recover any portion of its cost for this Project through levy on County-owned property.

13. The City shall, when a construction contract is proposed to be awarded, prepare a revised estimate and cost participation breakdown based on construction contract unit prices and submit a copy to the County. Upon concurrence to award a construction contract, the County agrees to advance to the City an amount equal to the County's construction cost share plus the County's \$353,700 lump sum payment for right of way and easement acquisition.

14. Upon substantial completion of the work, the City shall prepare a revised estimate of the cost participation breakdown based upon the contract unit prices and the actual units of work estimated to have been performed and submit a copy to the County. The engineering costs to be paid to the City by the County shall be based on this estimated final construction cost. The City shall add to the County's estimated final construction costs the engineering costs and right of way acquisition costs, make necessary adjustments for liquidated damages, if any, and deduct County funds previously advanced for the Project by the County. The County agrees to pay to the City any amounts due. In the event the calculations show that the County has advanced funds in a greater amount than is due to the City, the City shall refund the amount to the County without interest.

15. The City and County shall indemnify, defend and hold each other harmless against any and all liability, losses, costs, damages, expenses, claims, or actions, including attorney's fees, which the indemnified party, its officials, agents, or employees may hereafter sustain, incur, or be required to pay, arising out of or by reason of any act or omission of the indemnifying party, its officials, agents or employees, in the execution, performance, or failure to adequately perform the indemnifying party's obligation pursuant to this Agreement. Nothing in this Agreement shall constitute a waiver by the County or the City of any statutory or common law immunities, limits, or exceptions on liability.

16. This Agreement shall remain in full force and effect until terminated by mutual agreement of the City and the County.

17. Preliminary plans reviewed at the City public hearing and final plans and specifications are hereby in all things approved.

18. Notices required under this Agreement shall be sent to the following addresses

City of Maplewood  
1830 County Road B  
Maplewood, MN 55109

Ramsey County  
1425 Paul Kirkwood Drive  
Arden Hills, MN 55112-3933

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed.

THE CITY OF MAPLEWOOD

By: \_\_\_\_\_

Its: \_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

Date: \_\_\_\_\_

Approved as to Form:

\_\_\_\_\_  
City Attorney

DRAFT 10/1/12

THE COUNTY OF RAMSEY

\_\_\_\_\_  
Julie Kleinschmidt, County Manager

Date: \_\_\_\_\_

Approval Recommended:

\_\_\_\_\_  
James J. Tolaas, Public Works Director

Date: \_\_\_\_\_

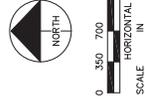
Approved as to form and insurance:

\_\_\_\_\_  
Assistant County Attorney

DRAFT 10/11/12



City of Maplewood, Minnesota  
 Department of Public Works  
 Engineering Division

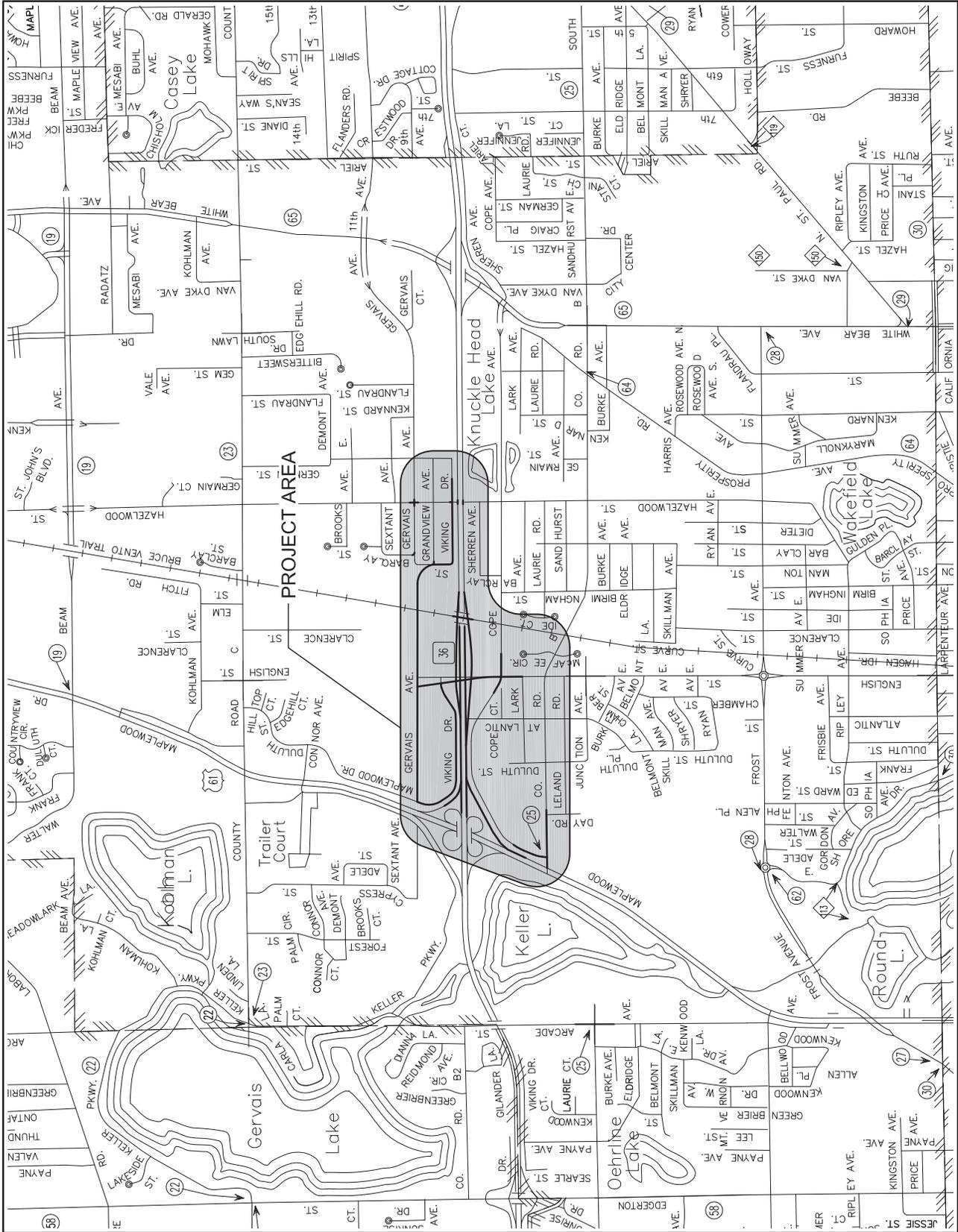


Kimley-Horn  
 and Associates, Inc.  
 2800 UNIVERSITY AVE. WEST, SUITE 200N  
 ST. PAUL, MINNESOTA 55114  
 TEL. NO. (651) 445-4100  
 FAX. NO. (651) 445-5116

PROJECT LOCATION MAP  
 HIGHWAY 36/ENGLISH STREET  
 INTERCHANGE IMPROVEMENTS

CITY PROJECT 09-08  
 EXHIBIT

Agenda Item G13  
 Attachment 2



K:\TWC\GMI\CITY\MAPLEWOOD\ENGLISH\_TH36\CADD\EXHIBITS\FEESIBILITY\ENGLISH\_TH36-LOCMAP-01.dwg March 05, 2012 - 4:53pm

## **AGENDA REPORT**

**TO:** James Antonen, City Manager  
**FROM:** Gayle Bauman, Finance Manager  
**SUBJECT:** **Approval of Billing and Collection Services Agreement with Board of Water Commissioners of the City of St. Paul**  
**DATE:** October 16, 2012 for October 22, 2012 council meeting

### **INTRODUCTION**

The Board of Water Commissioners of the City of St. Paul wishes to update its billing and collection services agreements with all of its municipal customers. Its goals are to a) recover costs of service rendered by the Board; b) apply consistent charges for similar services across all municipal customers; and c) establish consistent and appropriate terms/escalators to all agreements. Attached is a draft agreement for your review. The five highlighted sections are still under review by the attorneys and a final draft will be available prior to the meeting on Monday.

### **BACKGROUND**

The St. Paul Board of Water has been providing billing and collection services to the City of Maplewood since 1997. There have been multiple amendments to the original agreement over the years. The new agreement will result in an increase in fees to the City of Maplewood and provides for automatic escalators being applied to the fee. This agreement is bringing consistency to all the contracts that the Board deals with.

### **RECOMMENDATION**

It is recommended that the Council approve the final Billing and Collection Services Agreement between Board of Water Commissioners of the City of St. Paul and City of Maplewood. The final agreement will be provided prior to the meeting.

Attachment(s):

1. Draft Billing and Collection Service Agreement

Finance # \_\_\_\_\_

**BILLING AND COLLECTION SERVICES  
AGREEMENT**

**Between**

**BOARD OF WATER COMMISSIONERS OF THE CITY OF SAINT PAUL**

**And**

**CITY OF MAPLEWOOD, MINNESOTA**

This agreement (“Agreement”) dated this \_\_\_\_ day of \_\_\_\_\_, 2012 by and between the **BOARD OF WATER COMMISSIONERS OF THE CITY OF PAUL**, a municipal corporation under the laws of the State of Minnesota (“Board”), and the **CITY OF MAPLEWOOD, MINNESOTA**, a municipal corporation under the laws of the State of Minnesota (“City”)

**WHEREAS**, the City and the Board entered into an agreement dated October 30, 1996, which provided for the Board’s acquisition of the City’s water facility assets, and also provided for billing and collecting of the City’s sanitary sewer charges with the Board’s water bills; and

**WHEREAS**, over time, the parties amended said agreement to provide for the billing and collecting of City charges for environmental utility (storm sewer), recycling, and a water surcharge; and

**WHEREAS**, the City believes it is in its best interest to continue to have the Board provide billing and collection services and the Board desires to be fairly compensated for providing such services for the City; and

**WHEREAS**, the parties have agreed upon revised billing fees to be charged for such services, which the parties believe fairly compensate the Board; and

**WHEREAS**, the Board and the City desire that said revised billing fees provided for herein become effective January 1, 2013, and to render null and void all previous billing and collection provisions contained in any agreement and amendment between the parties.

**NOW, THEREFORE**, in consideration of the mutual terms and conditions, promises, covenants and payments hereinafter set forth, the Board and City agree as follows:

## **Section 1. Scope of the Agreement.**

A. This Agreement pertains to the Board provision of the billing and collection of City sanitary sewer charges and charges for other City utilities or services, (“Miscellaneous Utility” or “Miscellaneous Utilities”). Currently, Miscellaneous Utilities include environmental utility (storm sewer), recycling, and water surcharge. The billing and collection services addressed in this Agreement are available only for 1) properties where the Board supplies metered water service, or 2) properties served by private well(s).

