

REMINDER: There is no Council Manager Workshop scheduled

**AGENDA**  
**MAPLEWOOD CITY COUNCIL**  
7:00 P.M. Monday, March 10, 2014  
City Hall, Council Chambers  
Meeting No. 05-14

**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 February 24, 2014 City Council Workshop Minutes
2. Approval of February 24, 2014 City Council Meeting Minutes

**F. APPOINTMENTS AND PRESENTATIONS**

1. Adoption of Proclamation Honoring Maplewood North Lions Club's 50<sup>th</sup> Anniversary
2. Adoption of Proclamation for 2014 Mayors' Day of Recognition for National Service
3. Approval of Parks and Recreation Commission Annual Report
4. MnPASS I-35E Update

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

1. Approval of Claims
2. Approval of Resolution for Final Payment and Acceptance of Project, Police Department Expansion Project – Phase 1A
3. Approval of Resolution Directing Modification of Existing Construction Contract, Change Order 1 with Jorgenson Construction, Police Department Expansion Project – Phase 3
4. Approval to Purchase 2014 Police Utility Vehicles
5. Approval of 2014 Spring Clean Up Event (April 19)

**H. PUBLIC HEARINGS**

None

**I. UNFINISHED BUSINESS**

None

REMINDER: There is no Council Manager Workshop scheduled

**J. NEW BUSINESS**

1. Approval of Tennis Sanitation's Annual Review - 2013 Recycling Report and 2014 Recycling Work Plan
2. Approval of a Right-of-Way Easement Vacation Over City Owned Property North of Cardinal Pointe, 3003 Hazelwood Street

**K. AWARD OF BIDS**

1. Approval of Resolution Receiving Bids and Awarding Contract for Bid Package 3, East Metro Public Safety Training Center, City Project 09-09

**L. VISITOR PRESENTATIONS**

**M. ADMINISTRATIVE PRESENTATIONS**

1. Council Calendar Update
2. Information on Employee License Expense
3. Discussion on Cost Recovery for Baker Claim
  - a. Intent to Close Meeting (§13D.05 subd.3)
4. Discussion on Allegations Against Person Under the Authority of the City Council (No Report)
  - a. Intent to Close Meeting (§13D.05 subd.2b)

**N. COUNCIL PRESENTATIONS**

**O. ADJOURNMENT**

Sign language interpreters for hearing impaired persons are available for public hearings upon request. The request for this must be made at least 96 hours in advance. Please call the City Clerk's Office at 651.249.2000 to make arrangements. Assisted Listening Devices are also available. Please check with the City Clerk for availability.

**RULES OF CIVILITY FOR OUR COMMUNITY**

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

**MINUTES**  
**MAPLEWOOD CITY COUNCIL**  
**MANAGER WORKSHOP**  
5:00 P.M. Monday, February 24, 2014  
Council Chambers, City Hall

**A. CALL TO ORDER**

A meeting of the City Council was held in the City Hall Council Chambers and was called to order at 5:04 p.m. by Mayor Slawik.

**B. ROLL CALL**

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

**C. APPROVAL OF AGENDA**

Councilmember Juenemann moved to approve the agenda as submitted.

Seconded by Councilmember Koppen                      Ayes – All

The motion passed.

**D. UNFINISHED BUSINESS**

None

**E. NEW BUSINESS**

**1. Presentation by Sherman & Associates on Maplewood Bowl Development**

Andrew Hughes of Sherman Associates, Inc. gave the presentation on the Maplewood Bowl Development and answered questions of the council.

**2. Community Paramedic Program**

Fire Chief Lukin introduced Peter Tanghe, MD, Maplewood’s EMS Medical Director and Michael Mondor, Assistant Fire Chief/EMS. Dr. Tanghe, Fire Chief Lukin and Assistant Fire Chief/EMS Mondor gave a presentation highlighting the Community Paramedic Program in Minnesota and what Maplewood EMS is doing to prepare for the future.

**3. Integrative Youth Development Presentation**

Police Chief Schnell gave a presentation on Conceptual Background on Integrative Youth Development and answered questions of the council.

**F. ADJOURNMENT**

Mayor Slawik adjourned the meeting at 6:47 p.m.

**MINUTES**  
**MAPLEWOOD CITY COUNCIL**  
7:00 p.m., Monday, February 24, 2014  
Council Chambers, City Hall  
Meeting No. 04-14

**A. CALL TO ORDER**

A meeting of the City Council was held in the City Hall Council Chambers and was called to order at 7:07 p.m. by Mayor Slawik.

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

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

**D. APPROVAL OF AGENDA**

N1	Watershed District Summary
N2	Planning Commission
N3	Maplewood Area Historical Society – Bruentrup Farm
N4	Clarification on Property at Roselawn and Rice Street
N5	Council Retreat Issues – Public Input
N6	Parks and Recreation Commission
N7	TAB and Gateway

Councilmember Koppen moved to approve the agenda as amended.

Seconded by Councilmember Juenemann                      Ayes – All

The motion passed.

**E. APPROVAL OF MINUTES****1. Approval of February 10, 2014 City Council Workshop Minutes**

The meeting start time needs to be changed from 5:00 p.m. to 6:00 p.m.

Councilmember Koppen moved to approve the February 10, 2014 City Council Workshop Minutes as amended.

Seconded by Councilmember Juenemann                      Ayes – All

The motion passed.

**2. Approval of February 10, 2014 City Council Meeting Minutes**

Councilmember Koppen moved to approve the February 10, 2014 City Council Meeting Minutes as submitted.

Seconded by Councilmember Juenemann                      Ayes – All

The motion passed.

## **F. APPOINTMENTS AND PRESENTATIONS**

### **1. Presentation of Retirement Plaque for Retirees for Corinne Ravenwald and Angel Reynoso – Fire Department**

Mayor Slawik read the presentation of Retirement Place for Corinne Ravenwald and Angel Reynoso. Chief Lukin gave additional thanks for their service to the community.

### **2. Approval of Housing Economic Development Commission Annual Report**

Warren Wessel, Housing & Economic Development Commissioner addressed the council and gave the annual report for the Housing and Economic Development Commission and answered questions of the council.

Councilmember Koppen moved to approve the Housing Economic Development Commission's Annual Report.

Seconded by Councilmember Cardinal                      Ayes – All

The motion passed.

### **3. Approval of Heritage Preservation Commission Annual Report**

Peter Boulay, Heritage Preservation Commissioner addressed the council and gave the annual report for the Heritage Preservation Commission and answered questions of the council.

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

Seconded by Councilmember Koppen                      Ayes – All

The motion passed.

## **G. CONSENT AGENDA**

Councilmember Juenemann requested agenda item G2 be highlighted.  
Councilmember Cardinal had a comment for agenda item G1.  
Mayor Slawik requested agenda item G6 be highlighted.

Councilmember Koppen moved to approve agenda items G1-G10.

Seconded by Councilmember Juenemann                      Ayes – All

The motion passed.

**1. Approval of Claims**

Councilmember Koppen moved to approve the Approval of Claims.

ACCOUNTS PAYABLE

\$ 347,573.05	Checks # 91906 thru # 91957 dated 02/11/14 thru 02/15/14
\$ 636,238.51	Disbursements via debits to checking account dated 02/03/14 thru 02/07/14
\$ 592,431.70	Checks # 91958 thru # 92024 dated 02/12/14 thru 02/18/14
\$ 319,970.04	Disbursements via debits to checking account dated 02/10/14 thru 02/14/14
<hr/>	
\$ 1,896,213.30	Total Accounts Payable

PAYROLL

\$ 543,706.34	Payroll Checks and Direct Deposits dated 02/14/14
\$ 1,013.00	Payroll Deduction check # 9989849 thru # 9989851 dated 02/14/14
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\$ 544,719.34	Total Payroll
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<u>\$ 2,440,932.64</u>	GRAND TOTAL

Seconded by Councilmember Juenemann                      Ayes – All

The motion passed.

**2. Approval of Agreement for Use of Harvest Park for the 2014 Susan G. Komen Twin Cities 3-Day Event**

Councilmember Koppen moved to approve the Agreement for Use of Harvest Park for the 2014 Susan G. Komen Twin Cities 3-Day Event.

Seconded by Councilmember Juenemann                      Ayes – All

The motion passed.

**3. Approval of a Temporary Lawful Gambling Permit and Waiver of Permit Fees for Carver Elementary PTO, 2680 Upper Afton Rd**

Councilmember Koppen moved to approve the Temporary Lawful Gambling Permit and

Waived the Permit Fees for the Gambling Permit and Temporary Food Permit of \$113.00 for Carver Elementary PTO, 2680 Upper Afton Road; Councilmember Koppen further acknowledged the Application for Exempt Permit and Waiver of any objection to the timeliness of said permit as governed by MN Statute §349.166.

Seconded by Councilmember Juenemann                      Ayes – All

The motion passed.

**4. Approval of Door Hardware Expenses for Police Department Expansion Project**

Councilmember Koppen moved to approve the purchase of door hardware expenses not to exceed \$37,000 from the Police Department Expansion Project Fund for the Police Department Expansion Project.

Seconded by Councilmember Juenemann                      Ayes – All

The motion passed.

**5. Approval to Utilize Verizon Wireless Services off of State Contract**

Councilmember Koppen moved to approve using Verizon Wireless Services off the State Contract as the City's Wireless Provider.

Seconded by Councilmember Juenemann                      Ayes – All

The motion passed.

**6. Approval to Enter into Contract with North Suburban Access Corporation for Videographer Services**

Councilmember Koppen moved to approve to enter into a Contract with North Suburban Access Corporation for Videographer Services.

Seconded by Councilmember Juenemann                      Ayes – All

The motion passed.

**7. Approval of 2014 Master Group Contract between City of Maplewood and Medica Insurance Company**

Councilmember Koppen moved to approve the 2014 Master Group Contract between City of Maplewood and Medica Insurance Company.

Seconded by Councilmember Juenemann                      Ayes – All

The motion passed.

**8. Approval of Medical Direction Contract and Amendment Between the City of Maplewood and HealthEast**

Councilmember Koppen moved to approve the Pre-Hospital Medical Direction Agreement Amendment 1 between the City of Maplewood and HealthEast.

Seconded by Councilmember Juenemann                      Ayes – All

The motion passed.

**9. Approval of Cancellation of the May 26, 2014 City Council Meeting Due to Memorial Day Holiday**

Councilmember Koppen moved to approve the Cancellation of the May 26, 2014 City Council Meeting due to Memorial Day Holiday.

Seconded by Councilmember Juenemann                      Ayes – All

The motion passed.

**10. Approval of Resolution of Support for Sherman and Associate's Application for Ramsey County Community Development Block Grant Funds.**

Councilmember Koppen moved to approve the Resolution of Support for Sherman and Associate's Application for Ramsey County Community Development Block Grant/Home Investment Partnership Program.

Resolution 14-2-1042

Resolution of Support for Sherman and Associates' Application for Ramsey County Community Development Block Grants (CDBG)/Home Investment Partnership Funds in 2014 for the Redevelopment of the Maplewood Bowl Site, 1955 English Street

WHEREAS, 1955 English Street, the former Maplewood Bowl site, in the city of Maplewood was identified by the City as a potential mixed use redevelopment site in the Gladstone Neighborhood; and

WHEREAS, the City's Gladstone Neighborhood Master Plan and 2030 Comprehensive Plan support the redevelopment of the Maplewood Bowl site; and

WHEREAS, Sherman Associates, a reputable Twin Cities housing developer, has proposed to build approximately 55 units of family housing in Phase I, 65 units of senior independent housing in Phase II and 6,000 square feet of commercial retail space in Phase III.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Maplewood, Minnesota, that the City Council of the City of Maplewood hereby supports and strongly recommends funding to Sherman Associates for the redevelopment of 1955 English Street with the goal to redevelop the site into mixed use housing options with commercial amenities that will significantly improve the Gladstone Neighborhood.

Approved by the City Council of the City of Maplewood, Minnesota this 24th day of February 2014.

Seconded by Councilmember Juenemann

Ayes – All

The motion passed.

## H. PUBLIC HEARING

None

## I. UNFINISHED BUSINESS

### 1. Approval of Resolution Accepting Assessment Roll and Ordering Assessment Hearing for March 24, 2014, Arkwright-Sunrise Area Street Improvements, Project 12-09

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

Councilmember Koppen moved to approve the Resolution for the Arkwright Sunrise Area Street Improvements, City Project 12-09, Accepting Assessment Roll and Ordering Assessment Hearing.

Resolution 14-2-1043

Accepting Assessment Roll and Ordering Assessment Hearing

WHEREAS, the Clerk and the City Engineer have, at the direction of the council, prepared an assessment roll for the Arkwright Sunrise Area Street Improvements, City Project 12-09, and the said assessment roll is on file in the office of the City Engineer.

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

1. A hearing shall be held on the 24<sup>th</sup> day of March 2014, at the city hall at 7:00 p.m. to pass upon such proposed assessment and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.

2. The City Clerk is hereby directed to cause a notice of hearing on the proposed assessment to be published in the official newspaper, at least two weeks prior to the hearing, and to mail notices to the owner of all property affected by said assessment.

The notice of hearing shall state the date, time and place of hearing, the general nature of the improvement, the area to be assessed, that the proposed assessment roll is on file with the clerk and city engineer and that written or oral objections will be considered.

Approved this 24<sup>th</sup> day of February 2014.

Seconded by Councilmember Juenemann

Ayes – All

The motion passed.

**2. Approval of Logan Property Acquisition Settlement Agreement, TH 36/English Street Interchange Improvements, City Project 09-08**

City Attorney Kantrud gave the staff report and answered questions of the council. City Manager Ahl gave additional information.

Councilmember Koppen moved to approve the Property Acquisition Settlement Agreement with RNI, Inc. related to the property at 2228 Maplewood Drive as part of City Project 09-08. Councilmember Koppen further approved the Mayor, City Manager and City Attorney sign the Property Acquisition Settlement Agreement signifying council approval.

Seconded by Councilmember Juenemann                      Ayes – All

The motion passed.

**J. NEW BUSINESS**

**1. Approval of an Off-Sale Intoxicating Liquor License for A-1 Liquors, 19 Century Avenue**

City Clerk Guilfoile gave the staff report. Stanley Jackson, applicant for A-1 Liquor was present and addressed the council.

Councilmember Cardinal moved to approve the Off-Sale Intoxicating Liquor License for J & M Concession, doing business as A-1 Liquors at 19 Century Avenue.

Seconded by Councilmember Koppen                      Ayes – All

The motion passed.

**2. Approval of Resolution Supporting the Move MN Campaign**

City Manager Ahl gave the staff report. Mayor Slawik gave additional comments.

Councilmember Cardinal moved to approve the Resolution Supporting the Move MN Campaign and their efforts to make transportation a priority in 2014.

Resolution 14-2-1044

Resolution for Support of the Move MN Campaign

WHEREAS, the City of Maplewood supports efforts for a new state-wide comprehensive transportation funding package to address Minnesota's \$ 50 billion transportation deficit; and

WHEREAS, the City of Maplewood agrees that transportation investments provide benefits beyond new infrastructure, but also create jobs, build economic competitiveness, and improve the quality of life for all Minnesotans by enabling the state to properly maintain and improve transportation assets that expand access and opportunity for all; and

WHEREAS, the City of Maplewood affirms that to be effective, the new state-wide transportation funding package must be:

- Comprehensive, including funding for roads, highways, transit, bicycle and pedestrian facilities throughout Minnesota.
- Balanced across transportation modes and between Greater Minnesota and the Twin Cities Metropolitan Area, serving all Minnesotans equitably.
- Sustainable, including long-term solutions that will grow with the economy to meet the state's growing transportation needs.
- Dedicated to transportation.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Maplewood, Minnesota, that the City Council of the City of Maplewood hereby supports the Move MN Campaign:

Adopted by the City Council of the City of Maplewood, Minnesota this 24th day of February 2014.

Seconded by Councilmember Juenemann                      Ayes – All

The motion passed.

### **3. Approval of the July 4<sup>th</sup> Light It Up Special Event Permit**

Citizen Services Director Guilfoile gave the staff report. Police Chief Schnell answered questions of the council.

Councilmember Juenemann moved to direct staff to implement the conditions of the special event permit for July 4<sup>th</sup> Light It Up event as outlined in the staff report.

Seconded by Councilmember Koppen                      Ayes – All

The motion passed.

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

None

#### **L. VISITOR PRESENTATION**

1. Mark Bradley, Maplewood Resident
2. John Wykoff, Maplewood Resident
3. Bob Zick, North St. Paul Resident

#### **M. ADMINISTRATIVE PRESENTATIONS**

##### **1. Council Calendar Update**

City Manager Ahl gave the staff report.

## **2. Council Management Retreat Agenda**

City Manager Ahl gave the staff report.

## **N. COUNCIL PRESENTATIONS**

### **1. Watershed District Summary**

Councilmember Cardinal informed residents of a Ramsey-Washington County Metro Watershed District Meeting at the Maplewood Community Center that was very well attended.

### **2. Planning Commission**

Councilmember Cardinal gave a report on the last Planning Commission meeting.

### **3. Maplewood Area Historical Society – Bruentrup Farm**

Councilmember Cardinal gave a report on the Maplewood Area Historical Society's monthly meeting.

### **4. Clarification on Property at Roselawn and Rice Street**

Councilmember Cardinal requested an update from staff on the property located at Roselawn and Rice Street. City Manager Ahl updated the council on the current plans for the property.

### **5. Council Retreat Issues – Public Input**

Councilmember Cardinal extended public input from the residents. Any input or issues should be directed to the city manager or councilmembers.

### **6. Parks and Recreation Commission**

Councilmember Abrams reported on the Parks and Recreation Commission's last meeting and requested residents that received the survey asking them about what they envision for the future of our parks to please return their survey as soon as possible. The survey results will be discussed at the March 24<sup>th</sup> meeting.

### **7. TAB and Gateway**

Mayor Slawik gave a report on the Gateway and TAB meetings she attended.

## **O. ADJOURNMENT**

Mayor Slawik adjourned the meeting at 8:30 p.m.

**MEMORANDUM**

**TO:** Charles Ahl, City Manager

**FROM:** Lois Knutson, Senior Administrative Assistant (on behalf of Mayor Slawik)

**DATE:** March 4, 2014

**SUBJECT:** Adoption of Proclamation Honoring Maplewood North Lions Club's 50<sup>th</sup> Anniversary

**Introduction**

The Maplewood North Lions Club will be celebrating their 50th Anniversary of being chartered as a Lions Club. The club was chartered on March 23, 1964.

The Club has been dedicated to supporting our local community through donations to individual students and residents in need, support of other civic organizations, construction of park pavilions and ball fields, and a variety of service projects. In addition, they have contributed over the years in support of the Lions Eye Bank at the University of Minnesota and other regional, national and international Lions Club International programs.

The City would like to recognize the Maplewood North Lions Club on their 50<sup>th</sup> Anniversary and commends the club for its service work in the community for the past 50 years.

**Budget Impact**

None

**Recommendation**

It is recommended that the council adopt a Proclamation Honoring Maplewood North Lions Club's 50<sup>th</sup> Anniversary.