B. Sanitary sewer charges shall be billed to properties where the Board supplies metered water service, and charges shall be based on the volume of water used, subject to a minimum charge. Where sanitary sewer charges are to be applied to private well accounts, the charge shall be a flat rate.

C. Miscellaneous Utility charges shall be billed only to properties where there is 1) a metered water service, 2) a private well served by City sanitary sewer, or 3) a private well with a private septic system.

## **Section 2. Responsibilities of the City.**

A. The City shall continue to provide the billing information for each account in a timely and accurate manner and the Board shall not be responsible for billing errors caused by inaccurate, untimely, or insufficient information supplied by the City.

B. The City shall establish sanitary sewer rates and minimum charges for accounts where there is a metered water service. The City shall be responsible for determining the amount of credit issued to an account for sanitary sewer charges for water that does not discharge to the sanitary sewer system. The City shall promptly send to the Board a list of credits to be applied to the appropriate accounts.

C. The City shall establish flat sanitary sewer charges for private well accounts served by City sanitary sewer.

D. The City shall establish Miscellaneous Utility charges for all accounts.

E. The City shall notify the Board of any change in rates and/or charges at least forty five (45) days prior to the effective date.

F. The City shall address all customer inquiries referred by the Board regarding sanitary sewer and Miscellaneous Utility charges.

G. The City shall identify one- and two-family residential accounts. The parties agree that the definition of residential and commercial accounts shall be determined by Sections 85.02 and 85.03, Title XI of the Legislative Code of the City of Saint Paul.

H. To the extent permitted by law, the City shall adopt an ordinance giving the Board authority to certify past due billed charges to Ramsey County for collection with property taxes. The City shall indemnify, defend and hold harmless the Board against any claim, action or lawsuit brought to dispute any such certification. Upon receipt by the City or the Board of such claim, action or lawsuit, the City shall reimburse the Board the full amount of the disputed certification to the extent the City has received those funds.

### **Section 3. Responsibilities of the Board.**

A. The Board shall calculate, bill and collect sanitary sewer and Miscellaneous Utility charges.

B. The Board shall bill all accounts on a billing cycle as established by the Board for water billing.

C. Unless the City specifically directs the Board to stop billing a specific charge, sanitary sewer charges and Miscellaneous Utility charges shall continue to accrue in the same manner as water charges. As such, billing shall stop upon Board verification of removal of the water meter.

D. The Board shall collect a late payment charge on any bill when a balance remains unpaid for thirty (30) days. This late payment charge will be retained by the Board.

E. Where any portion of the water bill is not paid, the Board's established procedures and rules for collection of unpaid or delinquent bills shall be applied, including certifying delinquent accounts to Ramsey County for collection with property taxes.

F. The Board shall address all customer inquiries concerning billing and collecting charges on the water bill. The Board shall refer customer inquiries regarding Miscellaneous Utility charges and sanitary sewer rates to the City.

G. The Board shall furnish a monthly report of sanitary sewer and Miscellaneous Utility account billings and adjustments to City. The Board shall also provide an annual report that includes each City account with related billing information.

I. Upon request, the Board shall provide the City a report of any twelve (12) month period detailing accounts where a meter was removed and billing was suspended.

#### **Section 4. Compensation and Payment.**

A. In consideration of the Board's performance of this Agreement, the Board shall receive the billing service fees listed below ("Billing Fees"), which shall be adjusted on January 1 each year.

##### Effective January 1, 2013

1. Two dollars and eighty cents (\$2.80) per bill for billing and collecting sanitary sewer charges where there is a metered water service.
2. Eight cents (\$0.08) per Miscellaneous Utility charge per bill where there is a metered water service.

Example of applying the 2013 Billing Fees to metered water accounts:

Metered water service accounts	
\$2.80	sanitary sewer
\$ .08	water surcharge
\$ .08	recycling
<u>\$ .08</u>	environmental utility
\$3.04	Total

3. Five dollars and fifty three cents (\$5.53) flat fee per bill where there is a private well service, regardless of the number of Miscellaneous Utilities billed. The Board receives no water service revenue from these accounts.

Examples of applying the 2013 Billing Fees to private well accounts:

Private well accounts with a flat sanitary sewer charge

\$5.53 sanitary sewer  
\$ .00 recycling  
\$ .00 environmental utility  
\$5.53 Total

Private well accounts without a flat sanitary sewer charge

\$5.53 recycling  
\$ .00 environmental utility  
\$5.53 Total

#### Effective January 1, 2014

1. Two dollars and eighty cents (\$2.80) x CPI [Index of July 2013 / Index of January 2011] per bill for billing and collecting sanitary sewer charges where there is a metered water service.
2. Twelve cents (\$0.12) x CPI [Index of July 2013 / Index of January 2011] per Miscellaneous Utility charge per bill where there is a metered water service.
3. Five dollars and fifty three cents (\$5.53) x CPI [Index of July 2013/ Index of January 2011] per bill where there is a private well service, regardless of the number of Miscellaneous Utilities billed. The Board receives no water service revenue from these accounts.

#### Future Billing Fees

1. The parties agree to meet and confer at five (5) year intervals from the date of this Agreement to review the Billing Fees.
2. Unless otherwise agreed to by both parties, annual revisions to the Billing Fees beyond January 1, 2014 shall be tied to the CPI of July in the year preceding the Billing Fee increase.

3. The revisions shall be calculated by applying the percent change of the July CPI over the past 12 month period. For example, the Billing Fees effective January 1, 2015 shall be adjusted in accordance with the percent change in CPI [Index of July 2014 / Index of July 2013].

B. For purposes of this Agreement, "CPI" shall mean the Bureau of Labor Statistics Table 1 Consumer Price Index for all Urban Consumers (CPI-U): U.S. city average by expenditure category and commodity and service group, using the Unadjusted indexes "All items" (top line of the expenditure category).

C. On a monthly basis, the Board shall pay the City via wire transfer, or other method acceptable to both parties, the amount of sanitary sewer and Miscellaneous Utility charges it billed since the previous payment, plus or minus any adjustments and less the prevailing per-bill billing service charges for that period.

**D. Uncollectible balances exceeding \$500**

The Board agrees to use due diligence when collecting delinquent sanitary sewer and Miscellaneous Utility charges. If past due billed charges for any delinquent account exceed \$500.00 and the charges are deemed by the Board to be uncollectible, the City shall reimburse the full amount the Board has remitted to the City for such past due billed charges. Any payments made to the Board covering these same past due billed charges on such accounts for sanitary sewer charges or Miscellaneous Utility charges shall be remitted to the City by the Board.

E. The City may desire to have printed materials inserted with water bills. The Board is willing to insert said materials at its discretion, provided space is available and the materials do not cause the postal weight limit to be exceeded. Should the insert cause the postal weight limit to be exceeded, the City shall reimburse the Board any additional postage costs.

**F. Additional Billing Services and Rate Revisions**

- 1) In the future, the City may desire to have the Board bill for additional Miscellaneous

Utilities not addressed in the Agreement (e.g. street lighting), or may desire to change the rate structure of existing sanitary sewer or Miscellaneous Utility charges. In that event, the City shall provide a written request for such billing no less than four (4) months prior to the date billing is to commence.

2) The Board may choose to provide billing for additional Miscellaneous Utilities, but is under no obligation to do so. However, the Board agrees to attempt to apply any new revised rate structure for sanitary sewer, environmental utility (storm sewer), water surcharge and recycling charges. The Board shall provide a written response to the City's request within thirty (30) calendar days of receipt. If the Board agrees to provide the requested billing, it shall provide an estimate of all costs related to implementation of the billing (e.g. programming, set-up, testing, etc.).

3) If the City desires to have the Board proceed with implementing the requested billing, it shall notify the Board in writing. The City shall be responsible for all Board costs related to the implementation of billing.

4) In the event the estimated Board costs to implement billing for an additional Miscellaneous Utility or a revised rate structure are greater than \$10,000, the parties shall execute an amendment to this Agreement to establish the scope and costs.

5) Following implementation of billing for an additional Miscellaneous Utility or a revised rate structure, the Board shall submit an itemized invoice of implementation costs to the City. Upon receipt of the invoice, the City shall make payment to Board within thirty (30) days.

G. Billing Fees shall be no higher than the lowest per-bill Billing Fees charged to other municipalities served by the Board for like services.

## **Section 5. Notice.**

All notices, requests, demands, and other communications hereunder shall be in writing and shall be deemed given if personally delivered or mailed, certified mail, return receipt requested, to the following addresses:

If to Board: Saint Paul Regional Water Services  
General Manager

1900 Rice Street  
Saint Paul, MN 55113-06810

If to City: City of Maplewood  
Finance Director  
1830 County Road B East  
Maplewood, MN 55109

**Section 6. Previous Billing Agreement and Amendments**

The following agreements and amendments between the parties contain provisions pertaining to utility billings:

Agreement	October 30, 1996	Sanitary sewer billing
Amendment No. 1	June 9, 1997	Recycling billing
Amendment No. 2	December 11, 2002	Revised sanitary sewer and recycling billing
Amendment No. 4	January 13, 2004	Environmental utility (storm water) billing
Amendment No. 5	October 11, 2005	Water surcharge billing

The parties hereby agree that the billing and collection provisions contained in the above agreement and amendments are null and void and replaced in their entirety by this Agreement.

**Section 7. Term of Agreement.**

This Agreement shall commence on the date of City council approval or Board approval, whichever occurs last. This Agreement shall expire on December 31, 2032, or upon termination of the October 30, 1996 Water Service Agreement between the parties, whichever occurs first, subject to the terms of Section 9.

**Section 8. Amendment.**

This Agreement may be amended in writing for additional terms prior to the expiration of the current term, or for any other reason, upon such terms and conditions as may be mutually agreeable between the parties.

**Section 9. Termination.**

A. This Agreement may be terminated for cause by either party upon six (6) months written notice. Such notice shall specify all terms and conditions that the terminating party alleges the other party has failed to comply with, and the other party shall have up to sixty (60) days to correct said noncompliance.

B. This Agreement may be terminated in whole or in part without cause, provided that the terminating party provides not less than one year written notice of its intent to terminate.

[Remainder of page left intentionally blank.]

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in their behalf respectively as of the day and year first above written.

**APPROVED:**

**BOARD OF WATER COMMISSIONERS  
OF THE CITY OF SAINT PAUL**

By \_\_\_\_\_  
Stephen P. Schneider, General Manager

By \_\_\_\_\_  
Matt Anfang, President

Approved as to form:

By \_\_\_\_\_  
Assistant City Attorney

By \_\_\_\_\_  
Mollie Gagnelius, Secretary

By \_\_\_\_\_  
Todd Hurley, Director  
Office of Financial Services

**CITY OF MAPLEWOOD, MINNESOTA**

By \_\_\_\_\_  
Its Mayor

By \_\_\_\_\_  
Its City Manager

**THIS PAGE IS INTENTIONALLY LEFT BLANK**

**AGENDA REPORT**

**TO:** James Antonen, City Manager  
**FROM:** Charles Ahl, Assistant City Manager  
 Sarah Burlingame, Senior Administrative Assistant  
**DATE:** October 16, 2012  
**SUBJECT:** 2013 Charitable Gambling—Approval of Awards

**INTRODUCTION**

Each year the Maplewood City Council solicits requests for charitable gambling funds. Every year the requests for funds have exceeded the available funds. That is the case this year. The city received 28 applications with \$89,660 in requests. The amount of funds available is \$30,000.

**BACKGROUND**

On October 8, 2012, the City Council was presented with the applications for 2013 Charitable Gambling Funds. The Council reviewed the requests and submitted to City Staff their individual voting sheets on award amounts. The votes were combined into one spreadsheet and an average of the suggested award amounts was used to total the award amounts presented today. This spreadsheet is provided, for reference, as an attachment.

Each of the organizations requesting funds is listed below, as well as their requested amounts and the final suggested award amounts tallied from the City Council’s vote. Please note that 3 organizations received \$0 due to Council practice of zeroing out any applicant that gets a zero allocation from four or more members of the City Council.

Organization	Amount Requested	Proposed Award
180 Degrees, Inc.	\$5,000.00	0*
Ashland Productions	\$1,500.00	\$300.00
Boy Scout Troop 461	\$3,000.00	\$1,000.00
CHILD Inc.	\$200.00	\$80.00
Dispute Resolution Center	\$2,000.00	\$280.00
District 622 Education Foundation	\$5,000.00	\$2,000.00
District 622 Fusion Drumline	\$1,600.00	\$520.00
Friends of Maplewood Nature	\$2,050.00	\$900.00
Friends of Ramsey County Libraries	\$2,500.00	\$1,200.00
Hmong American Education Fund	\$5,090.00	\$1,678.00
Maple Tree Monastery Childcare Center	\$1,600.00	\$500.00
Maplewood AARP TaxAides	\$1,500.00	\$440.00
Maplewood Area Historical Society	\$18,360.00	\$6,132.00
Maplewood Fire Fighters Flower Fund	\$1,000.00	\$320.00
Maplewood Police Explorers	\$8,000.00	\$2,940.00
Maplewood Police Reserves	\$5,000.00	\$2,600.00
Maplewood Youth Scholarship Fund	\$3,500.00	\$1,500.00
Mothers And More, Twin Cities East #299	\$700.00	\$320.00
Northern Lights Service Unit, Girl Scouts	\$3,500.00	\$400.00
Ramsey County Fair	\$3,500.00	\$2,300.00
Second Chance Animal Rescue	\$1,000.00	\$300.00
Simon Youth Foundation - Maplewood Mall	\$600.00	\$180.00
St. Jerome School	\$1,400.00	\$620.00
The Salvation Army	\$3,000.00	\$1,500.00
Tubman Family Alliance	\$2,000.00	\$400.00
Venture Crew 613	\$1,060.00	0*
Walker at Hazel Ridge Senior Community	\$5,000.00	0*
Weaver Elementary PTA	\$1,000.00	\$440.00
Fund Reserves		\$1,150.00
<b>TOTAL AMOUNT OF REQUESTS</b>	<b>\$89,660</b>	<b>\$30,000</b>

**RECOMMENDATION**

Staff recommends the approval of the proposed awards amounts as listed above.

Attachments:

1. Charitable Gambling Funds Proposed Awards for 2013 Spreadsheet

2013 Charitable Gambling Funds Score Sheet

Organization	Amount Requested	WR	KJ	JL	MK	BC	Proposed Award
180 Degrees, Inc.	\$5,000.00	\$0	\$1,000	\$0	\$0	\$0	0*
Ashland Productions	\$1,500.00	\$1,000	\$500	\$0	\$0	\$0	\$300
Boy Scout Troop 461	\$3,000.00	\$1,000	\$0	\$0	\$3,000	\$1,000	\$1,000
CHILD Inc.	\$200.00	\$0	\$200	\$0	\$0	\$200	\$80
Dispute Resolution Center	\$2,000.00	\$100	\$1,000	\$0	\$0	\$300	\$280
District 622 Education Foundation	\$5,000.00	\$1,000	\$2,000	\$5,000	\$1,000	\$1,000	\$2,000
District 622 Fusion Drumline	\$1,600.00	\$0	\$0	\$1,600	\$0	\$1,000	\$520
Friends of Maplewood Nature	\$2,050.00	\$1,500	\$1,000	\$0	\$1,000	\$1,000	\$900
Friends of Ramsey County Libraries	\$2,500.00	\$2,000	\$1,500	\$0	\$0	\$2,500	\$1,200
Hmong American Education Fund	\$5,090.00	\$1,300	\$1,000	\$5,090	\$0	\$1,000	\$1,678
Maple Tree Monastery Childcare Center	\$1,600.00	\$400	\$500	\$0	\$0	\$1,600	\$500
Maplewood AARP TaxAides	\$1,500.00	\$1,200	\$500	\$0	\$0	\$500	\$440
Maplewood Area Historical Society	\$18,360.00	\$4,700	\$3,600	\$0	\$18,360	\$4,000	\$6,132
Maplewood Fire Fighters Flower Fund	\$1,000.00	\$500	\$500	\$0	\$0	\$600	\$320
Maplewood Police Explorers	\$8,000.00	\$2,500	\$2,200	\$5,000	\$3,000	\$2,000	\$2,940
Maplewood Police Reserves	\$5,000.00	\$4,000	\$4,000	\$0	\$0	\$5,000	\$2,600
Maplewood Youth Scholarship Fund	\$3,500.00	\$2,000	\$2,000	\$3,500	\$0	\$0	\$1,500
Mothers And More, Twin Cities East #299	\$700.00	\$300	\$300	\$700	\$0	\$300	\$320
Northern Lights Service Unit, Girl Scouts	\$3,500.00	\$1,000	\$0	\$0	\$0	\$1,000	\$400
Ramsey County Fair	\$3,500.00	\$3,000	\$1,500	\$0	\$3,500	\$3,500	\$2,300
Second Chance Animal Rescue	\$1,000.00	\$0	\$500	\$1,000	\$0	\$0	\$300
Simon Youth Foundation - Maplewood Mall	\$600.00	\$0	\$0	\$600	\$0	\$300	\$180
St. Jerome School	\$1,400.00	\$0	\$700	\$1,400	\$0	\$1,000	\$620
The Salvation Army	\$3,000.00	\$1,500	\$2,000	\$3,000	\$0	\$1,000	\$1,500
Tubman Family Alliance	\$2,000.00	\$1,000	\$1,000	\$0	\$0	\$0	\$400
Venture Crew 613	\$1,060.00	\$0	\$0	\$0	\$0	\$500	0*
Walker at Hazel Ridge Senior Community	\$5,000.00	\$0	\$1,000	\$0	\$0	\$0	0*
Weaver Elementary PTA	\$1,000.00	\$0	\$500	\$1,000	\$0	\$700	\$440
Fund Reserves		\$0	\$1,000	\$2,110	\$140	\$0	\$1,150
<b>TOTAL AMOUNT OF REQUESTS</b>	<b>\$89,660</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>\$30,000</b>

An estimated \$30,000 is available revenue from proceeds of the 10% Charitable Gambling Tax. Any reduction in available funds will result in a proportional reduction of the award amount.

\* Removed from consideration due to past practice of zeroing out any applicant that gets a zero allocation from four or more members of the City Council.

# MEMORANDUM

**TO:** James Antonen, City Manager  
**FROM:** DuWayne Konewko, Parks and Recreation Director  
 Ginny Gaynor, Natural Resources Coordinator  
**DATE:** October 15, 2012  
**RE:** Consider Approval of Fish Creek Master Plan

## INTRODUCTION

Maplewood is developing a Master Plan for the 70-acre Fish Creek parcel south of Carver Avenue. At the October 22, 2012 meeting, council members will consider approval of the Fish Creek Master Plan.

## DISCUSSION

Maplewood has an agreement to purchase 70 acres of land near Fish Creek in south Maplewood from The Conservation Fund. Once the land is acquired, 50 acres will be owned by the city and 20 acres will be owned by Ramsey County. Grants received for site acquisition and restoration require that we prepare a management plan. Prior to developing a management plan, the city is preparing a Master Plan, in accordance with our park planning process. Development of the Master Plan is a joint venture between Maplewood and Ramsey County. Once a Master Plan is approved, city and county staff will work with Great River Greening to develop the management plan.

The attached documents make up the Master Plan: Master Plan Concepts (Attachment 1), Trail Concept Map (Attachment 2), and Target Vegetation Map (Attachment 3). Three public meetings were held to develop the plan, including a hike at the site. Residents from both Maplewood and St. Paul attended the meetings and participants were very supportive of and excited about the project and the final plan. In September and October, three commissions reviewed the plan – Parks and Recreation, Environmental and Natural Resources, and Heritage Preservation. The plan was unanimously approved by each of these commissions.

Key components of the plan are summarized below.

**Use and Purpose.** This site is a natural area for wildlife and a place for people to experience and enjoy nature.

**Trails and Parking.** Parking for the preserve would be in a proposed parking lot on Henry Lane. A paved trail loop, approximately 1-mile long, would start at the parking lot and make its way to the blufftop (solid red line on trail map). There would be two rustic trails on the site (dashed lines on the trail map). The southern rustic trail would wind through the woods, mostly

on Ramsey County land. The northern trail would be the Fish Creek Hiking Trail and follow the Creek between Point Douglas Road and Henry Lane.

**Target Vegetation.** Existing vegetation on the site is a mix of pasture grassland and degraded woodlands, and includes one small prairie remnant. There are some high quality woodlands on the adjacent county open space. The target vegetation map shows areas will be restored to native plant communities including: prairie, oak savanna, and oak woodland.

**Archeological Artifacts.** In 2005, an archeological survey conducted for CoPar Development encountered artifacts on the site. One area had 17 artifacts and is potentially eligible for listing in the National Registry of Historic Places. On October 2, 2012, Maplewood Area Historical Society hosted a presentation by archeologist Garrett Knudsen to help attendees better understand these artifacts and their significance. The group had a good discussion on how Maplewood could proceed on investigation and preservation of historic artifacts at the site. Recommendations from that discussion are incorporated in the final Master Plan and were approved by the Heritage Preservation Commission.

## RECOMMENDATION

Staff recommends that City Council approves the Master Plan for Fish Creek.

### Attachments:

1. Master Plan Narrative
2. Fish Creek Trail Concept
3. Target Vegetation Map

**Fish Creek**  
**Master Plan Concepts**  
10/12/12

The City of Maplewood and Ramsey County have prepared this Master Plan for the 70-acre parcel of land south of Carver Avenue. This Master Plan was prepared jointly to ensure protection of natural resources, to provide public access to the site, and to ensure connectivity of habitats and trails. The Master Plan includes a map showing Trail Concept, a map showing Target Vegetation, and this narrative.