**Attachments**

1. Proclamation

**City of Maplewood**

**Proclamation**

*WHEREAS*, the Maplewood North Lions Club was chartered March 23, 1964 and is celebrating its 50<sup>th</sup> Anniversary on March 22, 2014; and,

*WHEREAS*, the club has been dedicated to serving the Maplewood community since 1964 through donations to individual students and residents in need, support of other civic organizations, construction of park pavilions and ball fields and a variety of other service projects; and,

*WHEREAS*, the Maplewood North Lions Club is a member of Lions Clubs International, the world's largest service club organization with 1.35 million members in 46,000 clubs in over 200 countries and geographical areas:

*NOW THEREFORE*, I, Mayor Nora Slawik, of the City of Maplewood, on behalf of the City Council, do hereby proclaim the Maplewood North Lions Club's 50<sup>th</sup> Anniversary and commends the Maplewood North Lions Club for its service work for the past 50 years.

Passed by the Maplewood City Council  
On March 10, 2014.

\_\_\_\_\_  
Nora Slawik, Mayor

Attest:

\_\_\_\_\_  
Karen Guilfoile, City Clerk

**MEMORANDUM**

**TO:** Charles Ahl, City Manager

**FROM:** Lois Knutson, Senior Administrative Assistant (on behalf of Mayor Slawik)

**DATE:** March 4, 2014

**SUBJECT:** Adoption of Proclamation for 2014 Mayors' Day of Recognition for National Service

**Introduction**

The nation's mayors are increasingly turning to national service as a cost effective strategy to address city challenges. By unleashing the power of citizens, AmeriCorps and Senior Corps programs have a positive and lasting impact – making our cities better places to live.

To spotlight the impact of national service and thank those who serve, mayors across the country will participate in the second-annual **Mayors Day of Recognition for National Service** on April 1, 2014. On this day, mayors will hold public events and use traditional and social media to highlight the value and impact of national service to the nation's cities. Last year, 832 Mayors representing nearly 100 million citizens participated in the inaugural Mayors Day of Recognition for National Service.

The City of Maplewood will proclaim April 1, 2014, as National Service Recognition Day, and encourage residents to recognize the positive impact of national service in our city; to thank those who serve; and to find ways to give back to their communities.

**Budget Impact**

None

**Recommendation**

It is recommended that the council adopt a Proclamation for 2014 Mayors' Day of Recognition for National Service.

**Attachments**

1. Proclamation



## PROCLAMATION

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

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

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

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

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

WHEREAS, national service participants increase the impact of the organizations they serve with, both through their direct service and by recruiting and managing millions of additional volunteers; and

WHEREAS, national service represents a unique public-private partnership that invests in community solutions and leverages non-federal resources to strengthen community impact and increase the return on taxpayer dollars; and

WHEREAS, national service participants demonstrate commitment, dedication, and patriotism by making an intensive commitment to service, a commitment that remains with them in their future endeavors; and

WHEREAS, the Corporation for National and Community Service shares a priority with mayors nationwide to engage citizens, improve lives, and strengthen communities; and is joining with the National League of Cities, City of Service, and mayors across the country to recognize the impact of service on the Mayors Day of Recognition for National Service on April 1, 2014.

THEREFORE, BE IT RESOLVED that I, *Nora Slawik*, Mayor of Maplewood, Minnesota do hereby proclaim April 1, 2014, as National Service Recognition Day, and encourage residents to recognize the positive impact of national service in our city; to thank those who serve; and to find ways to give back to their communities.

## MEMORANDUM

**TO:** Chuck Ahl, City Manager

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

**DATE:** January 2, 2014

**SUBJECT:** Approval of Parks and Recreation Commission Annual Report

### **Introduction**

Maplewood City Code requires the Parks and Recreation Commission to prepare an annual report for submittal to City Council. The following is a report of actions and activities of the Parks and Recreation Commission in 2013. Parks and Recreation Chair Ron Cockriel will be present at the City Council meeting to present this report.

### **2013 Goals**

1. Assist in the creation of the Parks System Plan
2. Address referendum funding
3. Complete inventory of Maplewood parks
4. Form a disc golf subcommittee
5. Organize a Roselawn Park Buckthorn removal and clean-up
6. Schedule a walk through at Gladstone Savanna
7. Continue to generate funding for the acquisition of Fish Creek
8. Convene a meeting with the Human Rights Commission to discuss increasing multi-cultural inclusion
9. Plan a parks tour
10. Improve parks and trail signage
11. Brainstorm collaboration with county for at-risk youth
12. Continuation of discussion for an off-leash dog area

### **2013 Accomplishments**

1. Fish Creek – completed acquisition
2. Fish Creek – continued restoration work (tree planting and brush removal)
3. Gladstone Savanna – prepped site for prairie seeding
4. Prairie Farm – began installation of overflow turf parking lot (MAHS)
5. Lions Park – replanted one rain garden
6. Installation of a new playground at Geranium Park
7. Renovation of Tom Kelly Field at Edgerton Park
8. Held an ADA/Inclusion workshop in November
9. Held a city-wide bus tour

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

1. General open space and nature center updates
2. Marshlands Trail
3. Greenways

4. Buckthorn at parks
5. Two members of the Parks and Recreation Commission were liaisons for Maplewood Parks System Plan Task Force
6. Arkwright/Sunrise neighborhood redevelopment project
7. Added a "Spotlight on a park" segment to the agenda

### **2013 Membership Review and Current Roster**

In 2013, Parks and Recreation Commission membership went through several changes. We saw the resignations of Roy Adams, Nora Slawik, Bruce Roman, but welcomed as newly appointed members Terri Malett, Matt Prom, Nikki Villavicencio and Rick Brandon.

The Parks and Recreation Commission would like to recognize Don Christianson for his 35+ years of service. The commission will miss Don's expertise and good judgment on all things related to parks and recreation.

The current Parks and Recreation Commission Members are:

<b><u>Name</u></b>	<b><u>Appointed</u></b>	<b><u>Terms Expire</u></b>
Rick Brandon	11/14/2013	4/30/2016
Craig Brannon	1/1/1997	4/30/2017
Ron Cockriel	2/11/2013	4/30/2016
RJ Erhardt	4/11/2011	4/30/2015
Terri Mallet	2/11/2013	4/30/2017
Mathew Prom	4/8/2013	4/30/2015
Kim Schmidt	2/21/2007	4/30/2016
Nikki Villavicencio	10/14/2013	4/30/2017
Mike Wilde	1/14/2013	4/30/2015

### **2013 Review and Anticipated 2014 Activities**

The Parks and Recreation Commission began the development of the Parks Master Plan. Through this process, the commissioners attended community meetings and hosted a joint workshop with the Maplewood Parks System Plan Task Force regarding accessibility and inclusion in our playgrounds.

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

### **Summary**

The Commission looks forward to serving the City of Maplewood in 2014 and providing the City Council with advice and guidance on all issues related to Parks and Recreation.

### **Budget Impact**

None

### **Recommendation**

Staff recommends the approval of the Parks and Recreation Commission's 2013 Annual Report.

**MEMORANDUM**

**TO:** Chuck Ahl, City Manager  
**FROM:** Michael Thompson, Public Works Director / City Engineer  
**DATE:** March 4, 2014  
**SUBJECT:** MnPASS I-35E Update

**Introduction**

This is an update on the MnPASS construction project along I-35E that runs through Maplewood.

**Discussion**

The MnPASS construction is proceeding and there will be a brief discussion on construction schedule, noise ordinance, detours, and other project details.

Attached is summary background information to help frame the discussion.

During the project bridge replacements will occur at Larpenteur, Roselawn, and County Rd B, and the detouring of traffic will be important especially as it relates to Public Safety (Police and Fire). Representatives from both Fire and Police attend weekly meetings to ensure proper planning is occurring in addition to a representative from Public Works.

**Budget Impact**

No budget impacts to the City.

**Recommendation**

No action is requested.

**Attachment**

1. MnPASS Attachment

# 94-35E Weekend Closure

8:00 p.m. March 7 until 5 a.m. March 10

Closed

Open

Detour Route



F4, Attachment 1



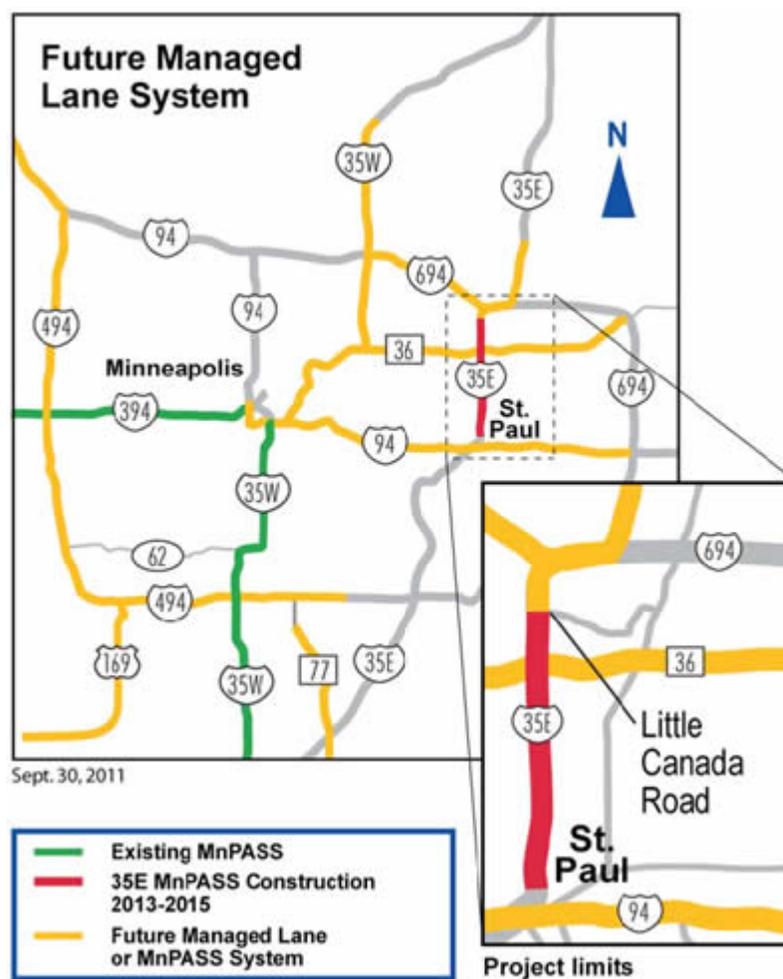
Minnesota Department of Transportation

## I-35E Corridor Projects

*Downtown St. Paul (I-94) to Little Canada (I-694)*

### MnPASS project

#### Map of Cayuga MnPASS expansion project



### Anticipated schedule and staging

#### 2014 Construction

- Replace the Arlington Avenue and Wheelock Parkway bridges spanning I-35E (approximately late February – May)
- Replace the Larpenteur Avenue Bridge spanning I-35E (approximately May – June)
- Remove the Gateway Trail bridge spanning I-35E (late spring/early summer)

- Shift all I-35E traffic to the southbound lanes and resurface northbound I-35E lanes and ramps (approximately June – October)

## 2015 Construction

- Shift all I-35E traffic to the new northbound lanes and resurface southbound I-35E lanes and ramps (approximately April – August)
- Widen Hwy 36 at I-35E (approximately June – July)
- Construct new median barrier and test MnPASS electronics along I-35E (approximately August – November)
- Open new MnPASS lanes (late 2015)

[Read more about the anticipated schedule and traffic impacts \(mnpasstaging.html\).](#)

## Background

MnDOT is adding new [MnPASS Express Lanes](http://www.mnpass.org/) on both directions of I-35E between Cayuga Street and Little Canada Road. This will be the first MnPASS investment in the East Metro area and an essential link for people commuting between downtown St. Paul and the suburbs to the north. The MnPASS project will also include:

- Long-term pavement improvements between Little Canada Road and Maryland Avenue
- Replacing the Arlington, Wheelock and Larpenteur bridges
- Replacing the I-35E bridge spanning Roselawn Avenue, County Road B and Hwy 36

MnDOT is currently also studying potential alternatives for extending MnPASS on I-35E in the future, from Little Canada Road to County Road 96. [Read more about the I-35E MnPASS Extension Study](http://www.dot.state.mn.us/metro/projects/i35emnpassextension/)

This segment of I-35E also is part of the [Better Roads program](http://www.dot.state.mn.us/betterroads/), which aims to significantly improve state highway pavement condition, including MnPASS expansion and shoulder hardening for transit. Better Roads also increases safety and ADA accessibility while improving infrastructure such as drainage facilities and exploring innovative engineering and delivery techniques in order to get the most for the

## Benefits

- MnPASS Express Lanes offer faster, more reliable travel options and can move 50 percent more people than regular lanes during congested rush hour conditions
- Transit riders and car poolers (two or more people) get an advantage during rush hours because they can use the congestion-free MnPASS lanes free of charge
- Solo motorists with a MnPASS transponder can choose to use the lanes during rush hours by paying a fee that averages about \$1.25
- Lanes adjacent to the MnPASS lanes remain general purpose lanes, open and free to all vehicles and less congested because of MnPASS

## Resources

- [I-35E MnPASS Extension Study](http://www.dot.state.mn.us/metro/projects/i35emnpassextension/)
- [I-35E project video](http://www.youtube.com/watch?v=bqZgvaEKcPc)
- [MnPASS project handout](http://www.dot.state.mn.us/metro/projects/35estpaul/pdf/mnpassprojecthandout.pdf) (PDF, 4 MB)

- [General MnPASS system fact sheet](http://www.dot.state.mn.us/metro/projects/35estpaul/pdf/mnpassfactsheet.pdf)  
(<http://www.dot.state.mn.us/metro/projects/35estpaul/pdf/mnpassfactsheet.pdf>) (PDF, 338 KB)
- [MnPASS project layout](http://www.dot.state.mn.us/metro/projects/35estpaul/pdf/22213layoutmnpass.pdf)  
(<http://www.dot.state.mn.us/metro/projects/35estpaul/pdf/22213layoutmnpass.pdf>) (PDF, 5 MB)
- [Environmental Impact Statement](http://www.dot.state.mn.us/metro/projects/35estpaul/pdf/35empassea.pdf)  
(<http://www.dot.state.mn.us/metro/projects/35estpaul/pdf/35empassea.pdf>) (PDF, 26 MB)
- [Findings of Facts and Conclusions](http://www.dot.state.mn.us/metro/projects/35estpaul/pdf/fofc.pdf)  
(<http://www.dot.state.mn.us/metro/projects/35estpaul/pdf/fofc.pdf>) (PDF, 19.3 MB)

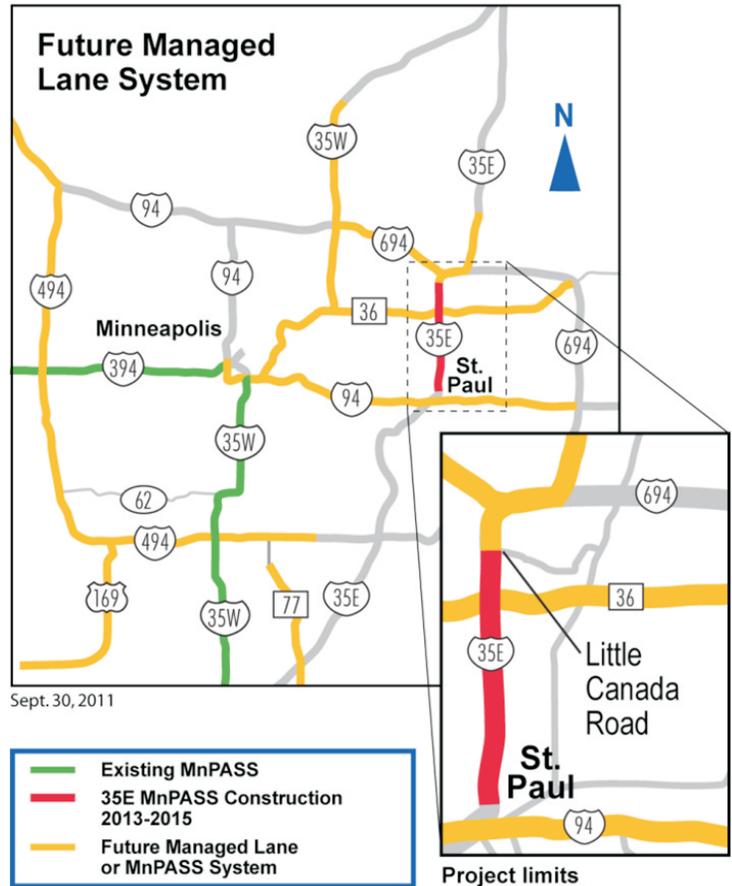
## I-35E MnPASS Project: Pennsylvania Avenue to Little Canada Road

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  
 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



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**MEMORANDUM**

**TO:** Chuck Ahl, City Manager  
**FROM:** Gayle Bauman, Finance Director  
**DATE:** March 10, 2014  
**SUBJECT:** Approval of Claims

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

ACCOUNTS PAYABLE:

\$ 992,536.14	Checks # 92025 thru # 92052 dated 02/19/14 thru 02/25/14
\$ 411,743.88	Disbursements via debits to checking account dated 02/18/14 thru 02/21/14
\$ 320,069.89	Checks # 92053 thru # 92103 dated 02/21/14 thru 03/04/14
\$ 285,248.99	Disbursements via debits to checking account dated 02/24/14 thru 02/28/14
<u>\$ 2,009,598.90</u>	Total Accounts Payable

PAYROLL

\$ 557,535.41	Payroll Checks and Direct Deposits dated 02/28/14
\$ 1,263.15	Payroll Deduction check # 9989884 thru # 9989887 dated 02/28/14
<u>\$ 558,798.56</u>	Total Payroll
<u><u>\$ 2,568,397.46</u></u>	GRAND TOTAL