**Site Use and Activities**

This site is a natural area for wildlife and a place for people to experience and enjoy nature. Grants received for acquisition of the 50 acres south of Fish Creek restrict the land to passive uses. Hiking, bird watching, and nature study are appropriate uses at the site. The area north of the creek does not have these restrictions. However, much of the northern section is protected wetland and this plan proposes the north section remains natural. The 8 acres adjacent to Carver Avenue may be developed someday. If that area is not developed, it could remain natural or be used as active parkland or community garden.

**Master Plan Process**

Three public meetings were held in summer 2012 to develop the site plan, which was then drafted by city and county staff. The Master Plan will be reviewed by three Maplewood commissions for their recommendation: Parks and Recreation Commission, Environmental and Natural Resources Commission, and Heritage Preservation Commission. The Plan will then be submitted to Maplewood City Council.

**Parking**

***Parking Lot on Henry Lane.*** The plan calls for a small parking lot of approximately 20 stalls on Henry Lane, sited north of the Fish Creek. This location will provide a direct connection to the rustic trail along the creek and will help constrict illegal vehicle access to the site since the creek is a “pinch point.”

***Parking Lot Near Point Douglas Road.*** The plan shows trail access from the west at Oakwood Church, 1388 Point Douglas Road. In the past, the church indicated a willingness to explore being a trailhead for the rustic Fish Creek Hiking Trail and allowing people to use their parking lot. Prior to trail development, the city and county should pursue discussions of this with Oakwood Church. If this option does not come to fruition, the county owns land along Point Douglas Road north of the church and the trail could come to this point. However, parking on this parcel of county land would likely be limited to just a few stalls, rather than a parking lot.

## Trails

***Paved Trail Loop.*** An 8' to 10'-wide bituminous trail will take visitors from the Henry Lane parking lot on a loop to the bluff top. Some of this trail takes advantage of old driveways on the site, to reduce disturbance and need for grading. The trail would comply with the American with Disabilities Act standards. Two alternate trail sections are shown on the Master Plan, which would depend on funding.

***Fish Creek Hiking Trail.*** A rustic trail will take visitors along the creek from Point Douglas Road to Henry Lane. This trail would be graded to minimize erosion and would be mowed grass in open areas and soil surface in wooded areas. A portion of the trail would be on both sides of the creek.

***Additional Rustic Trail Loop.*** A rustic trail (graded, mowed) is planned for the southern portion of the site and continues on the county open space.

***Additional Discussion.*** During the public meetings a suggestion was made to have a section of paved trail from Oakwood Church going south to the most scenic section of the creek – the canyon. This is not shown on the map but it is an idea worth further discussion by the county and Oakwood Church.

## Overlooks and Benches

The Master Plan shows three vista locations. Benches would be located at these sites. Additional benches would be installed along the trails as needed.

## Water and Bathroom Facilities

No drinking water or bathroom facilities are planned for the site. However, the parking lot on Henry Lane should be constructed to allow for a porta-potty, in case a porta-potty is needed in the future.

## Signage

At a minimum, signage at the site should include an entry sign with the name of the preserve, a rule sign, a map of the trail system, and boundary markers where necessary to delineate public and private land. (Also see Site Interpretation below.)

## Target Vegetation

The Master Plan shows the target vegetation planned for the site. This site was historically woodland, and was later cleared for farming. An aerial photo from 1940 shows only two small areas of trees on the site. Today the site is a mix of pasture grasslands, degraded woodlands, and a pine plantation. The restoration plan for the site is to transition the open grasslands to prairie and oak savanna and to

enhance the existing wooded areas by removing non-native trees and brush and planting species that are native to oak woodland.

### **History and Archeology**

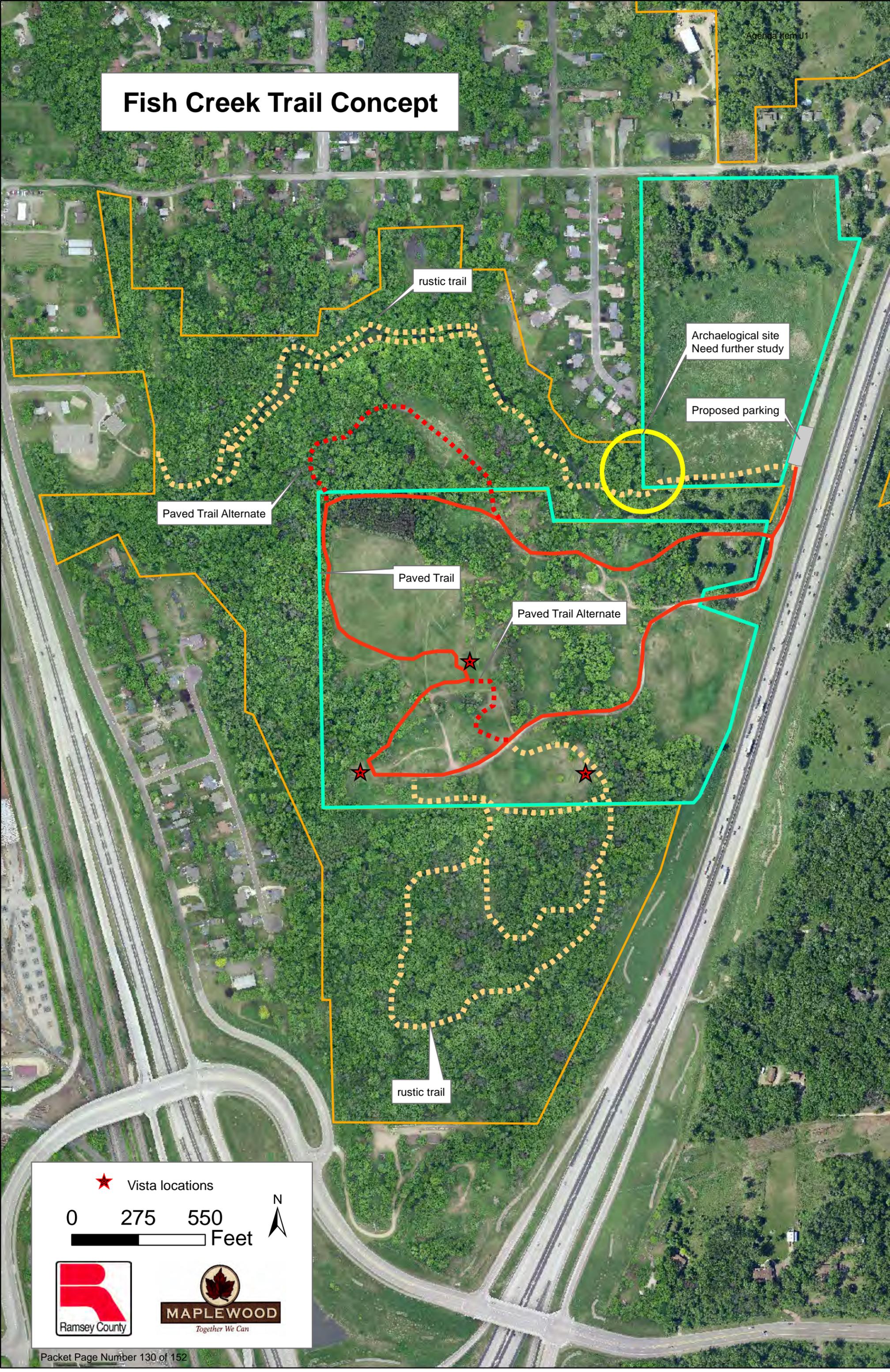
In 2005, Summit EnviroSolutions, Inc. conducted a Phase I archaeological survey of the 70-acre Fish Creek site for CoPar Development. Summit recommended one archeological site, 21RA0054, undergo Phase II archaeological testing to determine eligibility in the National Registry of Historic Places (NRHP). This archeological site consists of fragments of ceramics, lithics, and one faunal remain. Due to topography along the creek, this is also the preferred location for the rustic trail from Henry Lane to the creek. To preserve the history of this site and protect archeological artifacts, the City shall undertake the following measures.

- Conduct a Phase II Archaeological investigation for site 21RA0054.
- If site 21RA0054 is deemed eligible for NRHP listing, follow Maplewood's established procedures for listing a site – recommendation by Heritage Preservation Commission and approval by City Council.
- Any trail or amenities near site 212RA0054 should be positioned to ensure no damage or impacts to artifacts.
- Encourage Ramsey County and landowners adjacent to the creek to support archeological survey work in flat areas near the creek. Such work could be done by an archeological consulting firm, or it could be done in conjunction with a university. The City shall support those efforts as feasible.
- Prior to trail or other construction projects on the site, develop instructions for contractors explaining what to do if artifacts are encountered during construction.
- Support efforts of Maplewood Area Historical Society and Maplewood's Heritage Preservation Commission to document and better understand the history of this site. Ideally, grants would be submitted to conduct additional archeological work and to research and document the site history.

### **Site Interpretation**

Once the history of this site is better documented, an interpretive plan should be developed to highlight site history, natural resources and restoration activities. Discussions at the Master Plan public meetings favored an interpretive trail with numbered posts that would correspond to printed material and web information about the site, rather than having extensive interpretive signage at the site.