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

Attachments

**Check Register  
City of Maplewood**

02/20/2014

<u>Check</u>	<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>	
92025	02/19/2014	02464	US BANK	FUNDS FOR MCC ATM	10,000.00
92026	02/25/2014	04206	H A KANTRUD	ATTORNEY SRVS FEES/RENT - MARCH	15,766.67
92027	02/25/2014	02728	KIMLEY-HORN & ASSOCIATES INC	PROJ 12-14 PROF SRVS THRU 12/30	38,441.12
92028	02/25/2014	00985	METROPOLITAN COUNCIL	WASTEWATER - MARCH	230,271.57
92029	02/25/2014	01202	NYSTROM PUBLISHING CO INC	MAPLEWOOD MONTHLY - FEB	7,606.75
92030	02/25/2014	04272	PARAGON SOLUTIONS GROUP, INC.	SECURITY CAMERAS	1,287.34
92031	02/25/2014	01337	RAMSEY COUNTY-PROP REC & REV	911 DISPATCH SERVICES - JAN	31,877.31
92032	02/25/2014	05305	TOSHIBA FINANCIAL SERVICES	CONTRACT 500-0371999	698.32
	02/25/2014	05305	TOSHIBA FINANCIAL SERVICES	CONTRACT 500-0380041	177.32
	02/25/2014	05305	TOSHIBA FINANCIAL SERVICES	CONTRACT 500-0373496	78.95
	02/25/2014	05305	TOSHIBA FINANCIAL SERVICES	CONTRACT 500-0349366	76.62
92033	02/25/2014	01190	XCEL ENERGY	ELECTRIC & GAS UTILITY	9,934.73
	02/25/2014	01190	XCEL ENERGY	ELECTRIC & GAS UTILITY	4,138.31
	02/25/2014	01190	XCEL ENERGY	ELECTRIC & GAS UTILITY	1,321.72
	02/25/2014	01190	XCEL ENERGY	ELECTRIC & GAS UTILITY	692.03
	02/25/2014	01190	XCEL ENERGY	FIRE SIRENS	51.99
92034	02/25/2014	04047	ASHLAND PRODUCTIONS	USHERS FOR MCC JAN 10-11	72.00
92035	02/25/2014	01634	AUTONATION FORD	UNIT 644 PARKS TRUCK REPAIR	2,382.86
92036	02/25/2014	04818	BRENDA DANNER	PROG LEADER NC 1/29 - 2/7	202.50
92037	02/25/2014	05181	DERAU CONSTRUCTION	POLICE DEPT EXPANSION PROJ	12,338.25
92038	02/25/2014	05333	ETC INSTITUTE	MAPLEWOOD COMMUNITY SURVEY #1	11,577.50
92039	02/25/2014	02196	JORGENSON CONST INC	POLICE DEPT EXPANSION PHASE 3	80,370.00
92040	02/25/2014	00827	L M C I T	CLAIM DEDUCTIBLE C0019887 12/13	50,000.00
92041	02/25/2014	04023	M A P M O	MEMBERSHIP DUES	100.00
92042	02/25/2014	00932	MAPLEWOOD BAKERY	MDSE FOR RESALE	120.00
92043	02/25/2014	00983	METRO SALES INC	LEASE PMT 2/15 - 3/15	453.00
92044	02/25/2014	01175	CITY OF NORTH ST PAUL	MONTHLY UTILITIES - JANUARY	3,087.36
	02/25/2014	01175	CITY OF NORTH ST PAUL	FIBER OPTIC ACCESS CHG - FEB	1,000.00
92045	02/25/2014	01342	RAMSEY C0 CHF OF POLICE ASSN	MEMBERSHIP DUES 2014	225.00
92046	02/25/2014	04502	BRADLEY REZNY	REIMB FOR PARKING 02/10	8.00
92047	02/25/2014	05336	ROASTED PEAR	VALENTINES DAY TICKET & DESSERT	269.33
92048	02/25/2014	04240	SPORTSIGN	INTERPRETER SRVS YOUTH B-BALL	540.00
92049	02/25/2014	01836	ST PAUL, CITY OF	SRVS (RMS) PROVIDED TO PD - DEC	5,196.09
92050	02/25/2014	01545	SUBURBAN RATE AUTHORITY	MEMBERSHIP ASSESSMENT 1ST HALF	1,600.00
92051	02/25/2014	01578	T R F SUPPLY CO.	SHOP SUPPLIES	420.80
	02/25/2014	01578	T R F SUPPLY CO.	MISC SUPPLIES	362.00
	02/25/2014	01578	T R F SUPPLY CO.	SHOP SUPPLIES	182.00
92052	02/25/2014	05220	WEBER, INC.	PROJ 09-09 BID PKG 5 PMT#3	469,608.70
					992,536.14

**28 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>
2/18/2014	MN State Treasurer	Drivers License/Deputy Registrar	73,628.27
2/18/2014	VANCO	Billing fee	173.75
2/18/2014	U.S. Treasurer	Federal Payroll Tax	105,823.64
2/18/2014	P.E.R.A.	P.E.R.A.	97,213.91
2/18/2014	MidAmerica - ING	HRA Flex plan	15,813.81
2/18/2014	Labor Unions	Union Dues	2,357.65
2/19/2014	MN State Treasurer	Drivers License/Deputy Registrar	18,422.32
2/19/2014	MN State Treasurer	State Payroll Tax	21,825.68
2/20/2014	MN State Treasurer	Drivers License/Deputy Registrar	42,903.26
2/21/2014	MN State Treasurer	Drivers License/Deputy Registrar	19,628.75
2/21/2014	MN Dept of Revenue	Sales Tax	13,759.00
2/21/2014	Optum Health	DCRP & Flex plan payments	193.84
			411,743.88

**Check Register  
City of Maplewood**

02/27/2014

Check	Date	Vendor	Description	Amount	
92053	02/21/2014	00396	MN DEPT OF PUBLIC SAFETY	TRANSFER TITLES-FORFEITED VEHICLES	249.00
92054	03/04/2014	02149	HEIDI CAREY	MARKETING & ADVERTISING - FEB	4,000.00
92055	03/04/2014	05028	ENERGY ALTERNATIVES SOLAR, LLC	FINAL PAYOUT FOR SOALR PANEL PROJ	28,000.00
92056	03/04/2014	04944	HILLCREST VENTURES LLC	ADD'L SUBWAY ORDERS - JAN	166.73
92057	03/04/2014	02728	KIMLEY-HORN & ASSOCIATES INC	PROJ 09-08 PROF SRVS THRU 1/31	3,231.67
92058	03/04/2014	05311	WILLIE MCCRAY	BASKETBALL OFFICIALS 2/15 - 2/22	910.00
92059	03/04/2014	04316	CITY OF MINNEAPOLIS RECEIVABLES	AUTO PAWN SYSTEM - JAN	660.60
92060	03/04/2014	01202	NYSTROM PUBLISHING CO INC	RECREATION BROCHURE & POSTAGE	14,039.28
92061	03/04/2014	01409	S E H	PROJ 09-08 CONSULTANT SERVICES	2,907.03
92062	03/04/2014	01463	SISTER ROSALIND GEFRE	MCC MASSAGES - JANUARY 16 - 31	966.50
	03/04/2014	01463	SISTER ROSALIND GEFRE	MCC MASSAGES - JANUARY 1 - 15	820.00
92063	03/04/2014	01615	THERMO-DYNE, INC.	FREON LEAK REPAIR	7,329.40
92064	03/04/2014	01798	YOCUM OIL CO.	DIESEL FUEL	9,975.62
	03/04/2014	01798	YOCUM OIL CO.	D.E.F. PUMP AND HOLDING TANK	1,150.00
92065	03/04/2014	04419	LOUISE A. BEAMAN	VOLLEYBALL REFEREE 1/6 - 2/12	300.00
92066	03/04/2014	01865	DON BOWMAN	ASSIGNMENTS 1ST HALF WINTER VB	760.50
92067	03/04/2014	05339	CHRIS MASTELL TRAILER RENTALS	PDEP STORAGE TRAILER RENTAL	250.00
92068	03/04/2014	01871	KENNETH COOPER	VOLLEYBALL REFEREE 1/6 - 2/12	75.00
92069	03/04/2014	02929	GLTC PREMIUM PAYMENTS	LTC MONTHLY PREMIUM - MARCH	366.84
92070	03/04/2014	05285	CHASSITY HALL	VOLLEYBALL REFEREE 1/6 - 2/12	150.00
92071	03/04/2014	00644	HEALTHPARTNERS	MONTHLY PREMIUM - MARCH	12,903.93
92072	03/04/2014	03597	MARY JO HOFMEISTER	REIMB FOR MILEAGE 1/27 - 2/25	13.72
92073	03/04/2014	03538	PATRICK JAMES HUBBARD	VOLLEYBALL REFEREE 1/6 - 2/12	600.00
92074	03/04/2014	04152	ISD 622 COMMUNITY EDUCATION	COOPERATIVE FACILITY USE AGREEMENT	28,391.07
92075	03/04/2014	04992	KERN, DEWENTER, VIERE, LTD	2013 AUDIT	8,500.00
92076	03/04/2014	04884	MAVO SYSTEMS	CLEAN HVAC EQUIPMENT	2,584.00
92077	03/04/2014	04420	ROBIN MCNULTY	VOLLEYBALL REFEREE 1/6 - 2/12	250.00
92078	03/04/2014	03818	MEDICA	MONTHLY PREMIUM - MARCH	169,658.38
92079	03/04/2014	04392	METRO CHIEF FIRE OFFICER ASSOC	MEMBERSHIP DUES	100.00
92080	03/04/2014	02617	ALESIA METRY	SECURITY OFFICER P&R FEB 15 EVENT	140.00
92081	03/04/2014	04835	MN HELICOPTERS INC.	HELICOPTER FOR DEER SURVEY	762.50
92082	03/04/2014	01088	MN POLLUTION CONTROL AGENCY	HAZARDOUS WASTE ANNUAL FEE	251.00
92083	03/04/2014	01126	NCPERS MINNESOTA	MONTHLY PREMIUM - MARCH	512.00
92084	03/04/2014	02300	OAKDALE LOCKSMITHS	MCC REKEY DOOR LOCK	202.50
92085	03/04/2014	00001	ONE TIME VENDOR	REFUND K STANIUS BANQUET ROOM	500.00
92086	03/04/2014	00001	ONE TIME VENDOR	REFUND M GREALISH MEMBERSHIP	199.92
92087	03/04/2014	04841	ALI OZYIGIT	BBALL CLINIC INSTRUCTION - WINTER	733.20
92088	03/04/2014	01863	ROGER PACKER	VOLLEYBALL REFEREE 1/6 - 2/12	1,125.00
92089	03/04/2014	04953	BARTON JAMES PECK	VOLLEYBALL REFEREE 1/6 - 2/12	75.00
92090	03/04/2014	04112	PROFESSIONAL WIRELESS COMM	RADIO WORK FOR PLOW TRUCKS	713.50
92091	03/04/2014	01327	RDJ SPECIALTIES INC	FIRE PREVENTION ITEMS	659.67
92092	03/04/2014	01340	REGIONS HOSPITAL	TRAINING	4,640.00
	03/04/2014	01340	REGIONS HOSPITAL	MEDICAL SUPPLIES	67.47
92093	03/04/2014	04432	EUGENE E. RICHARDSON	VOLLEYBALL REFEREE 1/6 - 2/12	450.00
92094	03/04/2014	02001	CITY OF ROSEVILLE	PHONE SERVICE - JAN	2,353.75
	03/04/2014	02001	CITY OF ROSEVILLE	PHONE SERVICE - FEB	2,353.75
92095	03/04/2014	01418	SAM'S CLUB DIRECT	CONCESSIONS AND SUPPLIES	206.13
	03/04/2014	01418	SAM'S CLUB DIRECT	CONCESSIONS & CARDS SENIOR PROG	175.51
	03/04/2014	01418	SAM'S CLUB DIRECT	FOOD/SUPPLIES FOR COUNCIL	30.08
92096	03/04/2014	05120	RICH SCHELL	VOLLEYBALL REFEREE 1/6 - 2/12	450.00
92097	03/04/2014	01436	SEARS COMMERCIAL ONE	BATTERY CHARGER STATION 2	166.71
92098	03/04/2014	00006	SILVER FIT	REFUND K DITTEL MEMBERSHIP/HP	265.68
92099	03/04/2014	00006	SILVER FIT	REFUND M KRUSE MEMBERSHIP	121.84
92100	03/04/2014	02686	TASER INTL	DATAPORT KIT - DOWNLOAD TASER	172.91
92101	03/04/2014	01872	MARK WEBER	VOLLEYBALL REFEREE 1/6 - 2/12	150.00
92102	03/04/2014	05337	WHEELCO TRUCK & TRAILER PARTS	REMAN REAR END FOR TRUCK #535	2,907.50
92103	03/04/2014	05284	BOB WOSICK	VOLLEYBALL REFEREE 1/6 - 2/12	375.00

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320,069.89

**51 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>
2/24/2014	MN State Treasurer	Drivers License/Deputy Registrar	37,227.92
2/24/2014	MN Dept of Natural Resources	DNR electronic licenses	978.00
2/24/2014	MN Dept of Revenue	Fuel Tax	1,212.11
2/25/2014	MN State Treasurer	Drivers License/Deputy Registrar	17,324.25
2/26/2014	MN State Treasurer	Drivers License/Deputy Registrar	47,439.05
2/27/2014	MN State Treasurer	Drivers License/Deputy Registrar	47,454.49
2/27/2014	MN Dept of Revenue	MN Care Tax	624.70
2/28/2014	MN State Treasurer	Drivers License/Deputy Registrar	48,259.41
2/28/2014	MN Dept of Natural Resources	DNR electronic licenses	696.00
2/28/2014	US Bank VISA One Card*	Purchasing card items	44,136.08
2/28/2014	Optum Health	DCRP & Flex plan payments	2,210.98
2/28/2014	ICMA (Vantagepointe)	Deferred Compensation	4,044.00
2/28/2014	ING - State Plan	Deferred Compensation	33,642.00
			285,248.99

\*Detailed listing of VISA purchases is attached.

Transaction Date	Posting Date	Merchant Name	Transaction Amount	Name
02/17/2014	02/18/2014	UNIFORMS UNLIMITED INC.	\$21.60	CLINT ABEL
02/11/2014	02/12/2014	BEST BUY 00027011	\$21.41	PAUL BARTZ
02/12/2014	02/13/2014	BEST BUY 00000075	(\$21.41)	PAUL BARTZ
02/14/2014	02/17/2014	UNIFORMS UNLIMITED INC.	\$32.40	PAUL BARTZ
02/14/2014	02/17/2014	GOVERNMENT FINANCE OFFIC	\$425.00	GAYLE BAUMAN
02/19/2014	02/19/2014	APL*APPLE ITUNES STORE	\$26.73	CHAD BERGO
02/07/2014	02/10/2014	CVS PHARMACY #1751 Q03	\$4.27	BRIAN BIERDEMAN
02/08/2014	02/10/2014	5.11 TACTICAL	\$275.99	BRIAN BIERDEMAN
02/07/2014	02/10/2014	OLD LOG THEATRE	\$328.00	NEIL BRENEMAN
02/11/2014	02/12/2014	OLD LOG THEATRE	\$82.00	NEIL BRENEMAN
02/12/2014	02/13/2014	TARGET 00011858	\$15.16	NEIL BRENEMAN
02/14/2014	02/17/2014	TARGET 00011858	\$9.97	NEIL BRENEMAN
02/14/2014	02/17/2014	TARGET 00011858	\$38.22	NEIL BRENEMAN
02/14/2014	02/17/2014	RAINBOW FOODS 00088617	\$5.07	NEIL BRENEMAN
02/14/2014	02/17/2014	PAPA MURPHY'S MN041	\$14.00	NEIL BRENEMAN
02/14/2014	02/17/2014	DICK'S CLOTHING&SPORTING	\$57.75	NEIL BRENEMAN
02/14/2014	02/17/2014	CUB FOODS #1599	\$11.71	NEIL BRENEMAN
02/14/2014	02/17/2014	MICHAELS STORES 2744	\$16.63	NEIL BRENEMAN
02/14/2014	02/17/2014	PIONEER PRESS ADVERTISING	\$66.80	NEIL BRENEMAN
02/17/2014	02/18/2014	PAYPAL *INKFAIR	\$13.00	NEIL BRENEMAN
02/19/2014	02/21/2014	THE HOME DEPOT 2801	\$129.02	TROY BRINK
02/12/2014	02/13/2014	TARGET 00011858	\$13.92	NATHAN BURLINGAME
02/10/2014	02/12/2014	JIMMY JOHN'S # 574 - E	\$62.11	SARAH BURLINGAME
02/14/2014	02/17/2014	FIRST SHRED	\$146.00	SARAH BURLINGAME
02/13/2014	02/14/2014	GLOCK PROFESSIONAL INC	\$195.00	DAN BUSACK
02/17/2014	02/19/2014	KEEPRS INC 1	\$343.32	DANIEL BUSACK
02/16/2014	02/17/2014	OREILLY AUTO 00032565	\$15.96	JOHN CAPISTRANT
02/11/2014	02/12/2014	UNIFORMS UNLIMITED INC.	\$154.50	JOHN CARNES
02/10/2014	02/11/2014	VIKING ELECTRIC-CREDIT DE	\$278.66	SCOTT CHRISTENSON
02/10/2014	02/11/2014	VIKING ELECTRIC-CREDIT DE	\$91.24	SCOTT CHRISTENSON
02/11/2014	02/12/2014	VIKING ELECTRIC-CREDIT DE	\$25.60	SCOTT CHRISTENSON
02/11/2014	02/12/2014	STATE SUPPLY	\$458.87	SCOTT CHRISTENSON
02/12/2014	02/14/2014	VIKING ELECTRIC-CREDIT DE	\$175.48	SCOTT CHRISTENSON
02/14/2014	02/17/2014	THE HOME DEPOT 2801	\$26.35	SCOTT CHRISTENSON
02/19/2014	02/21/2014	THE HOME DEPOT 2801	\$70.66	SCOTT CHRISTENSON
02/07/2014	02/10/2014	U OF M CCE NONCREDIT	\$180.00	LUANNE CORTESI
02/07/2014	02/10/2014	THE HOME DEPOT 2810	(\$15.90)	CHARLES DEAVER
02/07/2014	02/10/2014	THE HOME DEPOT 2810	\$72.03	CHARLES DEAVER
02/07/2014	02/10/2014	THE HOME DEPOT 2810	\$42.79	CHARLES DEAVER
02/08/2014	02/10/2014	THE HOME DEPOT 2810	(\$37.46)	CHARLES DEAVER
02/08/2014	02/10/2014	THE HOME DEPOT 2810	\$37.47	CHARLES DEAVER
02/11/2014	02/12/2014	G&K SERVICES 182	\$109.94	CHARLES DEAVER
02/11/2014	02/12/2014	WW GRAINGER	\$271.31	TOM DOUGLASS
02/12/2014	02/20/2014	RYAN COMPANY	\$235.00	TOM DOUGLASS
02/14/2014	02/17/2014	THE FITNESS RESOURCE	\$131.95	TOM DOUGLASS
02/14/2014	02/17/2014	WW GRAINGER	\$75.33	TOM DOUGLASS
02/15/2014	02/17/2014	VESSCO, INC.	\$286.61	TOM DOUGLASS
02/18/2014	02/19/2014	HENRIKSEN ACE HARDWARE	\$9.47	TOM DOUGLASS
02/18/2014	02/20/2014	MED FIT SYSTEMS INC	\$77.57	TOM DOUGLASS
02/18/2014	02/20/2014	COMMERCIAL POOL & SPA SUP	\$86.77	TOM DOUGLASS
02/19/2014	02/20/2014	FASTENAL COMPANY01	\$6.89	TOM DOUGLASS
02/10/2014	02/11/2014	L A POLICE GEAR INC	\$105.00	MICHAEL DUGAS
02/12/2014	02/13/2014	NATIONAL REGISTRY EMT	\$20.00	MICHAEL DUGAS
02/07/2014	02/10/2014	WALGREENS #7388	\$179.99	PAUL E EVERSON
02/19/2014	02/20/2014	CUB FOODS #1599	\$5.88	PAUL E EVERSON

02/06/2014	02/10/2014	THE HOME DEPOT 2801	(\$443.92)	LARRY FARR
02/07/2014	02/12/2014	CINTAS 470	\$91.30	LARRY FARR
02/19/2014	02/20/2014	MUSKA ELECTRIC CO.	\$633.00	LARRY FARR
02/20/2014	02/21/2014	G&K SERVICES 182	\$909.35	LARRY FARR
02/20/2014	02/21/2014	ILC- INTGTD LOSS CTRL	\$435.00	LARRY FARR
02/20/2014	02/21/2014	MENARDS 3059	\$427.90	LARRY FARR
02/13/2014	02/14/2014	MIDWAY USA	\$23.63	MARCUS FORSYTHE
02/10/2014	02/11/2014	BEST BUY MHT 00000109	\$42.84	MYCHAL FOWLDS
02/21/2014	02/21/2014	COMCAST CABLE COMM	\$834.03	MYCHAL FOWLDS
02/21/2014	02/21/2014	COMCAST CABLE COMM	\$54.00	MYCHAL FOWLDS
02/07/2014	02/10/2014	IDU*INSIGHT PUBLIC SEC	\$1,014.18	NICK FRANZEN
02/08/2014	02/10/2014	HP DIRECT-PUBLICSECTOR	(\$100.75)	NICK FRANZEN
02/11/2014	02/12/2014	HP DIRECT-PUBLICSECTOR	(\$10.62)	NICK FRANZEN
02/11/2014	02/12/2014	HP DIRECT-PUBLICSECTOR	(\$83.77)	NICK FRANZEN
02/12/2014	02/13/2014	HP DIRECT-PUBLICSECTOR	\$99.99	NICK FRANZEN
02/19/2014	02/20/2014	IDU*INSIGHT PUBLIC SEC	\$165.25	NICK FRANZEN
02/14/2014	02/17/2014	OFFICE MAX	\$28.92	VIRGINIA GAYNOR
02/11/2014	02/12/2014	EMERGENCY AUTOMOTIVE	\$226.20	CLARENCE GERVAIS
02/11/2014	02/12/2014	NFPA NATL FIRE PROTECT	\$1,165.50	CLARENCE GERVAIS
02/11/2014	02/12/2014	AN FORD WHITE BEAR LAK	\$26.86	CLARENCE GERVAIS
02/15/2014	02/17/2014	U OF M CCE NONCREDIT	\$180.00	JAN GREW HAYMAN
02/07/2014	02/10/2014	VZWRLSS*APOCC VISN	\$98.90	KAREN GUILFOILE
02/07/2014	02/10/2014	HENRIKSEN ACE HARDWARE	\$8.25	MARK HAAG
02/12/2014	02/14/2014	THE HOME DEPOT 2801	\$4.78	MARK HAAG
02/06/2014	02/10/2014	MILLS FLEET FARM #2,700	\$34.56	TAMARA HAYS
02/12/2014	02/13/2014	TARGET 00011858	\$58.91	RON HORWATH
02/13/2014	02/14/2014	DALCO ENTERPRISES, INC	\$897.50	DAVID JAHN
02/14/2014	02/17/2014	THE HOME DEPOT 2801	\$34.19	DAVID JAHN
02/18/2014	02/20/2014	UNIFORMS UNLIMITED INC.	\$37.00	KEVIN JOHNSON
02/12/2014	02/14/2014	OFFICE DEPOT #1090	\$40.80	LOIS KNUTSON
02/12/2014	02/14/2014	OFFICE DEPOT #1090	\$5.06	LOIS KNUTSON
02/13/2014	02/17/2014	OFFICE DEPOT #1090	\$55.60	LOIS KNUTSON
02/07/2014	02/10/2014	KS95	\$3,000.00	DUWAYNE KONEWKO
02/14/2014	02/17/2014	FULCRUM BIOMETRICS LLC	\$203.51	JASON KREGER
02/18/2014	02/20/2014	HP HOME STORE	\$69.62	JASON KREGER
02/20/2014	02/21/2014	BELKIN CORPORATION	\$299.88	JASON KREGER
02/10/2014	02/11/2014	TJB INC	\$315.69	NICHOLAS KREKELER
02/10/2014	02/11/2014	MENARDS 3059	\$16.45	NICHOLAS KREKELER
02/12/2014	02/13/2014	HENRIKSEN ACE HARDWARE	\$7.67	NICHOLAS KREKELER
02/18/2014	02/20/2014	OFFICE MAX	\$42.81	NICHOLAS KREKELER
02/11/2014	02/12/2014	UNIFORMS UNLIMITED INC.	\$231.51	DAVID KVAM
02/12/2014	02/13/2014	STREICHER'S MO	\$100.99	DAVID KVAM
02/13/2014	02/13/2014	COMCAST CABLE COMM	\$44.65	DAVID KVAM
02/17/2014	02/18/2014	UNIFORMS UNLIMITED INC.	\$137.66	DAVID KVAM
02/08/2014	02/10/2014	VAN HEUSEN #430/OUTLETS	\$60.00	TODD LANGNER
02/08/2014	02/10/2014	NIKE ALBERTVILLE FS 16	\$64.99	TODD LANGNER
02/12/2014	02/14/2014	DSW	\$59.95	TODD LANGNER
02/09/2014	02/11/2014	SKD TACTICAL	\$46.95	JOHNNIE LU
02/12/2014	02/13/2014	EMERGENCY APPARATUS MAINT	\$638.89	STEVE LUKIN
02/13/2014	02/14/2014	FEDEXOFFICE 00006171	\$54.54	STEVE LUKIN
02/17/2014	02/18/2014	ADVANCED GRAPHIX INC	\$1,009.50	STEVE LUKIN
02/19/2014	02/20/2014	RAINBOW FOODS 00088617	\$27.29	STEVE LUKIN
02/19/2014	02/20/2014	BEST BUY MHT 00000109	\$64.26	STEVE LUKIN
02/19/2014	02/21/2014	PIZZA MAN	\$189.25	STEVE LUKIN
02/20/2014	02/21/2014	REPUBLIC SERVICES TRASH	\$138.36	STEVE LUKIN
02/11/2014	02/13/2014	KEEPRS INC 1	(\$232.78)	GLEN MCCARTY

02/10/2014	02/12/2014	KEEPRS INC 2	\$343.32	ALESIA METRY
02/15/2014	02/17/2014	RAINBOW FOODS 00088617	\$8.83	SASHA MEYER
02/07/2014	02/10/2014	BOUND TREE MEDICAL LLC	\$14.00	MICHAEL MONDOR
02/07/2014	02/10/2014	BOUND TREE MEDICAL LLC	\$1,206.10	MICHAEL MONDOR
02/10/2014	02/12/2014	BOUND TREE MEDICAL LLC	\$89.44	MICHAEL MONDOR
02/10/2014	02/21/2014	U OF M PARKING	\$8.00	MICHAEL MONDOR
02/11/2014	02/12/2014	MENARDS 3059	\$10.63	MICHAEL MONDOR
02/11/2014	02/13/2014	BOUND TREE MEDICAL LLC	\$98.40	MICHAEL MONDOR
02/14/2014	02/17/2014	OFFICE MAX	\$19.60	MICHAEL MONDOR
02/17/2014	02/19/2014	BOUND TREE MEDICAL LLC	\$111.72	MICHAEL MONDOR
02/18/2014	02/20/2014	BOUND TREE MEDICAL LLC	\$12.00	MICHAEL MONDOR
02/18/2014	02/20/2014	BOUND TREE MEDICAL LLC	\$23.97	MICHAEL MONDOR
02/18/2014	02/20/2014	BOUND TREE MEDICAL LLC	\$45.00	MICHAEL MONDOR
02/18/2014	02/20/2014	BOUND TREE MEDICAL LLC	\$405.00	MICHAEL MONDOR
02/18/2014	02/20/2014	BOUND TREE MEDICAL LLC	\$2,181.95	MICHAEL MONDOR
02/19/2014	02/21/2014	BOUND TREE MEDICAL LLC	\$13.00	MICHAEL MONDOR
02/19/2014	02/20/2014	HENRIKSEN ACE HARDWARE	\$5.99	RICHARD NORDQUIST
02/07/2014	02/10/2014	GRC*PROACTIV SOLUTION	\$49.81	JORDAN ORE
02/06/2014	02/10/2014	OFFICE DEPOT #1090	\$40.62	MARY KAY PALANK
02/06/2014	02/10/2014	OFFICE DEPOT #1090	\$33.63	MARY KAY PALANK
02/10/2014	02/12/2014	OFFICE MAX	\$24.94	MARY KAY PALANK
02/10/2014	02/11/2014	FACTORY MTR PTS #1	\$287.15	STEVEN PRIEM
02/10/2014	02/11/2014	AUTO PLUS LITTLE CANADA	\$13.88	STEVEN PRIEM
02/10/2014	02/11/2014	BARNETT CHRYJEEPkia	\$264.00	STEVEN PRIEM
02/10/2014	02/11/2014	AN FORD WHITE BEAR LAK	\$131.98	STEVEN PRIEM
02/10/2014	02/12/2014	WHEELCO BRAKE &SUPPLY	\$35.24	STEVEN PRIEM
02/11/2014	02/12/2014	AUTO PLUS LITTLE CANADA	\$27.53	STEVEN PRIEM
02/11/2014	02/12/2014	AUTO PLUS LITTLE CANADA	\$150.13	STEVEN PRIEM
02/11/2014	02/12/2014	AUTO PLUS LITTLE CANADA	\$10.24	STEVEN PRIEM
02/11/2014	02/12/2014	AN FORD WHITE BEAR LAK	\$19.16	STEVEN PRIEM
02/11/2014	02/12/2014	BAUER BUILT TIRE 18	\$58.02	STEVEN PRIEM
02/12/2014	02/13/2014	AUTO PLUS LITTLE CANADA	\$51.78	STEVEN PRIEM
02/12/2014	02/13/2014	AUTO PLUS LITTLE CANADA	\$203.12	STEVEN PRIEM
02/13/2014	02/14/2014	MINNESOTA WANNER CO.	\$218.17	STEVEN PRIEM
02/13/2014	02/14/2014	SOL*SNAP-ON INDUSTRIAL	\$541.58	STEVEN PRIEM
02/13/2014	02/14/2014	BEARING DIST*	\$191.46	STEVEN PRIEM
02/13/2014	02/14/2014	BAUER BUILT TIRE 18	\$51.03	STEVEN PRIEM
02/14/2014	02/17/2014	HENRIKSEN ACE HARDWARE	\$16.68	STEVEN PRIEM
02/14/2014	02/17/2014	TRANSPORTATION SUPPLIES	\$23.72	STEVEN PRIEM
02/14/2014	02/17/2014	AUTO PLUS LITTLE CANADA	\$4.42	STEVEN PRIEM
02/14/2014	02/17/2014	PIONEER RIM & WHEEL HQ	\$630.99	STEVEN PRIEM
02/14/2014	02/17/2014	ZIEGLER INC COLUMBUS	\$24.57	STEVEN PRIEM
02/14/2014	02/17/2014	TRUCK UTILITIES INC ST PA	\$70.10	STEVEN PRIEM
02/15/2014	02/18/2014	BAUER BUILT TIRE 18	\$546.86	STEVEN PRIEM
02/17/2014	02/18/2014	MACQUEEN EQUIPMENT INC	\$703.90	STEVEN PRIEM
02/17/2014	02/19/2014	COMO LUBE & SUPPLIES	\$63.57	STEVEN PRIEM
02/19/2014	02/20/2014	AUTO PLUS LITTLE CANADA	\$425.56	STEVEN PRIEM
02/20/2014	02/21/2014	AGGRESSIVE HYDRAULICS	\$1,180.00	STEVEN PRIEM
02/20/2014	02/21/2014	AGGRESSIVE HYDRAULICS	\$225.00	STEVEN PRIEM
02/20/2014	02/21/2014	AGGRESSIVE HYDRAULICS	\$1,180.00	STEVEN PRIEM
02/20/2014	02/21/2014	KATH FUEL OFFICE	\$116.99	STEVEN PRIEM
02/20/2014	02/21/2014	KATH FUEL OFFICE	\$59.89	STEVEN PRIEM
02/20/2014	02/21/2014	AUTO PLUS LITTLE CANADA	\$7.95	STEVEN PRIEM
02/20/2014	02/21/2014	CUMMINS NPOWER LLC	\$425.00	STEVEN PRIEM
02/20/2014	02/21/2014	AMERICAN FASTENER AND SUP	\$16.69	STEVEN PRIEM
02/06/2014	02/10/2014	THE HOME DEPOT 2801	\$101.95	KELLY PRINS

02/10/2014	02/12/2014	PARK SUPPLY OF AMERICA IN	\$435.46	KELLY PRINS
02/11/2014	02/12/2014	VIKING ELECTRIC-CREDIT DE	\$333.00	KELLY PRINS
02/17/2014	02/18/2014	EXCEL DRYER INC	\$45.00	KELLY PRINS
02/10/2014	02/12/2014	MINNESOTA OCCUPATIONAL HE	\$1,988.20	TERRIE RAMEAUX
02/10/2014	02/11/2014	HILLYARD INC MINNEAPOLIS	\$1,732.41	MICHAEL REILLY
02/11/2014	02/12/2014	DALCO ENTERPRISES, INC	\$310.90	MICHAEL REILLY
02/13/2014	02/14/2014	HILLYARD INC MINNEAPOLIS	\$1,071.13	MICHAEL REILLY
02/14/2014	02/17/2014	DALCO ENTERPRISES, INC	\$333.41	MICHAEL REILLY
02/13/2014	02/17/2014	SCW FITNESS EDUCATION	\$40.45	LORI RESENDIZ
02/13/2014	02/17/2014	WATER GEAR INC.	\$266.09	LORI RESENDIZ
02/20/2014	02/21/2014	CRAIGSLIST.ORG	\$25.00	LORI RESENDIZ
02/12/2014	02/13/2014	TERMINAL SUPPLY, INC.	\$50.60	ROBERT RUNNING
02/14/2014	02/17/2014	THE UPS STORE 2171	\$21.14	ROBERT RUNNING
02/18/2014	02/19/2014	VIKING INDUSTRIAL CENTER	\$226.80	ROBERT RUNNING
02/07/2014	02/10/2014	LILLIE SUBURBAN NEWSPAPE	\$230.38	DEB SCHMIDT
02/13/2014	02/14/2014	LILLIE SUBURBAN NEWSPAPE	\$708.00	DEB SCHMIDT
02/19/2014	02/21/2014	CRM LEARNING	\$915.50	PAUL SCHNELL
02/09/2014	02/10/2014	CINTAS CORP # 060A	\$108.58	SCOTT SCHULTZ
02/09/2014	02/10/2014	CINTAS CORP # 060A	\$105.29	SCOTT SCHULTZ
02/10/2014	02/12/2014	ON SITE SANITATION INC	\$55.58	SCOTT SCHULTZ
02/11/2014	02/12/2014	G&K SERVICES 182	\$1,971.94	SCOTT SCHULTZ
02/14/2014	02/17/2014	REPUBLIC SERVICES TRASH	\$421.71	SCOTT SCHULTZ
02/07/2014	02/12/2014	DOLRTREE 4713 00047134	\$4.31	CAITLIN SHERRILL
02/11/2014	02/13/2014	KEEPRS INC 2	\$143.32	MICHAEL SHORTREED
02/12/2014	02/13/2014	U OF M CCE NONCREDIT	\$95.00	CHRISTINE SOUTTER
02/12/2014	02/14/2014	SCSU CONTINUING EDUCATION	\$395.00	JOANNE SVENDSEN
02/16/2014	02/18/2014	SOCKSADDICTCOM	\$56.97	PAUL THEISEN
02/07/2014	02/10/2014	VIRTUE PRINTING	\$128.55	TAMMY YOUNG
02/11/2014	02/12/2014	RELIABLE	(\$4.08)	SUSAN ZWIEG
02/11/2014	02/12/2014	RELIABLE	(\$1.53)	SUSAN ZWIEG
			\$44,136.08	

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

<u>CHECK #</u>	<u>CHECK DATE</u>	<u>EMPLOYEE NAME</u>	<u>AMOUNT</u>
	02/28/14	ABRAMS, MARYLEE	448.23
	02/28/14	CARDINAL, ROBERT	448.23
	02/28/14	JUENEMANN, KATHLEEN	448.23
	02/28/14	KOPPEN, MARVIN	448.23
	02/28/14	SLAWIK, NORA	509.26
	02/28/14	STRAUTMANIS, MARIS	60.00
	02/28/14	VALLE, EDWARD	252.50
	02/28/14	AHL, R. CHARLES	5,459.42
	02/28/14	BURLINGAME, SARAH	2,244.50
	02/28/14	COLEMAN, MELINDA	4,813.95
	02/28/14	KNUTSON, LOIS	2,330.81
	02/28/14	KANTRUD, HUGH	184.62
	02/28/14	CHRISTENSON, SCOTT	2,069.31
	02/28/14	FARR, LARRY	3,353.56
	02/28/14	JAHN, DAVID	2,307.56
	02/28/14	RAMEAUX, THERESE	3,192.49
	02/28/14	BAUMAN, GAYLE	4,693.93
	02/28/14	ANDERSON, CAROLE	2,918.63
	02/28/14	DEBILZAN, JUDY	1,543.69
	02/28/14	JACKSON, MARY	2,219.29
	02/28/14	KELSEY, CONNIE	2,705.98
	02/28/14	RUEB, JOSEPH	3,113.80
	02/28/14	SINDT, ANDREA	2,284.20
	02/28/14	BEGGS, REGAN	1,640.23
	02/28/14	GUILFOILE, KAREN	4,542.41
	02/28/14	SCHMIDT, DEBORAH	3,158.62
	02/28/14	SPANGLER, EDNA	1,480.07
	02/28/14	LARSON, MICHELLE	1,947.39
	02/28/14	MECHELKE, SHERRIE	1,324.31
	02/28/14	MOY, PAMELA	1,848.44
	02/28/14	OSTER, ANDREA	1,991.11
	02/28/14	RICHTER, CHARLENE	1,216.22
	02/28/14	SCHOENECKER, LEIGH	1,803.39
	02/28/14	VITT, SANDRA	1,097.98
	02/28/14	WEAVER, KRISTINE	2,459.39
	02/28/14	CORCORAN, THERESA	1,984.19
	02/28/14	KVAM, DAVID	4,390.70
	02/28/14	PALANK, MARY	1,988.80
	02/28/14	POWELL, PHILIP	3,058.49
	02/28/14	SCHNELL, PAUL	4,840.36
	02/28/14	SVENDSEN, JOANNE	2,194.22
	02/28/14	THOMFORDE, FAITH	1,640.20
	02/28/14	ABEL, CLINT	3,066.44