# Fish Creek Trail Concept



Paved Trail Alternate

rustic trail

Archaeological site  
Need further study

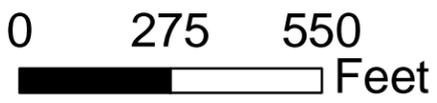
Proposed parking

Paved Trail

Paved Trail Alternate

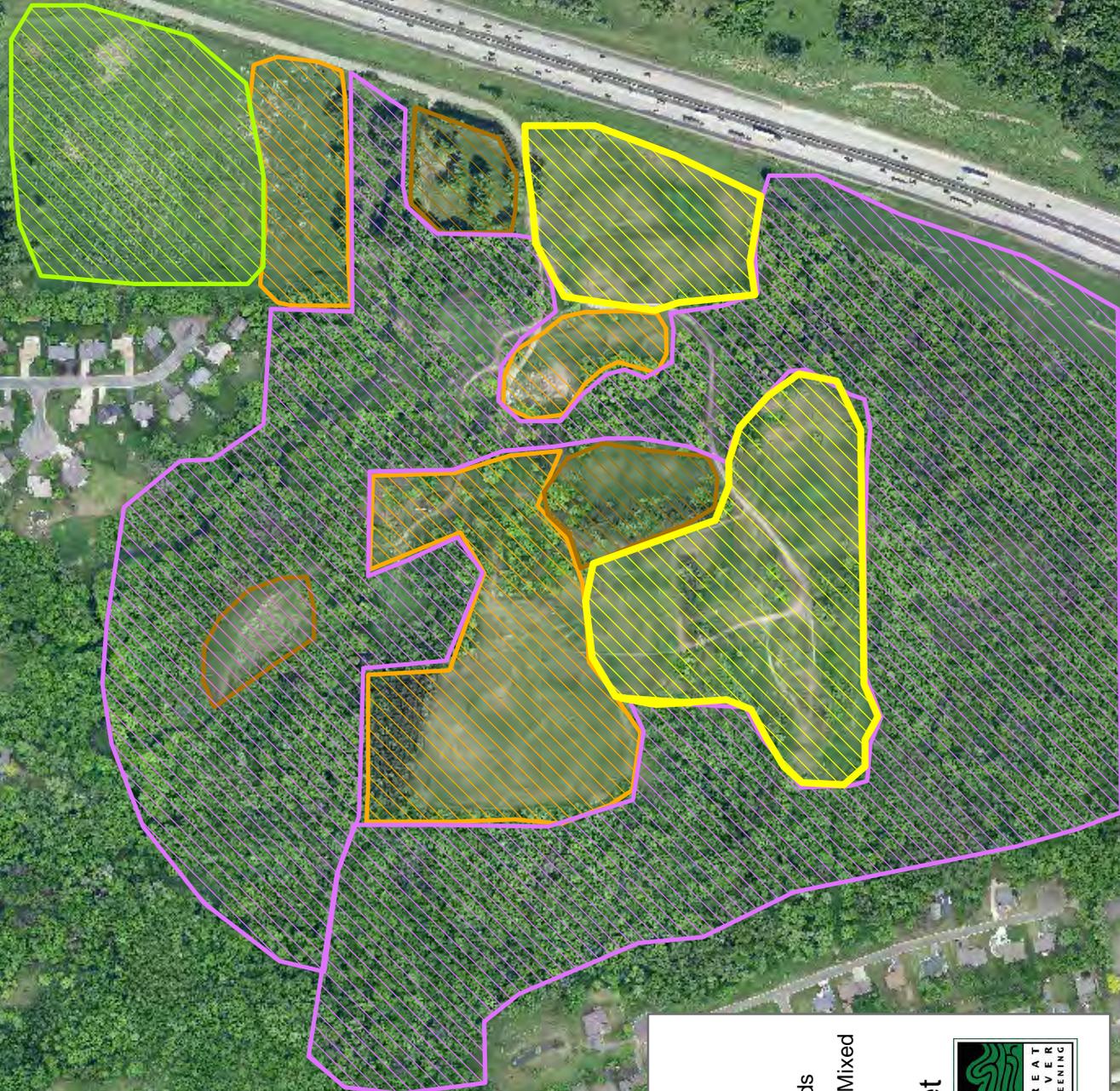
rustic trail

★ Vista locations



# Fish Creek Proposed Vegetation

Agenda Item J1



**Legend:**

- Prairie
- Wet Prairie
- Oak Savanna
- Planted Oak Woods
- Woods - Oak and Mixed

**Scale:** 0 262.5 525 Feet

**Logos:**

- GREAT RIVER GREENING
- MAPLEWOOD Together We Can
- Ramsey County

## MEMORANDUM

TO: James Antonen, City Manager  
FROM: Michael Martin, AICP, Planner  
Charles Ahl, Assistant City Manager  
SUBJECT: **Men's Wearhouse, Maplewood Mall Comprehensive Sign Plan  
Amendment**  
LOCATION: 3001 White Bear Avenue  
DATE: October 16, 2012

### INTRODUCTION

The Men's Wearhouse is appealing a decision the community design review board (CDRB) made at its meeting on September 25, 2012. Men's Wearhouse applied for a comprehensive sign plan amendment seeking approval to install a sign on an exterior wall on the west side of the mall, next to the Macy's store. Men's Wearhouse is requesting approval to install a 166.5 square foot sign. The CDRB approved an amendment to the comprehensive plan to allow for an exterior sign but conditioned approval on the sign being reduced in size by 50 percent. Men's Wearhouse is appealing the condition of approval requiring a reduced sign.

The Maplewood Mall is the only shopping center in the city that does not have specific criteria within its comprehensive sign plan regulating sign sizes and placement. The site currently has a comprehensive sign plan in place that requires the CDRB review every sign request. Comprehensive sign plans are required for commercial buildings with five or more tenants. Simon Properties owns the mall and supports this request.

### Request

The applicant is proposing to install a wall sign for the Men's Wearhouse.

### DISCUSSION

The Maplewood Mall does not have set criteria for exterior wall signage. Rather the comprehensive sign plan for this site requires every sign to come before the CDRB for approval. Historically, only the four major anchors had exterior signage, besides the Maplewood Mall's own signage. More recently, exterior signs have been approved for Barnes and Noble and H & M. Barnes and Noble has a direct access point to the mall parking lot where H & M does not.

The proposed Men's Wearhouse exterior sign would be in the northwest corner of the mall building between Macy's and Kohl's. The Men's Wearhouse does not have a direct access point to the mall parking lot but is the first store as you enter the common mall entrance. Men's Wearhouse is located on the first floor directly adjacent to Macy's.

The CDRB reviewed this request at four meetings, dating back to April 2012. The CDRB worked hard to get the Maplewood Mall to develop sign criteria. Simon Properties owns the mall and does not want set sign criteria and would like to continue having the city review signs on a case-by-case basis. A letter from Simon Properties is attached to this report.

The CDRB was also concerned about the overall size of the proposed Men's Wearhouse sign, since the store is not an anchor to the mall and does not have its own entrance. Men's Wearhouse is proposing a 166.5 square foot sign – roughly 6.25 feet high and 26.5 feet long. Staff looked up recently issued sign permits to provide context of the sign size. Kohl's, an anchor store, has a sign that is 195 square feet in size on its west wall. When J.C. Penny assumed an anchor store spot it installed two signs which are 210 square feet in size. Barnes and Noble, which is not an anchor store but does have a direct access door to the parking lot has a sign 192.5 square feet in size. H & M, also not an anchor store and does not have a direct exterior door, installed an exterior sign 36 square feet in size. H & M has almost three times the amount of floor space within the mall as Men's Wearhouse.

## **Summary**

Staff understands the CDRB's desire to develop specific requirements for exterior signage for the Maplewood Mall, but the property owner is unwilling to develop or agree to such conditions. Staff is comfortable with the current setup of the comprehensive sign plan and the city's ability to limit or control a proliferation of exterior signs at the Maplewood Mall.

Staff agrees with the CDRB's assessment of needing to reduce the size of the proposed sign for Men's Wearhouse. When considering the examples of existing signs, as proposed the Men's Wearhouse sign would be similar in size of anchor stores and stores with direct exterior access. The CDRB's condition of approval reducing the sign 50 percent, or having a maximum line height of 18 inches, brings the Men's Wearhouse sign more in line with the H & M sign, a non-anchor store with no exterior entrances.

## **RECOMMENDATION**

Approve the plans attached to this report for a comprehensive sign plan amendment to allow an exterior wall sign for Men's Wearhouse at the Maplewood Mall, 3001 White Bear Avenue with the following conditions.

1. Sign as proposed must be reduced in total size by 50 percent or have a maximum letter height of 18 inches.
2. Bottom line of sign shall be located as close to the fire alarm on the exterior wall as possible.
3. Any future sign requests shall be reviewed by the community design review board.

## REFERENCE INFORMATION

### SITE DESCRIPTION

Site size: 68.78 acres  
Existing Use: Regional Mall

### SURROUNDING LAND USES

North: Commercial properties  
South: Commercial properties and Metro Transit Park and Ride Ramp  
East: Commercial properties  
West: Commercial properties

### PLANNING

Land Use Plan: C (commercial)  
Zoning: BC (business commercial)

### APPLICATION DATE

Staff received the complete application and plans for this proposal on April 10, 2012. State law typically requires that the city take action within 60 days of receiving complete applications. However, the applicant has requested two extensions for this request which supersedes any timeline the city had to adhere to. The CDRB made a decision on this request at its meeting on September 25, 2012 and the applicant made an appeal within the 15-day appeals period. Staff, as required by code, scheduled this request to be heard by the city council at the next possible meeting.

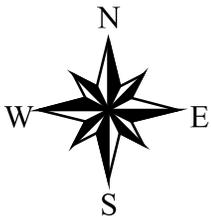
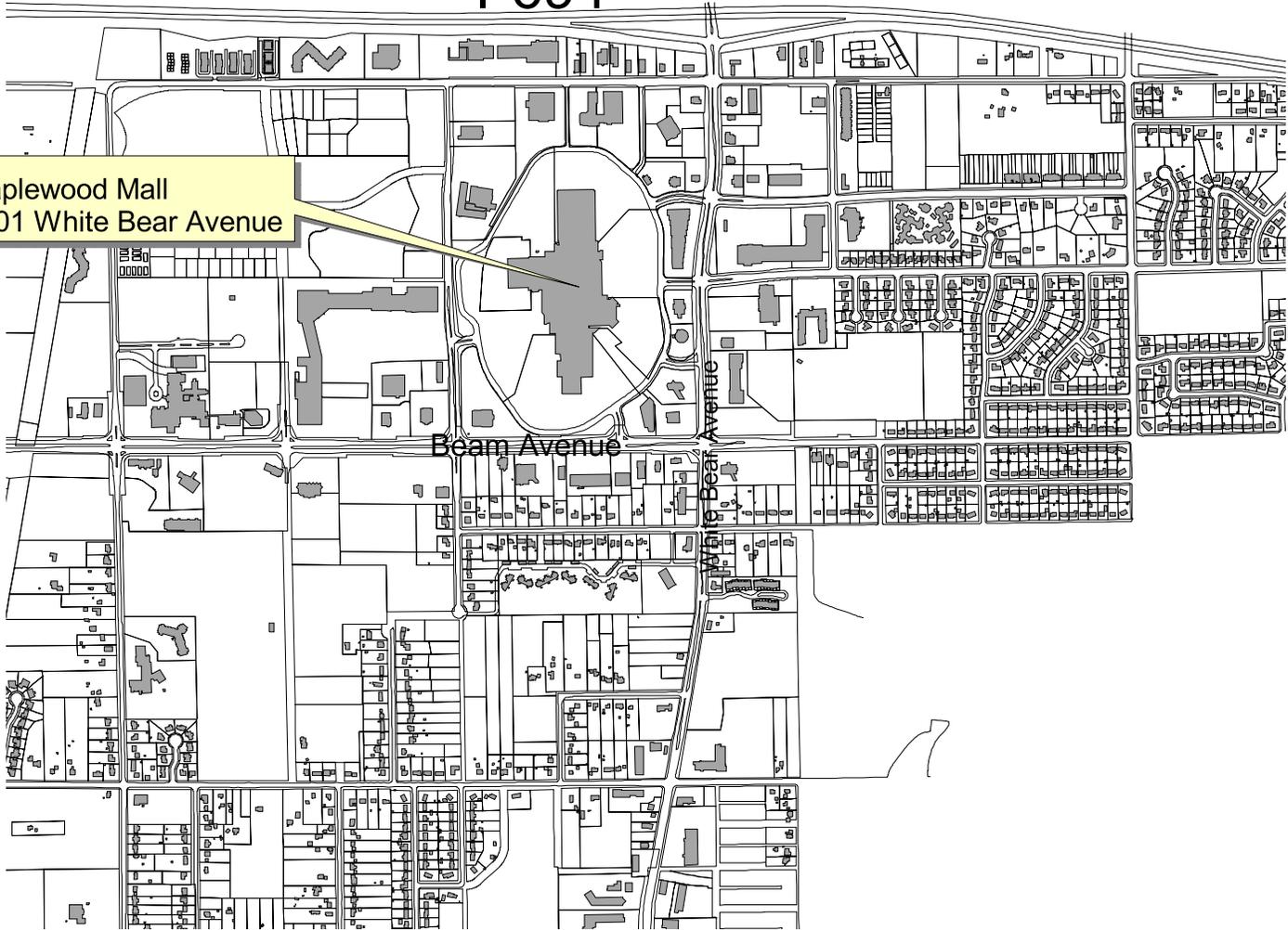
p: sec 2N\MensWearhouse\_Sign Plan Amendment\_CC\_102212