02/28/14	ALDRIDGE, MARK	3,976.94
02/28/14	BAKKE, LONN	3,289.96
02/28/14	BARTZ, PAUL	3,500.22
02/28/14	BELDE, STANLEY	3,137.13
02/28/14	BENJAMIN, MARKESE	3,233.17
02/28/14	BIERDEMAN, BRIAN	4,776.77
02/28/14	BUSACK, DANIEL	3,978.45
02/28/14	CARNES, JOHN	2,652.68
02/28/14	CROTTY, KERRY	3,757.60
02/28/14	DEMULLING, JOSEPH	3,635.63
02/28/14	DOBLAR, RICHARD	4,177.08
02/28/14	DUGAS, MICHAEL	4,219.97
02/28/14	ERICKSON, VIRGINIA	3,348.64
02/28/14	FORSYTHE, MARCUS	2,841.05
02/28/14	FRITZE, DEREK	3,549.93
02/28/14	GABRIEL, ANTHONY	3,752.89
02/28/14	HAWKINSON JR, TIMOTHY	2,943.89
02/28/14	HER, PHENG	3,124.69
02/28/14	HIEBERT, STEVEN	3,343.34
02/28/14	HOEMKE, MICHAEL	2,003.97
02/28/14	JOHNSON, KEVIN	4,734.33
02/28/14	KALKA, THOMAS	982.09
02/28/14	KONG, TOMMY	3,066.44
02/28/14	KREKELER, NICHOLAS	945.29
02/28/14	KROLL, BRETT	3,207.82
02/28/14	LANGNER, SCOTT	3,228.28
02/28/14	LANGNER, TODD	3,172.48
02/28/14	LU, JOHNNIE	3,066.44
02/28/14	LYNCH, KATHERINE	2,841.05
02/28/14	MARINO, JASON	3,844.19
02/28/14	MARTIN, JERROLD	3,687.86
02/28/14	MCCARTY, GLEN	3,228.28
02/28/14	METRY, ALESIA	3,494.40
02/28/14	MICHELETTI, BRIAN	2,272.59
02/28/14	MULVIHILL, MARIA	2,003.97
02/28/14	NYE, MICHAEL	3,892.15
02/28/14	OLDING, PARKER	2,144.39
02/28/14	OLSON, JULIE	3,113.57
02/28/14	PARKER, JAMES	2,841.05
02/28/14	REZNY, BRADLEY	3,557.28
02/28/14	RHUDE, MATTHEW	383.13
02/28/14	SCHOEN, ZACHARY	2,077.23
02/28/14	SHORTREED, MICHAEL	4,266.68
02/28/14	SLATER, BENJAMIN	2,010.32
02/28/14	STEINER, JOSEPH	3,489.95
02/28/14	SYPNIEWSKI, WILLIAM	3,946.78
02/28/14	TAUZELL, BRIAN	3,228.83
02/28/14	THEISEN, PAUL	3,172.48
02/28/14	THIENES, PAUL	3,878.80
02/28/14	WENZEL, JAY	3,320.92
02/28/14	XIONG, KAO	3,066.44
02/28/14	ANDERSON, BRIAN	426.47

02/28/14	BAHL, DAVID	1,031.41
02/28/14	BASSETT, BRENT	195.18
02/28/14	BAUMAN, ANDREW	3,246.37
02/28/14	BEITLER, NATHAN	277.43
02/28/14	BOURQUIN, RON	1,130.01
02/28/14	CAPISTRANT, JOHN	887.05
02/28/14	CONCHA, DANIEL	653.94
02/28/14	COREY, ROBERT	318.07
02/28/14	CRAWFORD - JR, RAYMOND	2,806.23
02/28/14	CRUMMY, CHARLES	312.12
02/28/14	DABRUZZI, THOMAS	2,587.09
02/28/14	DAWSON, RICHARD	4,778.74
02/28/14	EATON, PAUL	283.57
02/28/14	EVERSON, PAUL	4,126.80
02/28/14	FASULO, WALTER	24.43
02/28/14	HAGEN, MICHAEL	812.46
02/28/14	HALE, JOSEPH	622.17
02/28/14	HALWEG, JODI	3,855.84
02/28/14	HAWTHORNE, ROCHELLE	3,620.33
02/28/14	HUTCHINSON, JAMES	897.94
02/28/14	IMM, TRACY	379.24
02/28/14	JANSEN, CHAD	30.90
02/28/14	KANE, ROBERT	912.94
02/28/14	KARRAS, JAMIE	498.86
02/28/14	KELLOGG, JOHNATHAN	34.02
02/28/14	KERSKA, JOSEPH	843.81
02/28/14	KONDER, RONALD	560.91
02/28/14	KUBAT, ERIC	3,233.77
02/28/14	LINDER, TIMOTHY	3,104.46
02/28/14	LOCHEN, MICHAEL	540.34
02/28/14	MILLER, LADD	177.21
02/28/14	MILLER, NICHOLAS	734.79
02/28/14	MILLER, RACHEL	189.15
02/28/14	MONDOR, MICHAEL	3,570.80
02/28/14	MONSON, PETER	358.45
02/28/14	MORGAN, JEFFERY	233.71
02/28/14	NEILY, STEVEN	656.30
02/28/14	NIELSEN, KENNETH	477.35
02/28/14	NOVAK, JEROME	4,688.84
02/28/14	NOWICKI, PAUL	831.44
02/28/14	OLSON, JAMES	3,104.46
02/28/14	O'NEILL, KEVIN	189.15
02/28/14	OPHEIM, JOHN	628.79
02/28/14	PACHECO, ALPHONSE	683.74
02/28/14	PETERSON, MARK	637.16
02/28/14	PETERSON, ROBERT	3,548.21
02/28/14	POWERS, KENNETH	185.22
02/28/14	RAINEY, JAMES	1,018.81
02/28/14	RANK, PAUL	735.97
02/28/14	RICE, CHRISTOPHER	1,188.70
02/28/14	RIEKEN, NICHOLAS	302.44
02/28/14	RODRIGUEZ, ROBERTO	30.84

02/28/14	SEDLACEK, JEFFREY	3,475.00
02/28/14	STREFF, MICHAEL	3,269.70
02/28/14	SVENDSEN, RONALD	3,493.81
02/28/14	WHITE, JOEL	213.36
02/28/14	GERVAIS-JR, CLARENCE	4,157.26
02/28/14	LUKIN, STEVEN	4,815.66
02/28/14	ZWIEG, SUSAN	1,889.98
02/28/14	CORTESI, LUANNE	2,033.58
02/28/14	BRINK, TROY	2,800.62
02/28/14	BUCKLEY, BRENT	3,829.03
02/28/14	DEBILZAN, THOMAS	2,875.36
02/28/14	EDGE, DOUGLAS	2,421.85
02/28/14	JONES, DONALD	2,842.30
02/28/14	MEISSNER, BRENT	2,696.61
02/28/14	NAGEL, BRYAN	3,702.80
02/28/14	OSWALD, ERICK	2,859.30
02/28/14	RUIZ, RICARDO	2,240.34
02/28/14	RUNNING, ROBERT	2,980.53
02/28/14	TEVLIN, TODD	2,712.36
02/28/14	BURLINGAME, NATHAN	4,109.85
02/28/14	DUCHARME, JOHN	2,859.20
02/28/14	ENGSTROM, ANDREW	3,596.87
02/28/14	JAROSCH, JONATHAN	4,221.96
02/28/14	LINDBLOM, RANDAL	4,803.67
02/28/14	LOVE, STEVEN	3,852.46
02/28/14	THOMPSON, MICHAEL	4,621.90
02/28/14	ZIEMAN, SCOTT	168.00
02/28/14	JANASZAK, MEGHAN	1,720.19
02/28/14	KONEWKO, DUWAYNE	4,603.18
02/28/14	HAMRE, MILES	2,072.49
02/28/14	HAYS, TAMARA	2,145.31
02/28/14	HINNENKAMP, GARY	3,080.13
02/28/14	NAUGHTON, JOHN	2,835.20
02/28/14	NORDQUIST, RICHARD	2,536.98
02/28/14	PURVES, JUSTIN	1,818.74
02/28/14	BIESANZ, OAKLEY	1,977.11
02/28/14	DEAVER, CHARLES	823.48
02/28/14	GERNES, CAROLE	136.00
02/28/14	HAYMAN, JANET	1,374.80
02/28/14	HUTCHINSON, ANN	2,762.97
02/28/14	SOUTTER, CHRISTINE	136.00
02/28/14	WACHAL, KAREN	1,035.37
02/28/14	GAYNOR, VIRGINIA	3,383.30
02/28/14	KROLL, LISA	2,024.19
02/28/14	YOUNG, TAMELA	2,144.99
02/28/14	EKSTRAND, THOMAS	3,984.62
02/28/14	FINWALL, SHANN	3,371.41
02/28/14	MARTIN, MICHAEL	2,939.41
02/28/14	BRASH, JASON	2,696.99
02/28/14	CARVER, NICHOLAS	3,383.30
02/28/14	FISHER, DAVID	3,962.32
02/28/14	SWAN, DAVID	2,884.99

02/28/14	WELLENS, MOLLY	2,253.01
02/28/14	ABRAHAMSON, AMANDA	107.00
02/28/14	ACEITUNO, FELIPE	77.00
02/28/14	BJORK, BRANDON	341.00
02/28/14	BRENEMAN, NEIL	2,483.78
02/28/14	CHUHEL, KAYLA	99.00
02/28/14	FISHER, CHANCE	50.00
02/28/14	FISHER, QUINN	48.00
02/28/14	FORTIER, JESSICA	84.00
02/28/14	GORACKI, GERALD	237.50
02/28/14	KUSTERMAN, KEVIN	93.75
02/28/14	LAMB, JIM	75.00
02/28/14	LARSON, TRISTA	56.00
02/28/14	MCKANE, COLLIN	192.00
02/28/14	PIEPER, THEODORE	126.00
02/28/14	ROBBINS, AUDRA	3,409.01
02/28/14	ROBBINS, CAMDEN	526.51
02/28/14	SHERWOOD, CHRISTIAN	466.00
02/28/14	TAYLOR, JAMES	3,149.54
02/28/14	VUKICH, CANDACE	414.76
02/28/14	ZILLEY, MATTHEW	45.00
02/28/14	ADAMS, DAVID	2,301.38
02/28/14	HAAG, MARK	3,127.84
02/28/14	ORE, JORDAN	1,888.73
02/28/14	SCHULTZ, SCOTT	3,487.37
02/28/14	WILBER, JEFFREY	1,806.76
02/28/14	AKEY, SHELLEY	161.00
02/28/14	EVANS, CHRISTINE	1,805.54
02/28/14	GLASS, JEAN	2,216.16
02/28/14	HAUBLE, AMANDA	250.75
02/28/14	HOFMEISTER, MARY	1,391.64
02/28/14	HOFMEISTER, TIMOTHY	482.30
02/28/14	KELLEY, CAITLIN	1,716.93
02/28/14	KULHANEK-DIONNE, ANN	177.50
02/28/14	MEYER, SASHA	2,114.44
02/28/14	PELOQUIN, PENNYE	754.05
02/28/14	ST SAUVER, CRAIG	204.25
02/28/14	STAHLMANN, ELLEN	153.00
02/28/14	VUE, LOR PAO	258.55
02/28/14	AICHELE, MEGAN	345.63
02/28/14	ANDERSON, AARON	34.88
02/28/14	ANDERSON, ALYSSA	41.62
02/28/14	ANDERSON, JOSHUA	597.90
02/28/14	BAETZOLD, CLAIRE	18.38
02/28/14	BAUDE, JANE	21.90
02/28/14	BAUDE, SARAH	148.02
02/28/14	BERGLUND, ERIK	116.01
02/28/14	BESTER, MICHAEL	132.25
02/28/14	BUCKLEY, BRITTANY	551.25
02/28/14	BUTLER, ANGELA	99.00
02/28/14	CRANDALL, KRISTA	543.54
02/28/14	DEMPSEY, BETH	189.37

02/28/14	DUNN, RYAN	2,165.56
02/28/14	ERICKSON-CLARK, CAROL	37.12
02/28/14	ERICSON, RACHEL	69.76
02/28/14	FARRELL, DANIEL	29.00
02/28/14	FONTAINE, KIM	676.44
02/28/14	GRUENHAGEN, LINDA	259.00
02/28/14	HAGSTROM, EMILY	159.00
02/28/14	HANSEN, HANNAH	358.63
02/28/14	HASSAN, KIANA	125.50
02/28/14	HEINRICH, SHEILA	423.14
02/28/14	HOLMBERG, LADONNA	265.77
02/28/14	HORWATH, RONALD	3,000.03
02/28/14	HUNTLEY, NATALIE	90.00
02/28/14	JOHNSON, BARBARA	640.80
02/28/14	KEMP, MAYA	19.50
02/28/14	KOHLER, ROCHELLE	13.88
02/28/14	KOZDROJ, GABRIELLA	75.00
02/28/14	LAMEYER, BRENT	65.26
02/28/14	LAMSON, ELIANA	45.00
02/28/14	MCCOMAS, LEAH	161.25
02/28/14	MEDD, KELLY	31.20
02/28/14	MUSKAT, JULIE	112.50
02/28/14	NADEAU, TAYLOR	67.91
02/28/14	NITZ, CARA	388.00
02/28/14	O'BRIEN, ELIZABETH	112.39
02/28/14	OHS, CYNTHIA	138.00
02/28/14	POVLITZKI, MARINA	14.25
02/28/14	RANEY, COURTNEY	807.50
02/28/14	RAU, COLE	72.50
02/28/14	RESENDIZ, LORI	1,995.34
02/28/14	RICHTER, DANIEL	132.30
02/28/14	ROLLERSON, TERRANCE	30.00
02/28/14	SCHERER, KATHLENE	75.00
02/28/14	SCHREIER, ROSEMARIE	355.25
02/28/14	SCHREINER, MARK	36.50
02/28/14	SMITH, ANN	200.36
02/28/14	SMITH, CASEY	202.93
02/28/14	SMITH, JEROME	234.00
02/28/14	SMITLEY, SHARON	310.82
02/28/14	SYME, LAUREN	25.73
02/28/14	TREPANIER, TODD	287.50
02/28/14	TUPY, HEIDE	45.80
02/28/14	TUPY, MARCUS	71.25
02/28/14	WARNER, CAROLYN	165.00
02/28/14	WHITE, DANICA	71.48
02/28/14	YUNKER, JOSEPH	138.00
02/28/14	BOSLEY, CAROL	36.00
02/28/14	LANGER, CHELSEA	116.38
02/28/14	LANGER, KAYLYN	102.00
02/28/14	RANGEL, SAMANTHA	196.00
02/28/14	WISTL, MOLLY	398.00
02/28/14	CRAWFORD, SHAWN	480.00

	02/28/14	CUSICK, JESSICA	159.38
	02/28/14	DOUGLASS, TOM	1,926.51
	02/28/14	KRECH, ELAINE	270.00
	02/28/14	LOONEY, RAYJEANIA	160.00
	02/28/14	MAIDMENT, COLIN	361.26
	02/28/14	MALONEY, SHAUNA	354.25
	02/28/14	MCCLENNON, MATTHEW	152.00
	02/28/14	NESVACIL, BRENNAN	120.00
	02/28/14	PRINS, KELLY	1,985.62
	02/28/14	REILLY, MICHAEL	2,535.95
	02/28/14	STEFFEN, MICHAEL	102.00
	02/28/14	THOMPSON, BENJAMIN	408.00
	02/28/14	SWANSON, CHRIS	1,593.79
	02/28/14	PRIEM, STEVEN	2,813.46
	02/28/14	WOEHRLE, MATTHEW	2,891.01
	02/28/14	XIONG, BOON	1,624.13
	02/28/14	BERGO, CHAD	2,824.09
	02/28/14	FOWLDS, MYCHAL	3,989.58
	02/28/14	FRANZEN, NICHOLAS	2,873.65
	02/28/14	KREGER, JASON	2,373.80
9989862	02/28/14	TRACY, DANIEL	88.28
9989863	02/28/14	ABRAHAMSON, TYLER	39.75
9989864	02/28/14	AYD, GWEN	219.75
9989865	02/28/14	BONKO, JACK	62.50
9989866	02/28/14	BRADY, MADYSON	64.00
9989867	02/28/14	GREENER, DOUGLAS	120.75
9989868	02/28/14	HANGGE, NOAH	48.00
9989869	02/28/14	KONG, KATELYNE	256.00
9989870	02/28/14	MEISSNER, MICHAEL	102.00
9989871	02/28/14	MERRITT, MICHAEL	238.00
9989872	02/28/14	MODER, AUTUMN	60.00
9989873	02/28/14	O'BRIEN, PATRICIA	69.75
9989874	02/28/14	ROCKETTE, KIYESHA	36.00
9989875	02/28/14	RYAN, NICOLE	96.00
9989876	02/28/14	THIELMAN, RICHARD	112.00
9989877	02/28/14	WISTL, MARK	199.75
9989878	02/28/14	SMITH, CORTNEY	182.75
9989879	02/28/14	AMUNDSON, DANIKA	85.50
9989880	02/28/14	CORCORAN, JOSHUA	56.25
9989881	02/28/14	EKSTRAND, DANIEL	188.05
9989882	02/28/14	MILLER, MELISSA	85.00
9989883	02/28/14	WALES, ABIGAIL	291.37
			557,535.41

## MEMORANDUM

**TO:** Charles Ahl, City Manager

**FROM:** Mychal Fowlds, IT Director

**DATE:** March 10, 2014

**SUBJECT:** Approval of Resolution for Final Payment and Acceptance of Project, Police Department Expansion Project – Phase 1A

### **Introduction**

The contractor, Weber Inc., has completed the project improvements for the Police Department Expansion Project – Phase 1A. The council will consider approving the attached resolution approving final payment to the contractor and for acceptance of project.

### **Background**

On April 8, 2013, the council awarded Weber, Inc. a construction contract for the build out of offices and modification of existing areas at 1902 County Road B East in the amount of \$165,000. The following change orders were approved by the city council:

Change Order #1:	\$1,936.51	Approved	8/12/2013
Change Order #2:	\$2,456.48	Approved	10/14/2013
<u>Total Change Order:</u>	<u>\$4,392.99</u>		

The revised construction contract total as approved is \$169,392.99. Weber, Inc. provided the Consent of Surety to Final Payment, Contractor's Withholding Affidavits (IC 134s), and Affidavits of Release of Liens.

### **Budget Impact**

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

### **Recommendation**

It is recommended that the city council approve the attached resolution approving the final payment and acceptance of project, Police Department Expansion Project – Phase 1A.

### **Attachments**

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

RESOLUTION  
APPROVING FINAL PAYMENT AND ACCEPTANCE OF PROJECT  
POLICE DEPARTMENT EXPANSION PROJECT – PHASE 1A

WHEREAS, the City Council of Maplewood, Minnesota has heretofore ordered Police Department Expansion Project – Phase 1A, and has let a construction contract pursuant to Minnesota Statutes, Chapter 429, and

WHEREAS, the IT Director for the City of Maplewood has determined that the Police Department Expansion Project – Phase 1A, is complete and recommends acceptance of the project.

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

1. Police Department Expansion Project – Phase 1A is complete and the final construction cost is \$169,392.99. Final payment to Weber, Inc., and the release of any retainage or escrow is hereby authorized.

Approved this 10<sup>th</sup> day of March 2014.