#### Attachments

1. Location Map
2. Mall Site Plan
3. Proposed Exterior Wall Sign
4. Mall Entrance Rendering
5. Simon Properties letter, September 17, 2012
6. Men's Wearhouse appeal letter, October 4, 2012
7. Draft CDRB Minutes, September 25, 2012

I-694

Maplewood Mall  
3001 White Bear Avenue



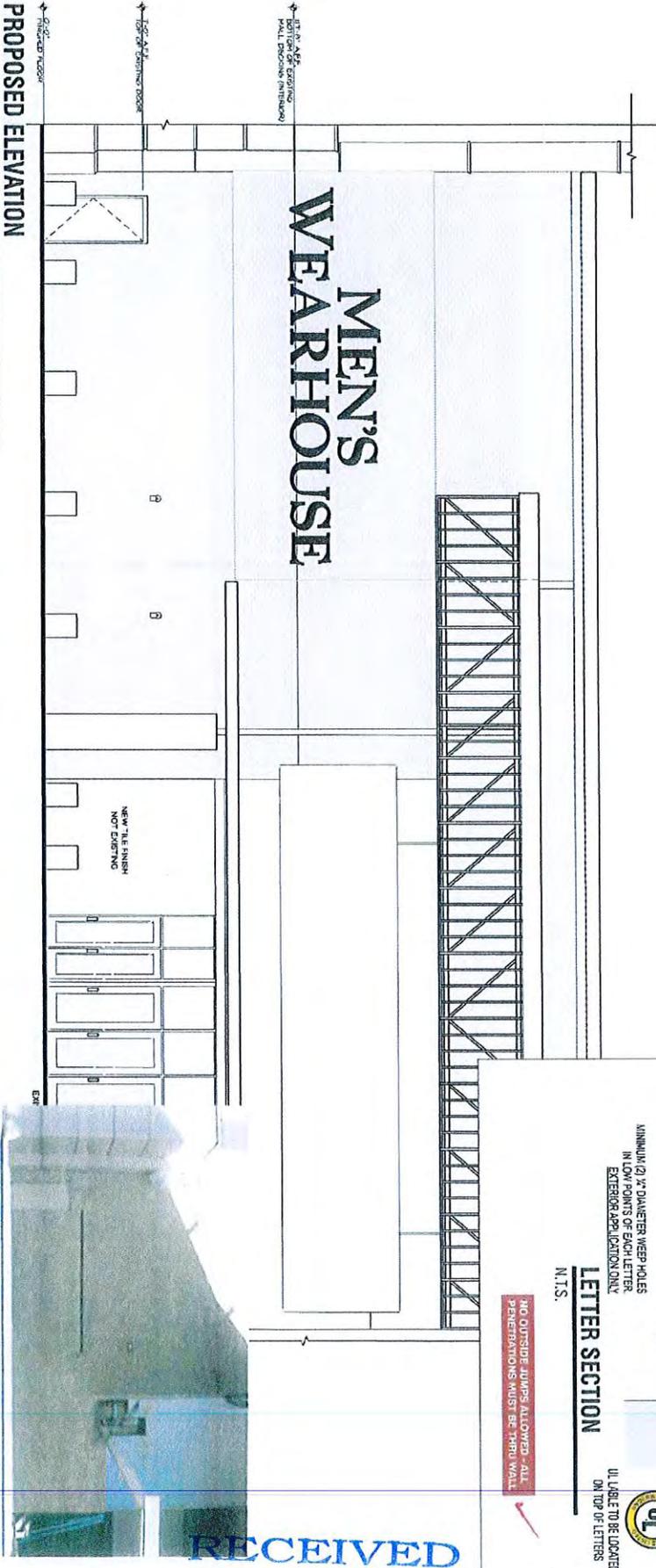
# Location Map



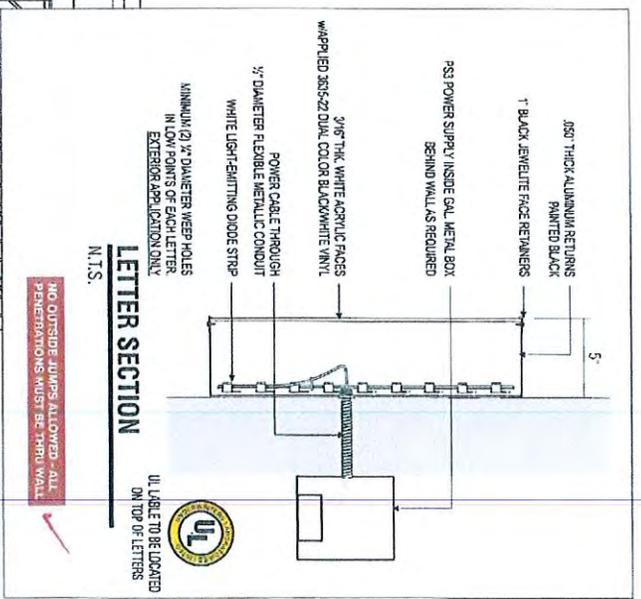


CHANNEL LETTERS  
SCALE: 1/8" = 1'-0"

166.5 SD FT



PROPOSED ELEVATION  
SCALE: 3/16" = 1'-0"



NO OUTSIDE JUMPS ALLOWED - ALL PENETRATIONS MUST BE THRU WALL

LETTER SECTION  
N.I.S.

UL LISTED  
UL LISTED

**ADART**  
SIGN COMPANY

MEN'S WEARHOUSE  
STORE #4111  
3001 White Bear Avenue N.  
St Paul MN 55109

DATE: 10/18/11  
DESIGNER: JAV  
REVISION: 1-07/2012

Revised	Date	Description

SALES APPROVAL \_\_\_\_\_  
CUSTOMER APPROVAL \_\_\_\_\_  
LANDLORD APPROVAL \_\_\_\_\_

Dimension are approximate & may change due to construction factors or exact field conditions. Color shown areas close as printing will allow. always follow written specifications. ALL RIGHTS RESERVED. This design has been created for you in connection with a project being planned for you by Adart. It may NOT be shown to anyone outside your organization, and may NOT be reproduced in any manner without prior consent.

RECEIVED

APR 09 2012



Proposed Entrance

FUTURE  
MM SIGN  
LOCATION

- Exposed steel structure painted gunmetal grey w/ perforated metal screen
- Translucent panel with supergraph-ics signage
- Existing wall surface painted
- Steel trellis with downlights
- Acid stained concrete w/ stone tile column base

- EXTENT OF SCOPE:**
- Removal of the existing facade and exposing the steel structure to allow natural daylight into the entry.
  - Removal of curved structure and column
  - Addition of a backlit translucent panel with "Maplewood Mall" supergraphics to add texture to the entries and create a beacon
  - Addition of a steel channel trellis to give a pedestrian scale and downlighting



Existing Entrance

Maplewood Mall  
Maplewood, MN

BUILDING ENTRANCE 2

SIMON

RECEIVED

APR 09 2012

Mr. Michael Martin AICP  
Planner, City of Maplewood  
1830 County Road B  
Maplewood MN 55109

September 17, 2012

RE: Men's Wearhouse Exterior sign  
Maplewood Mall

Dear Mr. Martin,

Please accept this letter as Simon's request that in lieu of formal sign criteria, the city review exterior signs (in which the tenant has no direct exterior entrance) on a case by case basis.

Simon has reviewed the tenant's submittal, and also supports the CDRB recommendation of changing the backing color to match brick and the letter colors to black.

Please let me know if you require any additional information from us.

Sincerely,



Jon B Charpie  
Senior Tenant Coordinator  
Simon Property Group  
225 West Washington Street  
Indianapolis, IN 46204  
317-263-7187 P



October 4, 2012

Office of Community Development  
City of Maplewood  
1830 County Road B East  
Maplewood, MN 55109

**Re: Exterior Sign  
Mens Wearhouse #4111  
Maplewood Mall  
3001 White Bear Ave N  
Maplewood, MN 55109**

Mr. Martin,

This letter is in reference to the new Men's Wearhouse retail location within Maplewood Mall.

We have worked diligently to conform with all guidelines and criteria set forth by the Property Owner and Municipality, and thus far have been denied our proposed new signage. After having been recently rejected in our request by the board of review, we respectfully request audience with the Town Council to present our case for new signage.

The Men's Wearhouse brand is sure to bring added value to mall patrons and advertising of such, in a tasteful and aesthetically pleasing manner, is crucial to marketing the new location appropriately. We request that we be added to the next available Council meeting in order to present our case before its members.

I appreciate your time and attention in this matter.

Respectfully Submitted,

A handwritten signature in black ink that reads 'Ted Guillermo'. The signature is written in a cursive, flowing style.

Ted Guillermo  
Construction Project Manager  
Men's Wearhouse  
40650 Encyclopedia Circle  
Fremont, CA 94538

**DRAFT**  
**MINUTES OF THE MAPLEWOOD COMMUNITY DESIGN REVIEW BOARD**  
**1830 COUNTY ROAD B EAST, MAPLEWOOD, MINNESOTA**  
**TUESDAY, SEPTEMBER 25, 2012**

**5. UNFINISHED BUSINESS**

**a. Men's Wearhouse, Maplewood Mall Comprehensive Sign Plan, 3001 White Bear Avenue**

- i. Planner, Mike Martin gave the report and answered questions on the Men's Wearhouse, Maplewood Mall Comprehensive Sign Plan, 3001 White Bear Avenue.
- ii. Maplewood Mall General Manager, Jennifer Lewis, addressed and answered questions of the board.
- iii. Rick Fox, Crosstown Sign, addressed and answered questions of the board.

Boardmember Shankar moved to approve the comprehensive sign plan amendment to allow an exterior wall sign for Men's Wearhouse at the Maplewood Mall, 3001 White Bear Avenue with the following conditions (additions are in bold and underlined):

1. **Sign as proposed must be reduced in total size by 50 percent or have a maximum letter height of 18 inches.**
2. **Bottom line of sign shall be located as close to the fire alarm on the exterior wall as possible.**
3. **Future exterior signs at the Maplewood Mall shall be limited to stores with exterior doors.**

Chairperson Ledvina made a friendly amendment to reduce the total size of the sign by 50 percent. Also that the future exterior signs on the Maplewood Mall be limited to stores with exterior doors.

Boardmember Shankar accepted the friendly amendment.

Seconded by Chairperson Ledvina.

Ayes - All

The motion passed.

## AGENDA REPORT

**TO:** James Antonen, City Manager  
**FROM:** Michael Thompson, Public Works Director / City Engineer  
**SUBJECT:** MnDOT I-35E MnPASS Improvements, Project 11-02, Call for Municipal Consent Public Hearing to be held December 10, 2012  
**DATE:** October 12, 2012

### INTRODUCTION

The City Council will consider calling for a public hearing to be held on December 10, 2012 at 7:00 p.m. for the Interstate 35E MnPASS Improvement Project led by MnDOT.

### BACKGROUND

The City needs to hold a public hearing for this project according to Minnesota Statute Section 161.164. On December 10<sup>th</sup> the council would hold a public hearing to satisfy the municipal consent requirement. A MnDOT representative would give a presentation at the December 10<sup>th</sup> public hearing in addition to answering questions.

MnDOT and the City held an open-house for this project on August 9<sup>th</sup> at the Maplewood Community Center in order to present the project to the public and solicit feedback.

As a result of an increased capacity component on I-35E as part of this project MnDOT is required to secure Municipal Consent from the City. I-35E, as a result of this project, would add one additional lane in both the north and south directions and be established as MnPASS lanes.

The project is generally located on I-35E from Maryland Avenue up to Little Canada Road. The bridges at Larpenteur, Roselawn, and County Rd B would all be replaced as part of the project. The City has been closely working with MnDOT on the design of the Roselawn and County Rd B bridges to ensure they allow for pedestrian ways on both the north and south sides of the local roadways underneath the new interstate bridges. MnDOT agreed to construct, at their cost, the County Rd B section under I-35E with an 8' trail/walk on the south side. Likewise MnDOT agreed to construct, at their cost, the Roselawn Avenue section under I-35E with an 8' trail/walk on the north side and 6' walk on the south side. These proposed pedestrian routes are consistent with the approved 2030 Comprehensive Plan in continuing to build out Maplewood's pedestrian network.

The Larpenteur Avenue Bridge section is still under discussion with MnDOT, Ramsey County, and Saint Paul. It is likely that staff will propose "conditions of municipal consent approval" as part of the resolution for the public hearing in December to ensure the proper lanes and pedestrian ways are built as part of the project for Larpenteur Avenue.

It should be noted that three noise walls are proposed to be constructed within Maplewood as part of this project. The walls are proposed in the following locations:

- 1) On east side of I-35E from Larpenteur Avenue extending north along the service road.

- 2) On west side of I-35E from just north of Champps Restaurant and extending north up to just south of Roselawn Avenue.
- 3) On east side of I-35E from Skillman Avenue extending north up to County Rd B.

An open-house was held specifically for the noise walls on October 17 from 4:30-6:30 at St. Jerome Catholic Church on Roselawn Avenue. The residents adjacent to these locations have an opportunity to vote their preference for a wall or no wall.

Additional information about this project can be found at:

<http://www.dot.state.mn.us/cayugamnpass/index.html>

## **BUDGET**

The majority of the project cost is covered by non-local sources. However there may be a minor Maplewood share for the Larpenteur Avenue Bridge depending on the bridge section jointly decided by Maplewood, Saint Paul, and Ramsey County. The decision and exact cost would be known prior to the December 10th public hearing.

## **RECOMMENDATION**

It is recommended that the City Council call a public hearing to be held at 7:00 p.m. on December 10, 2012, for the MnDOT I-35E MnPASS Improvement Project, State Project 6280-367 (City Project 11-02).

Attachment:

1. Location Map and Project Information
2. Letter from MnDOT requesting Municipal Consent



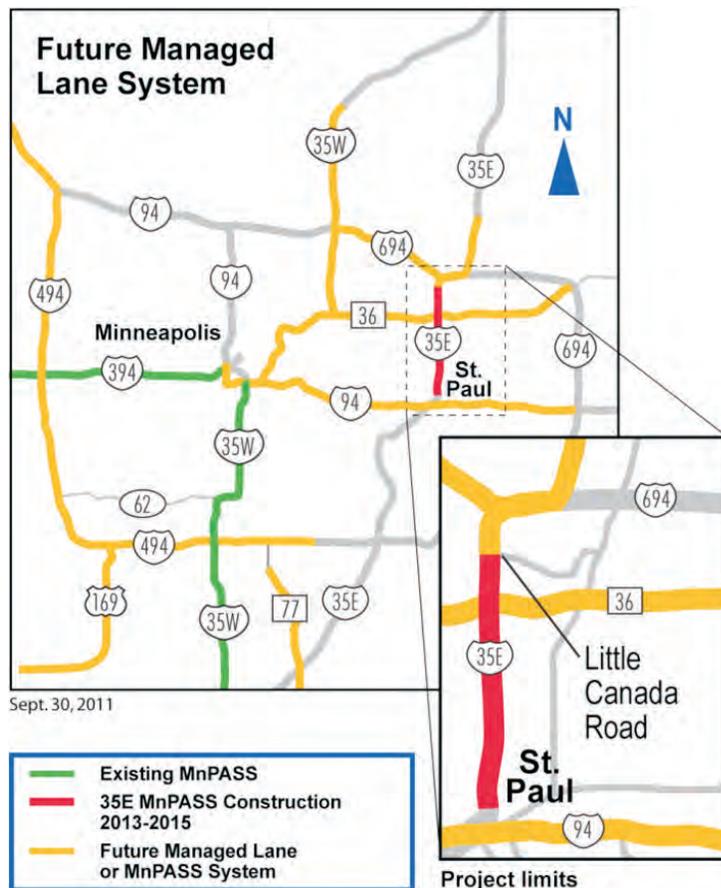
## I-35E MnPASS Project: Pennsylvania Avenue to Little Canada Road

In coordination with the I-35E Cayuga Project, MnDOT is planning the addition of MnPASS Express Lanes between Pennsylvania Avenue and Little Canada Road.

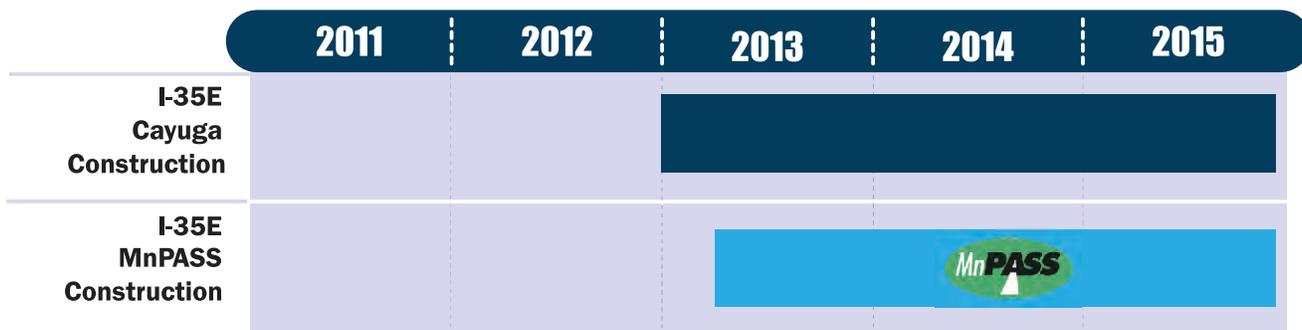
### Project Improvements

The I-35E MnPASS Express Lane construction is part of a larger effort, located on I-35E north of St. Paul. The project improvements include:

- Constructing a new interchange at Cayuga Street, which will help correct current safety issues and provide better freeway access for St. Paul's Phalen Boulevard corridor
- Replacing the Cayuga, Pennsylvania and Maryland Avenue bridges and adjacent railroad bridges
- Constructing an additional lane in each direction for MnPASS between Pennsylvania Avenue and Little Canada Road
- Resurfacing the existing I-35E lanes with concrete through St. Paul, Maplewood and Little Canada
- Replacing the Arlington, Wheelock, Larpenteur, County Road B, Roselawn Avenue and Highway 36 bridges



### Project Schedule





**For more information about MnPASS contact:**

**Jennie Read**

North Area Engineer  
Jennifer.read@state.mn.us  
Phone – 651.234.7713

**Brad Larsen**

MnPASS Policy Manager  
651-234-7024  
brad.larsen@state.mn.us

**Brian Kary**

Freeway Operations Engineer  
651-234-7022  
Brian.Kary@state.mn.us

[www.mnpass.org](http://www.mnpass.org)

**For more information about the I-35E MnPASS Project, visit us online at:**

[www.dot.state.mn.us/cayugamnpass/index.html](http://www.dot.state.mn.us/cayugamnpass/index.html)

**MnPASS Express Lane partners on this project:**

- Metropolitan Council
- Metro Transit

**MnPASS Benefits Twin Cities Commuters**

Solo drivers who want a more convenient and predictable trip may pay an electronic toll to use the MnPASS Express Lanes during peak travel times. Buses, motorcycles and carpools can use the MnPASS Express Lanes for free during peak travel times. Benefits include:

- Reliable travel times
- Travel options for all commuters
- Reduced congestion
- Improved traffic flow on all highway lanes
- Advantages for transit, with faster, more reliable bus service
- An economical way out of congestion
- An advantage to transit within existing road capacity
- Additional highway capacity when it is needed most, during rush hours
- A system that moves more people at a lower cost than regular lanes
- Revenue to operate, maintain and improve the MnPASS system





**Minnesota Department of Transportation**

Metropolitan District  
1500 Co. Rd. B2  
Roseville, MN 55113

**RECEIVED**

OCT 10 2012

*Maplewood Public Works*

Date: October 5, 2012

Mayor Will Rossbach  
City of Maplewood  
1830 County Road B East  
Maplewood, MN 55109

RE: Submittal of Final Layout and Project Report for the I-35E MNPASS Project (SP 6280-367) and Request for Municipal Consent

Dear Mayor Rossbach,

MnDOT is proceeding with plans to add a MNPASS lane in each direction on I-35E from Maryland Ave. to Little Canada Road. MnDOT is requesting municipal consent for this project as required by State Statutes 161.162 through 161.167. This document is the submittal of the project report and the final layout as required by State Statute 161.164.