# APPLICATION AND CERTIFICATE FOR PAYMENT AIA DOCUMENT G702

TO OWNER: City of Maplewood  
 1902 County Road B East  
 Maplewood, MN 55109

PROJECT: Maplewood Police Exp. Phase 1A APPLICATION NO: 00005  
 PERIOD TO: 10/21/2013  
 PROJECT NOS.: 13-001

Distribution to:  
 OWNER  
 ARCHITECT  
 CONTRACTOR

FROM CONTRACTOR: Weber, Inc.  
 2497 7th Avenue East  
 North St. Paul, MN 55109

VIA ARCHITECT: Short Elliott Hendrickson Inc.  
 3535 Vadnais Center Drive  
 St. Paul, MN 55110-5196 CONTRACT DATE: 5/1/2013

CONTRACT FOR: General Contractor/ Const. Manager

**CONTRACTOR'S APPLICATION FOR PAYMENT**

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

1. ORIGINAL CONTRACT SUM ..... \$165,000.00

2. Net change by Change Orders ..... \$4,392.99

3. CONTRACT SUM TO DATE (Line 1 ± 2) ..... \$169,392.99

4. TOTAL COMPLETED & STORED TO DATE ..... \$169,392.99  
 (Column G on G703)

5. RETAINAGE:

a. 0 % of Completed Work ..... \$0.00  
 (Columns D + E on G703)

b. 0 % of Stored Material ..... \$0.00  
 (Columns F on G703)

Total Retainage (Line 5a + 5b or Total in Columns I on G703) ..... \$0.00

6. TOTAL EARNED LESS RETAINAGE ..... \$169,392.99  
 (Line 4 less Line 5 Total)

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT ..... \$158,589.68  
 (Line 6 from prior Certificate)

8. CURRENT PAYMENT DUE ..... \$10,803.31

9. BALANCE TO FINISH, INCLUDING RETAINAGE ..... \$0.00  
 (Line 3 less Line 6)

**ARCHITECT'S CERTIFICATE FOR PAYMENT**

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

AMOUNT CERTIFIED ..... \$10,803.31  
 (Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT: Short Elliott Hendrickson Inc.  
 By: *[Signature]* Date: 10/29/13

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$1,936.51	\$0.00
Total approved this Month	\$2,456.48	\$0.00
TOTALS	\$4,392.99	\$0.00
NET CHANGES by Change Order	\$4,392.99	

CONTRACTOR: Weber, Inc.

By: *[Signature]* Date: 10-21-13

State of: MN

County of: Ramsey

Subscribed and sworn to before me this 21st day of October, 2013

Notary Public: *[Signature]*

My Commission expires: 1/31/15

STEPHEN T. WEBER  
 Notary Public  
 State of Minnesota  
 My Comm. Expires 1-31-2015

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# CONTINUATION SHEET

AIA DOCUMENT G703

PAGE 1 OF 1 PAGES

APPLICATION NO.: 00005

APPLICATION DATE: 10/21/2013

PERIOD TO: 13-001

ARCHITECT'S PROJECT NO.: 13-001

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification, is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D+E+F)	H BALANCE TO FINISH (C-G)	I RETAINAGE (IF VARIABLE) RATE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
0000000010	Demolition/Sawcutting	\$1,500.00	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	\$0.00	\$0.00
0000000020	Masonry	\$2,550.00	\$2,550.00	\$0.00	\$0.00	\$0.00	\$2,550.00	\$0.00	\$0.00
0000000030	Metal Fabrication	\$923.00	\$923.00	\$0.00	\$0.00	\$0.00	\$923.00	\$0.00	\$0.00
0000000040	Metal Installation	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	\$0.00	\$0.00
0000000050	Carpentry	\$3,220.00	\$3,220.00	\$0.00	\$0.00	\$0.00	\$3,220.00	\$0.00	\$0.00
0000000055	Countertops	\$1,300.00	\$1,300.00	\$0.00	\$0.00	\$0.00	\$1,300.00	\$0.00	\$0.00
0000000060	Membrane Roofing	\$750.00	\$750.00	\$0.00	\$0.00	\$0.00	\$750.00	\$0.00	\$0.00
0000000070	Caulking	\$500.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	\$0.00	\$0.00
0000000080	Doors/Frames/Hardware	\$6,510.00	\$6,510.00	\$0.00	\$0.00	\$0.00	\$6,510.00	\$0.00	\$0.00
0000000090	Windows/Glazing	\$5,980.00	\$5,980.00	\$0.00	\$0.00	\$0.00	\$5,980.00	\$0.00	\$0.00
0000000100	Drywall	\$12,570.00	\$12,570.00	\$0.00	\$0.00	\$0.00	\$12,570.00	\$0.00	\$0.00
0000000110	Acoustical	\$1,294.00	\$1,294.00	\$0.00	\$0.00	\$0.00	\$1,294.00	\$0.00	\$0.00
0000000120	Flooring	\$5,395.00	\$5,395.00	\$0.00	\$0.00	\$0.00	\$5,395.00	\$0.00	\$0.00
0000000130	Painting	\$4,800.00	\$4,800.00	\$0.00	\$0.00	\$0.00	\$4,800.00	\$0.00	\$0.00
0000000140	Window Blinds	\$939.00	\$939.00	\$0.00	\$0.00	\$0.00	\$939.00	\$0.00	\$0.00
0000000150	Mechanical	\$70,000.00	\$70,000.00	\$0.00	\$0.00	\$0.00	\$70,000.00	\$0.00	\$3,500.00
0000000160	Fire Protection	\$2,345.00	\$2,345.00	\$0.00	\$0.00	\$0.00	\$2,345.00	\$0.00	\$0.00
0000000170	Electrical	\$21,980.00	\$21,980.00	\$0.00	\$0.00	\$0.00	\$21,980.00	\$0.00	\$0.00
0000000180	General Conditions	\$11,567.00	\$11,567.00	\$0.00	\$0.00	\$0.00	\$11,567.00	\$0.00	\$0.00
0000000190	Bonds & Insurance	\$4,377.00	\$4,377.00	\$0.00	\$0.00	\$0.00	\$4,377.00	\$0.00	\$0.00
0000000200	Overhead/Fee	\$6,000.00	\$6,000.00	\$0.00	\$0.00	\$0.00	\$6,000.00	\$0.00	\$0.00
C00001	CHANGE ORDER NO. 01	\$1,936.51	\$1,936.51	\$0.00	\$0.00	\$0.00	\$1,936.51	\$0.00	\$1,936.51
C00011	CHANGE ORDER NO. 02	\$2,456.48	\$0.00	\$2,456.48	\$2,456.48	\$0.00	\$2,456.48	\$0.00	\$0.00
		\$169,392.99	\$166,936.51	\$2,456.48	\$2,456.48	\$0.00	\$169,392.99	\$0.00	\$5,436.51



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G703-1992

## MEMORANDUM

**TO:** Charles Ahl, City Manager

**FROM:** Mychal Fowlds, IT Director

**DATE:** March 4, 2014

**SUBJECT:** Approval of Resolution Directing Modification of Existing Construction Contract, Change Order 1 with Jorgenson Construction, Police Department Expansion Project – Phase 3

### Introduction

The City Council will consider approving the attached resolution directing the modification of the existing construction contract for the Police Department Expansion Project – Phase 3.

### Background

On October 28, 2013, the Council awarded Jorgenson Construction a construction contract for the build out of offices and modification of existing areas in 1830 County Road B East in the amount of \$2,185,000. There have been no change orders to the contract to date.

The modifications consist primarily of changes due to items found during the demolition of existing areas. These modifications result in an increase to the overall construction contract.

#### *Add Storm Sewer Connections (Addition)*

We need to add additional storm sewer connections at each end of the parking garage per State comments. While this work will not occur until Spring, we know that we need to perform it and are asking for the approval at this time.

#### *ADA Benches and Lintel Change (Addition)*

To meet ADA compliance we need to install benches in each of the locker rooms. Lockers and benches were not included in the original bid. Lockers have been purchased separately but the benches will be provided by the contractor. Lintels are being changed to simplify installation of flashing moving forward.

#### *Wall Off Generator Room and Remove Existing Footing*

The existing generator will stay in its current location but we need to extend the sheetrock to the roof to enclose the space. This item also includes the removal of an existing footing in the garage area that was not listed in the demolition plan.

#### *Connect/Reroute Electrical to Hazmat Locker*

The current hazmat locker outside of the Police Department has electrical running to it. With the locker room addition we need to disconnect and reroute the electrical run.

#### *Adding Masonry Detail to Exterior Door*

The new locker rooms require an exit door in the hallway. This item is to cut in the brick so that it matches the existing design and finish.

The change order costs are summarized below:

<u>Change Order #1</u>	<u>Amount</u>
1 Storm sewer connections	\$27,547.00
2 Benches & lintel change	\$ 5,855.00
3 Sheetrock generator wall	\$ 2,557.00
4 Electrical to hazmat locker	\$ 2,931.00
5 Masonry work for new door	\$ 400.00
	<u>\$39,290.00</u>

### **Budget Impact**

Approval of Change Order No. 1 will increase the project construction contract amount by \$39,290.00 from \$2,185,000 to \$2,224,290. No adjustments to the approved budget are needed at this time.

### **Recommendation**

Staff recommends that the council approve the attached Resolution Directing Modification of Existing Construction Contract, Change Order No. 1, for the Police Department Expansion Project – Phase 3.

### **Attachments**

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

**RESOLUTION  
DIRECTING MODIFICATION OF EXISTING CONSTRUCTION CONTRACT  
POLICE DEPARTMENT EXPANSION PROJECT - PHASE 3, CHANGE ORDER NO. 1**

WHEREAS, the City Council of Maplewood, Minnesota has heretofore ordered made Police Department Expansion Project – Phase 3, 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 Police Department Expansion Project – Phase 3, Change Order No. 1.

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

1. The Mayor is hereby authorized and directed to modify the existing contract by executing said Change Order No. 1 which is an increase of \$39,290.00.

The revised contract amount is \$2,224,290.00.

Adopted by the Maplewood City Council on this 10th day of March 2014.

**CHANGE ORDER  
CITY OF MAPLEWOOD**

**PROJECT NAME:** Police Department Expansion Project - Phase 3  
**CONTRACTOR:** Jorgenson Construction  
**CHANGE ORDER NO.:** One (1)  
**DATE:** March 10, 2014

---

The following changes shall be made in the contract documents:

**ADD BID SCHEDULE CO #1 – CHANGE ORDER NO. 1**

<b>Item No.</b>	<b>Item Description</b>	<b>Amount</b>
<u>Change Order #1</u>		<u>Amount</u>
1	Storm sewer connections	\$27,547.00
2	Benches & lintel change	\$ 5,855.00
3	Sheetrock generator wall	\$ 2,557.00
4	Electrical to hazmat locker	\$ 2,931.00
5	Masonry work for new door	\$ 400.00
		<u>\$39,290.00</u>

**TOTAL SCHEDULE CO #1** **\$39,290.00**

**TOTAL NET CHANGE ORDER NO. 1** **\$39,290.00**

**CONTRACT STATUS:**

**Original Contract:** **\$2,185,000.00**  
**Net Change of Prior Changes:** **\$0.00**  
**Change this Change Order:** **\$39,290.00**  
**Revised Contract:** **\$2,224,290.00**

**Recommended By: SEH, Inc.**

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

**Agreed to By: Derau Construction**

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

**Approved By: City of Maplewood**

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

**MEMORANDUM**

**TO:** City Manager Charles Ahl  
**FROM:** Police Chief Paul Schnell  
**DATE:** February 28, 2014  
**SUBJECT:** Approval to Purchase 2014 Police Utility Vehicles

**Introduction**

The Police Department is requesting approval to purchase four new 2014 Ford Police Interceptor utility vehicles.

**Background**

The Police Department would like to purchase four 2014 Ford Police Interceptor utility vehicles. The State contract price for these vehicles is \$26,273.82 each, for a total of \$105,095.28. One of these vehicles will be an unmarked vehicle, and the other three will be marked patrol vehicles.

**Budget Impact**

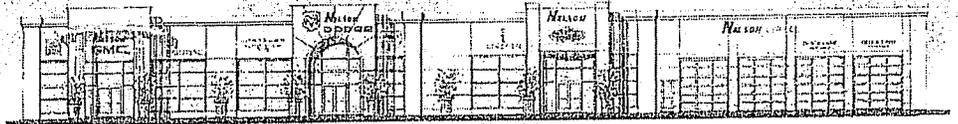
Funding for the purchase of these vehicles, as part of the department's regular fleet rotation, was budgeted for and approved in the 2014 budget.

**Recommendation**

It is recommended that authorization be given to purchase four 2014 Ford Police Interceptor utility vehicles.

**Attachments**

1. Vehicle quote



**Fleet Department**

2228 College Way • PO Box 338 • Fergus Falls, MN 56538-0338

218-998-8866 • 800-477-3013 Ext. 8866 • Fax 218-998-8813 • www.nelsonfergusfalls.com

VEHICLE QUOTE NUMBER F Maplewood4 K8A

Sold To: Maplewood, MN, City of  
 Attn: David Kvam  
 Address: 1830 County Rd B East  
 Maplewood, MN 55109  
 dave.kvam@ci.maplewood.mn.us

Date: 08/06/2013  
 Phone: 651-249-2603  
 FAX: 651-249-2699  
 Salesperson:  
 Key Code: Ignition/Door:

Stock No.	Year	Make	Model	New/Used	Vehicle ID Number
Maplewood4 K	2014	Ford	Police Intercepto 4dr Police Utility	New	0
			Color: Black/Black Cloth/Vinyl		

Price of Vehicle	Contract 37669	\$25,309.82
Options & Extras		\$964.00
Add for Dept. options per specs		\$964.00
Dealer installed options:		

3 Black, 1 Sterling Gray; Total of 4 units

Delivery

Subtotal \$26,273.82

**2014 ORDER CUTOFF IS MARCH 14, 2014**

Trade - In

Total Cash Price each: \$26,273.82  
 4 Total for 4: \$105,095.28

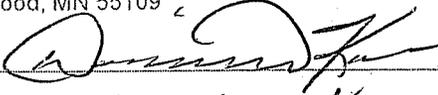
Terms: Net 30 days; add daily interest at 1.5%/month if we receive payment later

Your Purchase Order # Project # Contract 37669

**Thanks for your business!**

Ship To / Lessee / End User: Maplewood, MN, City of  
 David Kvam  
 Police Dept.  
 1830 County Rd B East  
 Maplewood, MN 55109

Phone: 651-249-2603  
 FAX: 651-249-2699

Signed  and Initialed DK  
 Printed Name David Kvam and Date 2-26-2014

# Nelson Auto Center

Customer: Maplewood, MN, City of  
 Attn.:(Name,Title) David Kvam  
 Dept: Police Dept.  
 Address: 1830 County Rd B East  
Maplewood, MN 55109  
 Phone: 651-249-2603  
 Fax: 651-249-2699  
 email dave.kvam@ci.maplewood.mn.us  
 Contract 37669

Fleet Department  
 PO Box 338  
 Fergus Falls, MN 56538-0338  
 Sue Kaden  
 Gerry Worner  
 Phone: 218-998-8864  
 Phone: 218-998-8866  
 Fax: 218-998-8813  
 Fax: 218-998-8813  
 sue.fleet@ymail.com  
 gerryworner@nelsonfergusfalls.com

Line 2 Marked Utility Vehicle

Description	Qty	Code	Unit Price	Total Price
1 2014 Ford Police Interceptor Utility Vehicle	1	K8A	\$25,309.82	\$25,309.82
All Wheel Drive Police 4 door SUV				
License Plate brakdet - front (Std. for MN)	1	153	\$0.00	\$0.00
Auxiliary rear Air conditioning		17A	\$532.00	
Cloth rear seat, instead of standard vinyl rear seat		88F FW	\$53.00	
Rear view camera (requires 53M SYNC for \$258)	1	21B	\$213.00	\$213.00
SYNC Voice Activated Communication System (required with 21B rearview camera)	1	53M	\$258.00	\$258.00
Engine block heater included	1	41H	\$30.00	\$30.00
Delete carpet floor covering; std.full rubber floor instead	1	- 16C	(\$103.00)	(\$103.00)
LH spotlight halogen bulb included	1	51Y	\$187.00	\$187.00
LH spotlight w/LED bulb		51R	\$345.00	
LH spotlight w/Whelen LED bulb recommended		51T	\$366.00	
Dual spotlamps w/halogen bulbs		51Z	\$306.00	
Dual spotlamps w/LED bulbs		51S	\$541.00	
Dual spotlamps w/Whelen LED bulbs		51V	\$580.00	
Radio Noise Suppression bonding straps	1	60R	\$87.00	\$87.00
keyed alike (like Crown Vic) 1284X		59B	\$45.00	
keyed alike (like Crown Vic) 0135X		59D	\$45.00	
keyed alike (like Crown Vic) 1435X		59E	\$45.00	
keyed alike (like Crown Vic) 0576X		59F	\$45.00	
keyed alike (new code) 1111X	1	59J	\$45.00	\$45.00
keyed alike (like Crown Vic) 1294X		59C	\$45.00	
keyed alike (like Crown Vic) 0151X		59G	\$45.00	
Remote keyless entry keyfob (w/o keypad; N/A w/keyed alike)		59S	\$227.00	
Pre wiring for grille lamp, siren & speaker		60A	\$45.00	
100 Watt siren/speaker includes bracket & pigtail		18X	\$262.00	
Dome light, rear, in cargo area Red/White	1	17T	\$45.00	\$45.00
Daytime running lamps		942	\$39.00	
Wheel covers 18" full face		64B	\$53.00	
Police Interior Upgrade (cloth rear seat, carpet front/rear w/4 mats, console)		65U	\$341.00	
Delete Police Interceptor Badge (for unmarked car)		16D	\$0.00	
Roof Rack side rails, black		68Z	\$87.00	
Delete front console plate -- no credit		85D	\$0.00	
Lockable gas cap for Easy Fuel capless fuel filler		19L	\$17.00	
BLIS Blind spot monitoring, cross traffic alert; Heated Mirrors (req. 21B \$201 & 53M \$242)		55B	\$428.00	
Heated outside mirrors w/o Blind Spot Monitoring recommended	1	549	\$53.00	\$53.00
Marker lights in left & right sideview mirrors		63B	\$197.00	
Four switches on steering wheel (w/o SYNC, 53M)		61R	\$136.00	
Four switches on steering wheel (w/SYNC, 53M)		61S	\$136.00	
My Speed Fleet Managemnet		43S	\$53.00	
Door Edge Guard (Rear Doors Only LH/RH) & Rear Bumper Guard		55D	\$79.00	
Garnet Red Clearcoat for MN State Patrol		58M00	\$617.00	
Bright Red for Fire Dept. vehicle		W4650	\$773.00	
Two tone with vinyl on roof and 4 doors		91A	\$733.00	
Two tone with vinyl on roof, hood, and trunklid		91B	\$733.00	
Two tone with vinyl on roof and 2 front doors		91C	\$611.00	
Two tone with vinyl on roof only		91H	\$428.00	
Two tone with vinyl on 2 front doors only		91J	\$266.00	
Vinyl Word "POLICE" wrap on both sides for 2 tone effect		91D	\$694.00	
Vinyl Word "POLICE" wrap reflective Black Vinyl		91E	\$694.00	
Vinyl Word "POLICE" wrap reflective White Vinyl		91F	\$694.00	
Vinyl Word "SHERIFF" wrap White Vinyl		91G	\$694.00	
Dealer installed pinstripping, .25" wide dual pinstripes		PSTRIPE	\$45.00	
Additional owners manual		OMANUAL	\$85.00	
Service/Driveability/Emissions/Electrical Manuals (late avail.)		SMANUAL	\$487.00	
Extended Warranty, Ford Extended Service Plan \$1500 to \$5500; will quote		ESP		
Page 1 subtotal				\$26,124.82



**MEMORANDUM**

**TO:** Chuck Ahl, City Manager

**FROM:** Chris Swanson, Environmental Technician  
Shann Finwall, Environmental Planner

**DATE:** March 5, 2014

**SUBJECT:** Approval of the 2014 Spring Clean Up Event (April 19)

Introduction

The 2014 Spring Clean Up Event is scheduled for Saturday, April 19 from 8 a.m. to 1 p.m. at Aldrich Arena, 1850 White Bear Avenue. The event allows residents to dispose of bulky items and household hazardous waste. It also offers an opportunity for the City to recycle or reuse items that might end up in the waste stream. Tennis Sanitation will be the main contractor working at the event, in addition to other reuse and recycling companies.

Background

Items accepted at the Spring Clean Up include miscellaneous junk, construction debris, bulky metals, tires, appliances, electronics, furniture (including mattresses), carpet, bicycles, household hazardous waste, and unused or unwanted prescription medicine.

Reuse and recycling of materials is a big component of the City's clean up events. During the Spring Clean Up several nonprofit and recycling companies will be accepting materials at no or minimal cost to the City including Disabled American Veterans (gently used furniture for reuse), The Small Engine Doctors (small engines to be refurbished), Re-Cycle (bicycles to be refurbished), Bro-Tex (carpet to be recycled), Project for Pride in Living (mattresses to be recycled).

For the second year, the Maplewood Police Department will be collecting unwanted or unused medicine from residents for disposal at the Ramsey County Sheriff's Office. Items accepted include pills, capsules, gel packs, IVs, inhalers, creams, and other items.

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

As part of the event, Maplewood will sponsor a food drive. Residents can drop off nonperishable food and cash donations at the event's entry gate. All donations will go to Second Harvest Heartland Food Bank.

The second annual Fall Clean Up Campaign is tentatively scheduled for two weeks in October 2014. The event will allow residents to schedule curbside pickup of bulky items from the City's trash hauling contractor at a reduced rate.

### Budget Impact

The attached 2014 Spring Clean Up flyer includes pricing for the event. Residents will pay approximately 40 percent of the cost to dispose of the items, with the City subsidizing 60 percent (an average of \$9,000 per event). There has been little change in the vendor pricing since last year's Spring Clean Up, so the City can expect the cost to remain the same.

### Recommendation

Approve the 2014 Spring Clean Up Event scheduled for Saturday, April 19 from 8 a.m. to 1 p.m. at Aldrich Arena, 1850 White Bear Avenue.

### Attachment

2014 Spring Clean Up Flyer

**Maplewood Spring Clean Up**  
**Saturday, April 19, 2014**  
**8 a.m. to 1 p.m.**  
**Aldrich Arena, 1850 White Bear Avenue**

**Items Accepted:** Items accepted at the Spring Clean Up include miscellaneous junk, construction debris, bulky metals, tires, appliances, electronics, furniture (including mattresses), carpet, bicycles, car seats, and other assorted items for free or a small fee (see fee schedule below). Payment can be made via cash or check.

**Household Hazardous Waste:** Ramsey County will be collecting household hazardous waste (HHW) like paint, chemicals, oil, and other household items free of charge at the event. For more information on items collected and additional HHW hours and drop off sites visit [www.ramseyatoz.com](http://www.ramseyatoz.com).

**Unwanted Medicine:** Residents can dispose of medicine for free at the event. The Maplewood Police Department will be in attendance to collect items such as pills, capsules, gel packs, IVs, inhalers, creams, and other items. Used needles, syringes, or lancets will not be accepted at the event but can be disposed of at the Ramsey County Sheriff's year round drop off site. For a complete list of medicine accepted and information on the drop off sites visit [www.ramseyatoz.com](http://www.ramseyatoz.com).

**Second Harvest Heartland Food Drive:** Residents are encouraged to make a nonperishable food or cash donation at the entry gate to the event. These donations support Second Harvest Heartland, a local food shelf ([www.2harvest.org](http://www.2harvest.org)).

**Items Not Accepted:** Leaves, branches, and other yard waste will not be accepted at the event. Please contact Allied Waste Services, the City's contracted trash and yard waste hauler, at 651.455.8634 to set up yard waste service, or go to [www.ramseyatoz.com](http://www.ramseyatoz.com) for disposal of yard waste at Ramsey County compost sites.

**Type of Load and Fee**

- Vehicle Loads
  - Pick-Up Truck \$10.00
  - 4' x 8' Trailer \$20.00
  - Car \$10.00
  - Mini Van \$15.00
- Bulky Items
  - Appliances\* \$15.00
  - Electronics \$5.00
  - Car Tires \$5.00
  - Furniture Which Cannot Be Reused (couches, mattresses\*\*, chairs) \$10.00

**Additional Materials Collected at No Charge**

- Furniture Which Can Be Reused (lightly used) – Disabled American Veterans ([www.dav.org](http://www.dav.org))
- Bicycles (any condition) - Re-Cycle ([www.re-cycle.com](http://www.re-cycle.com))
- Carpet (dry carpet and foam padding, maximum 6-foot wide roll) – Bro-TeX ([www.brotex.com/carpetrecycling](http://www.brotex.com/carpetrecycling))
- Small Engines (lawn mower, snow blower, etc., any condition) – Small Engine Doctors
- Household Hazardous Waste – Ramsey County ([www.ramseyatoz.com](http://www.ramseyatoz.com))

\* Appliances with ammonia subject to increased charge.

\*\* Mattresses will be recycled by Project for Pride in Living ([www.ppl-inc.org](http://www.ppl-inc.org))

**Information:**

- Chris Swanson, Environmental Technician , at 651.249.2305 or by email at [chris.swanson@ci.maplewood.mn.us](mailto:chris.swanson@ci.maplewood.mn.us)
- Maplewood Spring Clean Up Webpage, [www.ci.maplewood.mn.us/cleanups](http://www.ci.maplewood.mn.us/cleanups)



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## MEMORANDUM

**TO:** Chuck Ahl, City Manager

**FROM:** Shann Finwall, AICP, Environmental Planner

**DATE:** March 4, 2014

**SUBJECT:** Approval of Tennis Sanitation's Annual Review - 2013 Recycling Report and 2014 Recycling Work Plan

### Introduction

Maplewood's contract with Tennis Sanitation, LLC, for city-wide residential recycling service requires them to have an annual review with the Environmental and Natural Resources Commission and the City Council. A requirement of the review is the submittal of a recycling report and work plan. The report includes data on last year's recycling program including quantities of recyclable materials collected; quantities marketed; quantities stored; quantity of process residual disposed; log of all education tags left because of non-targeted materials set out for recycling; and log of all complaints. The work plan includes proposals for recycling system improvements.

### Background

#### **2013 Recycling Report**

The 2013 Recycling Report summarizes the City's single and multiple family recycling programs (Attachment 1). Following is a comparison of the 2013 and 2012 average pounds per household per month and annual net tons of materials collected from single family and multiple family households:

	<u>2012</u>	<u>2013</u>
• Average pounds per single family household per month	41.95 lbs	43.78 lbs
• Annual net total tons collected for single family households	2,313.61 tons	2,414.62 tons
• Average pounds per multiple family household per month	11.47 lbs	13.24 lbs
• Annual net tons collected for multiple family households	276.88 tons	319.56 tons

Additional observations regarding the City's recycling program in 2013:

- Average pounds per single family households have increased 13% over the past two years.
- Total tons for single family households increased by 268.56 tons over the past two years.
- The average participation rate for 2013 for single family households is 84%. Participation is counted if a household places recyclables out at least once a month.
- There were 9,140 pounds of recyclables collected at City Parks in 2013.
- The October 2013 Composition Study reflects that a majority of Maplewood's recyclables are made up of paper (51.6%) and cardboard (17.6%).

## **2014 Recycling Work Plan**

The 2014 Work Plan (Attachment 2) includes the distribution of recycling carts to all single family homes and townhomes and manufactured homes with curbside recycling; encouraging small businesses and organizations to opt into the City's recycling program; targeting education to low and non-participating residents; and recycling education including a tour of Tennis' recycling facility as part of the Environmental and Natural Resources Commission's goal of recycling education.

## **Environmental and Natural Resources Commission**

The Environmental and Natural Resources Commission reviewed and offered comments on Tennis' 2013 annual report and 2014 work plan on February 27, 2014.

### Budget Impact

None

### Recommendation

Approve Tennis Sanitation's Annual Review which includes the 2013 Recycling Report and 2014 Recycling Work Plan.

### Attachments

1. 2013 Recycling Report
2. 2014 Recycling Work Plan

# 2013

## Maplewood Recycling Report



Greg & Willie Tennis

Tennis Sanitation

1/30/2014



## Index of Recycling Report

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Recycling Data Summary.....	Page 2
Recycling Data (Single Family).....	Page 3
Recycling Data (Multi-family).....	Page 4
Multi-family individual summary letter.....	Page 5
Inquiries, Linens, Cardboard, & Parks Summary.....	Page 6
Composite Studies.....	Page 7
Environmental Impact Analysis.....	Page 8
Fun Facts to be proud of.....	Page 9, 10, 11, 12
Glass Recycling Processors.....	Page 13
Market Report - the end markets.....	Page 14
Additional Items.....	Page 15
Summary of Year-end Recycling Report.....	Page 16

## Appendix of Recycling Report

Recycling Report Summary (ALL).....	Appendix A
Recycling Report (Multi-family).....	Appendix B (large)
Monthly Recycling Report Letter (Example).....	Appendix C
Monthly Multi-family Report Data (Example).....	Appendix D
Monthly Single Family Report Data (Example).....	Appendix E (large)
Recycling Data Summary.....	Appendix F

## Educational Tags and Complaints/Compliments Log Report

Educational Tags.....	Appendix G
Compliments/Complaints.....	Appendix H



January 30, 2014

City of Maplewood

Maplewood, MN 55109  
1830 County Road B E  
RE: LETTER OF PURPOSE

Dear City of Maplewood,

This Year-end recycling report has been prepared for the City of Maplewood.

The report contains summaries of recycling data for both single family and multi-family, inquiries, composite study information, environmental impact report, fun facts and a market report of recycling markets, along with a final summary of the report.

This year's report we have also added two years of comparison data to help measure the success of the recycling program and we have also measured participation.

The data in this report will assist us in developing a better understanding of the past, present and future progress of the City of Maplewood's recycling program.

Our goal is to develop future strategies to enhance the recycling programs already in place.

Sincerely,

Greg and Willie Tennis  
Tennis Sanitation



## RECYCLING DATA SUMMARY

In this report we have compiled annual data from both single family and multi-family dwellings (SEE APPENDIX A). This data includes:

- Net tonnage of all residential and multi-family dwellings combined (tan)
- Break-out of single family tonnage and set-out rates (yellow)
- Break-out of multi-family tonnage (blue)
- Separate measurement of weights for cardboard and linens (bottom of APPENDIX A)
- Break-out of single family recycling materials by type and weight (yellow)
- Break-out of multi-family recycling materials by type and weight (blue)
- Break-out of combined tonnages (green)
- Inquiries tracked per month (bottom of APPENDIX A)

The data is compiled from recyclable materials collected from our drivers on designated Maplewood routes. Loads are weighed; weights are then compiled over a month's period of time. Weights are broken out based on a composite ratio of the entire load.



RECYCLING DATA (SINGLE FAMILY)

The Single Family Data in APPENDIX A (yellow) was compiled from the single family homes after taking out the multi-family weights. From this data – we are able to illustrate the weight per home (in lbs.) per month. We also have tracked the number of residents (“Not-outs”) that do not place their recycling out on a weekly basis. This year we had also monitored "participation" by route. The data from the routes is compiled from the Single Family data spreadsheet which details each route day and the total tons collected (APPENDIX E).

In analyzing the single family data, we are able to provide the following observations:

- 2013 Average lbs. per household per month = 43.78 lbs. per month  
     **2011 comparison data: Average lbs. per household per month = 38.91 lbs. per month**  
     **2012 comparison data: Average lbs. per household per month = 41.95 lbs. per month**
- Average lbs. per household has increased 13% over the past two years!!
- 2013 Annual Net total tons collected for single family were 2,414.62  
     **2011 comparison data: Annual Net total tons collected for single family were 2,146.06**  
     **2012 comparison data: Annual Net total tons collected for single family were 2,313.61**
- Total tons increased by 268.56 tons over the past two years!!

Other New Data Collected: Participation Percentage of Residents

TOTAL PARTICIPATON % FOR 2013

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	AVRG
83%	80%	81%	83%	84%	84%	84%	87%	85%	84%	83%	88%	84%

Additional Trends:

Tennis is confident that the volume has increased in the total recycling tonnage because we are providing a one-sort collection process that offers the residences the convenience of collecting additional recyclable materials and larger items such as corrugated cardboard boxes which otherwise may end up in the trash. Also, we are able to collect more types of plastics.



RECYCLING DATA (MULTI-FAMILY)

The Data in APPENDIX A (Blue) is the actual data compiled from net total weight family homes after factoring-out the multi-family weights. From this data – we are able to illustrate the weight per unit (in lbs.) per month. To assist us in providing accurate data, we compile weights on a quarterly basis. This weight is then used to provide us with a fair average of weight generated by each multi-family unit. Our drivers then documented the number of carts dumped at each location on a weekly basis (see APPENDIX D). These weights are then added at the end of each month to provide us with a net total. From the report we are able to calculate the weight per unit per month.

In analyzing the multi-family data, we are able to provide the following observations:

- Average lbs. per unit per month = 13.24 lbs. per month  
**2011 comparison data: Average lbs. per unit per month = 12.96 lbs. per month**  
**2012 comparison data: Average lbs. per unit per month = 11.47 lbs. per month**
  
- Overall tonnage volumes were very consistent over the last three years.
- Annual Net total tons collected for multi-family (ANTMF) was 319.56 tons  
**2011 comparison data: ANTMF was 312.73 tons**  
**2012 comparison data: ANTMF was 276.88 tons**

How are the weights determined for the multi-family data? On a quarterly basis – we use one truck to collect all multi-family dwellings. The total weight is then divided by the number of carts emptied to get an average weight per cart. This data is then entered into multi-family spreadsheet. See APPENDIX D for an example of this report.

This data is significant because we are able to easily separate this data from the total tons collected on each day of collection. The remaining tonnage is then the actual tonnage which comes from the single family homes.



MULTI-FAMILY INDIVIDUAL SUMMARY LETTER

From the data compiled over the twelve months we are able to provide each multi-housing property with an accurate summary report of their recycling volumes (APPENDIX B). We also provide them with some information on how their efforts help with the environment along with additional information to assist them in enhancing their recycling efforts.

ENVIRONMENTAL IMPACT ANALYSIS	TENNIS SANITATION	
Property: Maplewood Comforts of Home	ESTIMATED TOTAL TONS RECYCLED:	4.48

Dear Property Manager,

**For the year of: 2013**

Below is a recap of your recycling efforts from last year. Please notice the amount of recycling materials your tenants recycled and the estimated resources you saved from each category.

Our goal in providing you this information is to attempt to increase awareness and overall participation amongst your tenants. We have also enclosed a recycling brochure detailing the acceptable recycling materials. You will also be receiving a follow-up call in April to see if we can be of further assistance to you.

Also, please contact us if you would like further information on ways to enhance your recycling. You can contact us at 651-459-1887. Awesome job on recycling!!

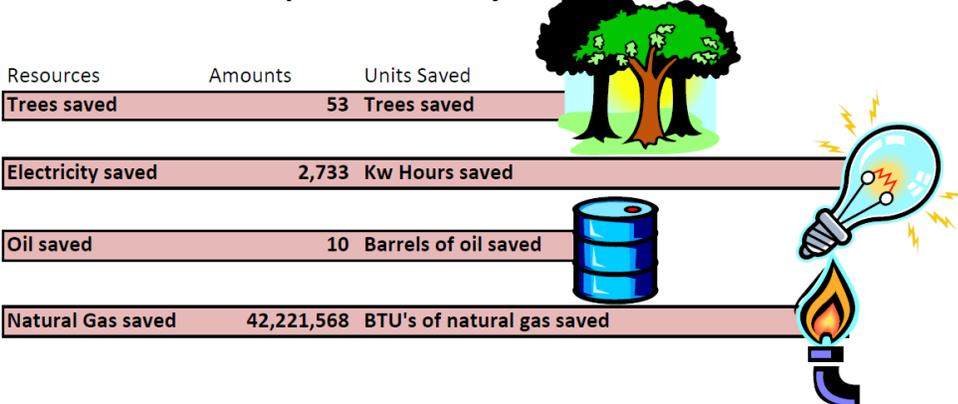
Thank you for recycling,

*Greg & Willie Tennis*

Sincerely, Greg and Willie Tennis

Recycling Type	MW total		Resource Saved	Calc/ Resource	Total Resources Saved	
	Tons	Units			Saved	Type
Paper	3.13	tons	Trees	1 ton = 17 Trees	53.3	trees
Paper	3.13	tons	Electricity	1 ton = 601 Kw Hours	1,884	Kw hours of electricity
Paper	3.13	tons	Oil	1 ton = 1.7 barrels of oil	5.33	barrels of oil
Aluminum	0.05	tons	Ore	1 ton = 4 tons of ore	0.22	tons of ore
Aluminum	0.05	tons	Electricity	1 ton = 14,000 Kw Hours	753	Kw hours of electricity
Aluminum	0.05	tons	Oil	1 ton = 40 barrels of oil	2.15	barrels of oil
Tin/bi-metal	0.10	tons	Ore	1 ton = 1.49 tons of ore	0.15	tons of ore
Tin/bi-metal	0.10	tons	Electricity	1 ton = 642 Kw Hours	66	Kw hours of electricity
Tin/bi-metal	0.10	tons	Oil	1 ton = 1.8 barrels of oil	0.19	barrels of oil
Plastics	0.43	tons	Oil	1 ton = 6.3 barrels of oil	2.68	barrels of oil
Plastics	0.43	tons	Electricity	1 ton = 5,774 Kw Hours	2	Kw hours of electricity
Plastics	0.43	tons	Natural Gas	1 ton = 98,000,000 btu's	41,741,385	BTU's of fuel
Glass	0.67	tons	Sand	1 ton = 1,330 tons of sand	894	tons of sand
Glass	0.67	tons	Electricity	1 ton = 42 Kw Hours	28	Kw hours of electricity
Glass	0.67	tons	Oil	1 ton = .12 gallons of oil	0.08	barrels of oil
Glass	0.67	tons	Natural Gas	1 ton = 714,000 btu's	480,183	BTU's of fuel

**Environmental Impact Summary**



\*\*Disclaimer: The above numbers represent conversions from industrial and recycling markets. These numbers are ESTIMATED resources saved. All calculations are taken from annual total tons from Maplewood Final Recycling Report.

**INQUIRIES SUMMARY**

Below are twelve months of data documenting the number of residents that called into our office. The most common calls were comprised of residents asking what additional items they could recycle. Other less common calls were to see if our driver could come back because they forgot to put out their materials in time and the occasional request of how to dispose of hazardous waste.