State Statute 161.163 states that municipal consent applies only to projects that alter access, increase or reduce highway traffic capacity, or require acquisition of permanent rights of way. State Project 6280-367 will not alter access or require acquisition of permanent rights of way. State Project 6280-367 will increase highway traffic capacity by adding an addition lane in each direction, this additional lane will be a MNPASS lane, and as a result municipal consent is required for this project.

State Statute 161.164 states that the city is required to:

- Schedule a public hearing within 15 days of receiving the final layout.
- Conduct the public hearing within 60 days of receiving the final layout.
- Provide a 30-day notice of the public hearing.
- Approve or disapprove the layout by resolution within 90 days of the public hearing.

The resulting due dates for these activities are as follows:

- Date final layout and project report was submitted by MnDOT: October 10, 2012
- Scheduling of public hearing must occur by: October 25, 2012
- Public hearing must be conducted by: December 10, 2012
- Approval or disapproval of the layout must occur by: March 10, 2013

The public hearing required for municipal consent needs to be held separately from MnDOT's hearings or meetings. The purpose of the municipal consent public hearing is for the city to gather public comments on the project. At your request, MnDOT can have a representative on hand at the public hearing to answer questions.

An Equal Opportunity Employer



The decision on whether to approve or disapprove the final layout must be recorded on a resolution. I have provided a sample resolution that you may consider using for this project. The law provides for the final layout to be approved if the city does not approve or disapprove the final layout in writing within 90 days of the public hearing.

### **Project Limits and Route Location**

This project is located on I-35E from Maryland Ave. to Little Canada Road in the cities of Saint Paul, Maplewood, and Little Canada. Additionally, some construction work will need to occur on the roadways that cross I-35E. Approximately, 200 ft. of roadway on each side of I-35E may need some construction work at Arlington Ave., Wheelock Pkwy., Larpenteur Ave., Roselawn Ave., Co. Rd. B, and TH 36. There will not be any construction work on Little Canada Road and the traffic signals on Little Canada Road will be left as-is.

### **Project Purpose**

This project will install a fourth lane in each direction on I-35E from Maryland Ave. to Little Canada Road. This new lane will be a MNPASS lane. The lanes are free for buses, carpools and motorcycles; people who drive alone can use the lanes by paying an electronic fee. The fee to enter the MnPASS lanes increases when traffic slows to 50 mph. Currently, single occupancy vehicles are tolled during rush hours. For example, I-35W is tolled Monday through Friday from 6 AM to 10 AM and 3 PM to 7 PM. The MNPASS lane is open to the general traffic the rest of each week day and on weekends.

Additionally, the bridges are near the end of their service life and will be demolished and replaced, and the I-35E pavement is also near the end of its service life and will be rehabilitated.

### **Project Schedule**

This project will be let in the summer of 2013. This is a design-build project. During the fall of 2013 and winter of 2013/2014 the Contractor will mostly be doing the final design for the project. Some work on I-35E may occur in fall 2013. The major impacts of construction will occur during the construction season of 2014 and 2015 where I-35E will be reduced to 4-lanes total or 2-lanes in each direction. The project will be completed by Nov. 15, 2015.

### **Proposed Design of the Highway**

In many ways I-35E will be exactly the same as it is today. The highway will be in the same location and the interchanges and ramps will be the same as today. The obvious change is that I-35E is a 6-lane freeway now and the new project will make it an 8-lane freeway including the MNPASS lanes. The pavement on I-35E will be rehabilitated. The bridges at Arlington Ave., Wheelock Pkwy., Larpenteur Ave., Roselawn Ave., Co. Rd. B, and TH 36 will be demolished and replaced with new bridges.

An Equal Opportunity Employer



The railroad bridge carrying the DNR Gateway Trail will be permanently removed. The Gateway Trail will be relocated onto the new Arlington Ave. bridge, so that the trail remains contiguous across I-35E and will continue to function as it does today.

Please look at the final layout for details. MnDOT staff has worked with City and County staff to make modifications to the lane, shoulder and sidewalk at the various local road crossings with the exception of Little Canada Road where no work is occurring.

### **Good Faith Cost Estimate**

The typical section of Roselawn Ave. and Co. Rd. B have been agreed to by both City of Maplewood and Ramsey County staff. The proposed typical is different from what exists today. MnDOT is willing to pay 100% of the cost of this change, because the span of the bridges over Roselawn Ave. and Co. Rd. B are not changing in length. The roadway under the bridges would have been disturbed by bridge removal and construction, and MnDOT would have to pay for the restoration of the roadways anyway.

The typical section of the Larpenteur Avenue bridge shown on the layout is the design that MnDOT would pay 100% of the cost. This design replicates what exists today while improving the shoulder widths from 2 ft to 4 ft, and improving the north sidewalk width from 5 ft to 6 feet to meet minimum State Aid requirements.

The City of St. Paul, City of Maplewood, and Ramsey County staff has requested improvements to the Larpenteur Ave. bridge typical section. The requests are as follows:

- Add 2 more ft to the width of the north sidewalk to make it a total of 8 ft wide.
- Add 2 more ft to each shoulder to make each shoulder 6 ft wide, which adds a total of 4 more ft to the total bridge width.
- Add a 13 ft wide left turn lane.
- Add a 10 ft wide sidewalk on the south side of the bridge.

According to the MnDOT Policy Guideline – Highways (including Bikeways) 6.1.G-1 Policy and Procedures for Cooperative Construction Projects with Local Units of Government, frequently referred to as the MnDOT Cost Participation Policy, these additional improvements to the local roadway system would be funded 100% by the LGU's. A copy of the policy has been sent to City of Saint Paul, City of Maplewood, and Ramsey County staff.

In regards to the left turn lane, the funding obligation described in the Cost Participation Policy remains whether the left turn lane is justified by traffic volumes or not. Regardless, MnDOT has done traffic modeling of the Larpenteur Ave. interchange and the results show that the 100% MnDOT funded design without the left turn lane operates satisfactorily up to 2030. The model does not predict performance beyond 2030.

If the requested items were added to the project, then MnDOT would write a Cooperative Construction Agreement with Ramsey County only, because Larpenteur Ave. falls under the

An Equal Opportunity Employer



Counties jurisdiction. However, the County has its own cost participation policy, and they have informed MnDOT that the two Cities would in fact bear some of the costs for the improvements.

The County said that they would fund 25% of the extra sidewalk width on the bridge. The County said they would pay for 100% of the extra width cost for the shoulders and turn lane.

Therefore, the City of Maplewood's obligation to the requested items would be to pay for 75% of the two extra feet of sidewalk width on the north side of the bridge only. The sidewalk on the south is the City of St. Paul's obligation.

Therefore, the City of Maplewood's obligation is estimated to be approximately \$41,514. Note this number is for planning purposes only and represents a Good Faith estimate. If the additional sidewalk width is authorized, then a more detailed cost estimate would be created.

**City Maintenance Responsibilities**

The City of Maplewood is responsible for the maintenance of Roselawn Ave. and its appurtenances while within MnDOT right of way. This includes snow removal, sweeping, pavement repair, and other items. MnDOT owns the bridge carrying I-35E over Roselawn Ave. and MnDOT is responsible for all maintenance involving the bridge structure.

MnDOT owns the bridge carrying I-35E over Larpenteur Ave. and MnDOT is responsible for all maintenance involving the bridge structure. However, the City of Maplewood will be responsible for the minor maintenance of the sidewalk on the north side of Larpenteur Ave. including when the sidewalk is on the bridge. Minor maintenance includes snow removal, sweeping, crack repair, and other minor items.

Please feel free to contact me if you have any questions about this submittal.

Sincerely,



Jennifer Read, P.E.  
Project Manager  
MnDOT Metro District

Enclosures:

Project Layout No. 1A, dated September 24, 2012  
MnDOT Municipal Consent Guidance Document  
Sample City Resolution

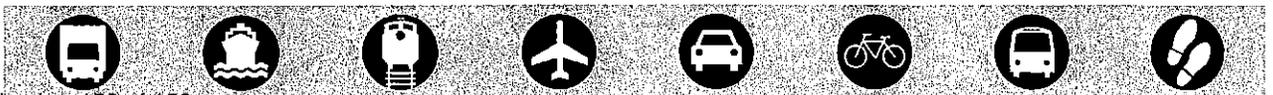
cc:

An Equal Opportunity Employer



James Antonen – City of Maplewood City Administrator  
Michael Thompson – City of Maplewood Director of Public Works/City Engineer  
Jerome Adams – MnDOT Metro District Design Build Engineer  
Wayne Norris – MnDOT Metro District North Area Manager

An Equal Opportunity Employer



**AGENDA REPORT**

**TO:** Jim Antonen, City Manager  
**FROM:** Shann Finwall, Environmental Planner  
**DATE:** October 17, 2012 for the October 22 City Council Meeting  
**SUBJECT:** Response to Council Member Cardinal's Questions Submitted at the October 8, 2012 Council Meeting

**INTRODUCTION / BACKGROUND**

At the October 8<sup>th</sup> City Council meeting, Council Member Cardinal submitted the following questions to be answered during the October 22<sup>nd</sup> Council Meeting. The questions and staff responses are as follows:

1. Question: How many Maplewood trash carts were purchased?

Staff response: On July 27, 2012, the City of Maplewood submitted a purchase order to HGAC Buy (Cooperative Purchase for Otto Environmental Systems Carts) for the **purchase of 10,377 trash carts with the following cart size breakdown:**

95 gallon cart	4,743
65 gallon cart	3,514
32 gallon cart	1,420
32 gallon cart with 20 gallon insert	700
<b>TOTAL</b>	<b>10,377</b>

2. Question: Provide the distribution numbers by size to residents.

Staff response: On October 9, 2012, Allied Waste Services reports the following **trash cart distributions to Maplewood residents:**

95 gallon cart	4,419
65 gallon cart	3,097
32 gallon cart	1,020
32 gallon cart with 20 gallon insert	562
<b>TOTAL</b>	<b>9,098</b>

**RECOMMENDATION**

This is an informational item for the City Council. No action is required.

AGENDA REPORT

**TO:** James Antonen, City Manager  
**FROM:** Karen Guilfoile, Director Citizen Services  
**SUBJECT:** **Cancellation of the December 24, 2012 Council Meeting**  
**DATE:** October 16, 2012

Christmas Eve is on Monday, December 24, 2012 which is a regularly scheduled council meeting. Due to the holiday it is recommended that the City Council approve a motion to cancel the Council meeting.