We are confident that our Customer Service Staff (CSRs) resolved all inquiries to the resident's satisfaction. The amount of inquiries to actual residents serviced average less than ½ percent. Our team of CSRs and professional drivers are committed to providing the best service to the City of Maplewood – we feel this report is direct result of this commitment.

**TOTAL INQUIRIES FOR 2013**

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
35	14	7	14	8	10	14	11	19	44	35	22	233

**2011 TOTAL INQUIRIES (Comparison Data)**

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
87	64	70	38	16	16	11	15	5	5	5	12	344

**2012 TOTAL INQUIRIES (Comparison Data)**

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
39	16	24	13	22	14	19	21	30	29	23	10	260

**LINENS AND SHOES SUMMARY**

Linens and shoes for the year 2013 totaled 8,641 pounds

**2011 Linens and shoes (Comparison Data) totaled 6,217 pounds**

**2012 Linens and shoes (Comparison Data) totaled 3,692 pounds**



**CARDBOARD SUMMARY**

Cardboard collected for 2013 from city facilities and buildings totaled 140,650 pounds.

**2011 Cardboard collected (Comparison Data) totaled 105,615 pounds**

**2012 Cardboard collected (Comparison Data) totaled 92,850 pounds**



**BUSINESS and PARKS WEIGHTS**

We also collect data from some businesses who started recycling

**TOTAL POUNDS FOR 2013**

**BUSINESSES: 2,855 lbs**

**CITY PARKS: 9,140**

## RECYCLING COMPOSITE STUDY

For the composite study we kept all loads from the entire week's worth of material and processed only Maplewood's material through our MRF on Saturday. The sorting floor was cleared and the recycling was sorted into the categories (as listed below). All of the categories were then weighed and documented. The results of the composite study were then entered back into the monthly report.

**Why do a composite study?**

Having a good understanding of the recycling composition provides us with data that may assist us in adjusting it to fit the needs of the Residents of Maplewood. With on-going changes in the economy, cultural and even changes in the home we can develop more available markets, increase processing technologies to handle more items and enhance educational materials to instruct residents on proper recycling procedures.

## Tennis Sanitation, L.L.C.

**651-459-1887**

*"Recycling is Everyone's Future"*

October 23rd, 2013

RE: COMPOSITE BREAK-OUT PERCENTAGE

Dear Recycling Coordinator,

Tennis Sanitation is pleased to provide the following composite sample break-out detailing percentage ratios of each type of recycling category.

Totals wgt of each type	in lbs.	% Ratio	
Cardboard	18,820	17.6%	
Paper	55,060	51.6%	
Household Scrap Metal	440	0.4%	** New to this year's composite study
Big Plastic	400	0.4%	** New to this year's composite study
Plastic Bags	540	0.5%	
Z-Bale Plastic	3,320	3.1%	** New to this year's composite study
PET Plastic	4,760	4.5%	
Tin	2,580	2.4%	
Colored Glass	2,300	2.2%	
Clear Glass	1,800	1.7%	
Chipped Glass	14,400	13.5%	
Aluminum	940	0.9%	
Linens	180	0.2%	
Milk Cartons	160	0.1%	
Residuals (Trash)	1,000	0.9%	
	<b>106,700</b>	<b>100%</b>	

The above percentage break-out of recycling material was based on the following sample study done in the 2nd week in October. Our processing team had taken loads of recycling and had weighed the entire load then items were broken out into specific types as listed above and re-weighed to get the percentage data.

Please note that we have added some new categories when analyzing our composite.

The above composite numbers will be reflected in the City's updated reports.

Thank you for recycling.

Sincerely,

Willie Tennis  
Tennis Sanitation

## ENVIRONMENTAL IMPACT ANALYSIS

From the detailed recycling data from this report, we are able to provide the City of Maplewood with some unique ways that the residents recycling efforts have made a difference. Over the years, recycling markets have been able to recycle more and more items out of the waste stream. They have also been able to determine what resources are saved by recycling various materials.

In this report we were able to convert the break-out of the composite of recycling materials and convert the tonnages into resources saved.

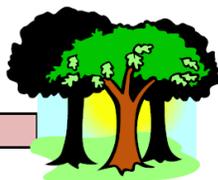
### ENVIRONMENTAL IMPACT ANALYSIS

#### CITY OF MAPLEWOOD RECYCLING 2013

Recycling Type	MW total Tons	Units	Resource Saved	Calc/ Resource	Convert unit	Total Resources Saved	Type
Paper	1,940	tons	Trees	1 ton = 17 Trees	17	32,986	trees
Paper	1,940	tons	Electricity	1 ton = 601 Kw Hours	601	1,166,165	Kw hours of electricity
Paper	1,940	tons	Oil	1 ton = 1.7 barrels of oil	1.7	3,299	barrels of oil
Aluminum	34	tons	Ore	1 ton = 4 tons of ore	4	134	tons of ore
Aluminum	34	tons	Electricity	1 ton = 14,000 Kw Hours	14,000	469,976	Kw hours of electricity
Aluminum	34	tons	Oil	1 ton = 40 barrels of oil	40	1,343	barrels of oil
Tin/bi-metal	64	tons	Ore	1 ton = 1.49 tons of ore	1	96	tons of ore
Tin/bi-metal	64	tons	Electricity	1 ton = 642 Kw Hours	642	41,321	Kw hours of electricity
Tin/bi-metal	64	tons	Oil	1 ton = 1.8 barrels of oil	1.8	116	barrels of oil
Plastics	274	tons	Oil	1 ton = 6.3 barrels of oil	6.3	1,723	barrels of oil
Plastics	274	tons	Electricity	1 ton = 5,774 Kw Hours	4	1,094	Kw hours of electricity
Plastics	274	tons	Natural Gas	1 ton = 98,000,000 btu's	98,000,000	26,809,448,400	BTU's of fuel
Glass	422	tons	Sand	1 ton = 1,330 tons of sand	1,330	561,647	tons of sand
Glass	422	tons	Electricity	1 ton = 42 Kw Hours	42	17,736	Kw hours of electricity
Glass	422	tons	Oil	1 ton = .12 gallons of oil	0.12	51	barrels of oil
Glass	422	tons	Natural Gas	1 ton = 714,000 btu's	714,000	301,515,774	BTU's of fuel

### Environmental Impact Summary

Resources	Amounts	Units Saved
Trees saved	32,986	Trees saved
Electricity saved	1,696,292	Kw Hours saved
Oil saved	6,531	Barrels of oil saved
Natural Gas saved	27,110,964,174	BTU's of natural gas saved



\*\*Disclaimer: The above numbers represent conversions from industrial and recycling markets. These numbers are ESTIMATED resources saved. All calculations are taken from annual total tons from Maplewood Final Recycling Report.

FUN RECYCLING FACTS

**PAPER & CARDBOARD**

♻️ If all our newspaper was recycled, we could save about 250,000,000 trees each year!

♻️ If every American recycled just one-tenth of their newspapers, we would save about 25,000,000 trees a year.

♻️ If you had a 15-year-old tree and made it into paper grocery bags, you'd get about 700 of them. A busy supermarket could use all of them in under an hour! This means in one year, one supermarket can go through over 6 million paper bags! Imagine how many supermarkets there are just in the United States!!!



♻️ The average American uses seven trees a year in paper, wood, and other products made from trees. This amounts to about 2,000,000,000 trees per year!

♻️ Approximately 1 billion trees worth of paper are thrown away every year in the U.S.

♻️ Americans use 85,000,000 tons of paper a year; about 680 pounds per person.

♻️ The average household throws away 13,000 separate pieces of paper each year. Most is packaging and junk mail.

♻️ Each ton (2000 pounds) of recycled paper can save 17 trees, 380 gallons of oil, three cubic yards of landfill space, 4000 kilowatts of energy, and 7000 gallons of water. This represents a 64% energy savings, a 58% water savings, and 60 pounds less of air pollution!

The 17 trees saved (above) can absorb a total of 250 pounds of carbon dioxide from the air each year. Burning that same ton of paper would *create* 1500 pounds of carbon dioxide.

## **ALUMINUM CANS**

- ♻️ Used aluminum beverage cans are the most recycled item in the U.S., but other types of aluminum, such as siding, gutters, car components, storm window frames, and lawn furniture can also be recycled.
- ♻️ Recycling one aluminum can saves enough energy to run a TV for three hours -- or the equivalent of a half a gallon of gasoline.
- ♻️ More aluminum goes into beverage cans than any other product.
- ♻️ An aluminum can that is thrown away will still be a "can" 500 years from now!
- ♻️ There is no limit to the amount of times aluminum can be recycled.
- ♻️ We use over 80,000,000,000 aluminum soda cans every year.
- ♻️ A 60-watt light bulb can be run for over a day on the amount of energy saved by recycling 1 pound of steel. In one year in the United States, the recycling of steel saves enough energy to heat and light 18,000,000 homes!



## **PLASTICS**

- ♻️ Americans use 2,500,000 plastic bottles every hour! Most of them are thrown away!
- ♻️ Plastic bags and other plastic garbage thrown into the ocean kill as many as 1,000,000 sea creatures every year.
- ♻️ Recycling plastic saves twice as much energy as burning it in an incinerator.



## **GLASS**

♻️ The energy saved from recycling one glass bottle can run a 100-watt light bulb for four hours or a compact fluorescent bulb for 20 hours. It also causes 20% less air pollution and 50% less water pollution than when a new bottle is made from raw materials.

♻️ A modern glass bottle would take 4000 years or more to decompose -- and even longer if it's in the landfill.

♻️ Mining and transporting raw materials for glass produces about 385 pounds of waste for every ton of glass that is made. If recycled glass is substituted for half of the raw materials, the waste is cut by more than 80%.



### INDUSTRY REFERENCE INFORMATION

<http://www.recycling-revolution.com/recycling-facts.html>

<http://www.ambitpacific.com/industrialrecycling/recycling/recycling-facts.html>

<http://www.google.com/search?sourceid>

<http://www.headwatersrecycle.com/why.html>

<http://www.ambitpacific.com/industrialrecycling/recycling/recycling-facts.html>

[http://www.deq.state.ms.us/mdeq.nsf/page/Recycling\\_RecyclingTrivia?OpenDocument](http://www.deq.state.ms.us/mdeq.nsf/page/Recycling_RecyclingTrivia?OpenDocument)

[www.students.arch.utah.edu/courses/Arch4011/Recycling%20Facts1.pdf](http://www.students.arch.utah.edu/courses/Arch4011/Recycling%20Facts1.pdf)

## What is plastic made into?

Plastics are everywhere in our lives - our kitchens, our vehicles, our purses, and even inside our own bodies. Check out the many ways plastics can be found all around you:

- **Polyethylene terephthalate (PET) plastic #1:** Beverage bottles, food film, microwaveable packages
- **High-density polyethylene (HDPE) plastic #2:** Beverage containers, cleaning product containers, shopping bags, cabling, pipes, wood composites
- **Polyvinyl chloride (PVC) plastic #3:** Toys, pipes, shower curtains, flooring, windows, food films
- **Low-density polyethylene (LDPE) plastic #4:** Produce bags, flexible food containers, shrink wrap, lining for cardboard, wire coverings, toys
- **Polypropylene (PP) plastic #5:** Large and small appliances, food containers, auto parts, pipes
- **Polystyrene (PS) plastic #6 :** Food and beverage containers, CD and DVD cases, plates and cups
- **Polycarbonate (PC) plastic #7:** Beverage bottles, DVDs and CDs, eyeglasses, traffic lights, lenses

<http://www.ecolife.com>

GLASS RECYCLING PROCESSORS

Tennis Sanitation has managed mixed broken glass utilizing Strategic Materials as our glass processor. This is in response to the City’s request to create a glass contingency plan that achieves the overall goal of recycling 100% of the material into the original raw material.

We are excited to announce that Strategic Materials has developed a technology that optically sorts broken glass mechanically without manual sorting. This results in minimizing the amount of glass being used for aggregate material. *See Strategic Materials endorsement letter below.*



January 16<sup>th</sup> 2014

Tennis Sanitation LLC  
720 4<sup>th</sup> Street  
Saint Paul Park, MN  
Greg Tennis

Dear Greg,

**Strategic Materials, Inc. in St. Paul processes glass supplied by your company, Tennis Sanitation. To process your material, we use an integrated series of high technology equipment to remove all non-glass items to include paper, plastics, metals, ceramics, and all other non-glass materials. When possible, the non-glass materials are recycled or used in a beneficial use application. The end product of our process is high quality glass cullet (flint (clear), amber and green). The glass cullet is available for the container industry to process into new glass containers and also for the fiberglass industry for the production of new fiberglass materials.**

**To meet the quality and supply demands of the container and fiberglass industry, we use advanced optical sorting equipment. This equipment allows us to produce some of the highest quality sorted glass in the industry. By using our recycled cullet, container manufacturers reduce their energy usage and also their emissions. This is compared to using 100% raw materials.**

**Strategic Materials places a high value on providing our customers with material that exceeds their expectations. All glass received from Tennis Sanitation undergoes multiple inspections to ensure we supply only the highest quality products to our end customers.**

**Please feel free to contact us if you have any questions.**

Best Regards,

Eric L. Fortin  
SMI St. Paul  
Plant Manager

## MARKET REPORT

2013 was a stable year for all commodities. Fiber markets took their annual drop in demand. Plastics markets remain strong.

Aluminum and tin markets were strong due to the steady demand from local markets.

Glass market remains strong especially now that there is a new local processor of broken glass in the Metro area. Their newest technology sorts broken glass using computerized optical sorters and a complex but innovative blower system. 90% of the broken glass is now being processed into post-consumer food and beverage containers.

The outlook for 2014

Year 2013 was a pretty challenging year for some of the commodities. Future markets are anticipating to take a wait and see approach for survival mode due to reduced local, national and export demand.



**ADDITIONAL ITEMS**

**RESIDUALS:**

2013 Residuals (in tons) from recycling was as follows:

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
2.0 %	2.0 %	2.0 %	2.0 %	2.0 %	2.0 %	2.0 %	2.0 %	2.0 %	.9 %	.9 %	.9 %	
4.37 tons	3.66 tons	4.12 tons	4.58 tons	5.24 tons	4.71 tons	4.34 tons	4.70 tons	4.41 tons	4.68 tons	2.05 tons	2.35 tons	49.30 tons

Residuals consisted of items such as styro foam, foam, shoes, diapers and general garbage.

*In comparison to 2011: Residuals are down 26.88 tons from last year*

*In comparison to 2012: Residuals are down 55.55 tons from last year*

**TRUCK WEIGHTS:**

During the 2013 Calendar - none of our vehicles exceeded the maximum loaded weight of 40,000 pounds when hauling the recyclables collected from the residents of Maplewood. Weight tickets are available upon request.

**RECYCLING SERVICE FEE:**

The recycling service fee is \$1.75 per unit per month which is based upon the contracted price.

**STORAGE OF EXTRA RECYCLABLE MATERIALS:**

During the 2013 calendar year our recycling facility had sorted all recyclable materials within 45 days of processing to recycling markets. The only exception are the milk cartons - which are baled and stored until there is enough volume to meet the vendor's minimum shipping requirements and "rare-type" plastics which are stored until a larger enough quantity is available to make a mill size bale.

## SUMMARY OF YEAR-END RECYCLING REPORT

The 2013 Maplewood Year-end Recycling Report provides up-to-date information from the City's recycling activities over the past year. Each section of this report reflects the various ways data was collected, entered and calculated to contribute to meeting our combined goals.

In the report we have illustrated the composition of recyclables, itemized volumes of recyclables from both single family and multi-family dwellings as they relate to each break-out of each separate commodity. We also provide information on how the City's recycling efforts will impact our environment. This year's report also reflects "participation" which is calculated from every route sheet which will help us to identify strengths and weaknesses of the recycling program.

As we evaluate the three years of data history, we are seeing a consistent pattern of increased participation and tonnage. As well as a reduction of not-outs from previous years. All of these results point towards success through education and expansion of recycling materials.

In March of 2014, the residents of Maplewood will be introduced to a curbside recycling cart. Through the data from our cart pilot program - we were able to determine increased success in volume and participation with the usage of the cart. We are excited to measure and monitor the success with the introduction of the new cart program and are confident the results will mirror the results of the pilot program.

Together with the support of The City of Maplewood we will achieve the goals - responding to the realities of today as well as to the challenges of tomorrow.



APPENDIX A - 2013 RECYCLING DATA SUMMARY

APPENDIX A - RECYCLING DATA SUMMARY

2013 MAPLEWOOD RECYCLE TONNAGE DATA		JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	2013 TOTALS	
MONTHLY DATA/RTÉ	UNITS	UNITS	UNITS	UNITS	UNITS	UNITS	UNITS	UNITS	UNITS	UNITS	UNITS	UNITS	UNITS	UNITS TYPE	
TOTAL TONS (MON)	46.92	44.97	47.15	65.34	53.00	50.27	61.68	52.34	62.00	50.55	50.11	71.16	655.49	Total Tons	
TOTAL TONS (TUES)	34.33	25.25	28.58	38.33	31.55	30.37	37.00	30.83	29.61	37.73	30.76	41.83	396.17	Total Tons	
TOTAL TONS (WED)	60.16	44.40	46.35	49.94	73.58	53.61	61.34	52.58	51.39	62.72	51.91	61.14	669.12	Total Tons	
TOTAL TONS (THUR)	38.44	31.17	31.73	34.36	46.06	35.79	35.04	43.84	34.77	44.58	36.23	37.05	449.06	Total Tons	
TOTAL TONS (FRI)	43.92	41.71	56.89	46.50	64.21	52.64	46.13	60.78	48.06	48.02	64.12	56.26	629.24	Total Tons	
<b>Single Family</b>		Percentage Break-out													
<b>RECYCLED MATERIALS</b>	PAPER	Tons	Tons	Tons	Tons	Tons	Tons	Tons	Tons	Tons	Tons	Tons	Tons	Tons	Description
	ALUMINUM	135.82	112.92	128.37	141.42	163.52	147.14	138.59	148.68	138.57	149.05	143.27	166.27	1713.62	TONS
	TIN	2.35	1.96	2.22	2.45	2.83	2.55	2.38	2.57	2.40	2.58	2.48	2.88	29.65	TONS
	PLASTICS	4.51	3.75	4.26	4.69	5.43	4.88	4.56	4.94	4.60	4.95	4.76	5.52	56.85	TONS
	GLASS	19.21	15.97	18.15	20.00	23.12	20.81	18.84	21.03	19.60	21.08	20.26	23.51	241.58	TONS
<b>TOTAL TONS</b>	191.48	159.21	180.97	199.37	230.53	207.44	194.10	209.62	195.36	210.14	201.99	234.41	2414.62	TONS	
<b># of HOMES ON ROUTE</b>	9,193	9,193	9,193	9,193	9,193	9,193	9,193	9,193	9,193	9,193	9,193	9,193	9,193		
<b>AVERAGE LBS / HOME /</b>	41.66	34.64	39.37	43.37	50.15	45.13	42.23	45.60	42.50	45.72	43.94	49.94	51.00	<b>43.78 Avg. Lbs./Unit</b>	
<b>Multi- Family</b>		Percentage Break-out													
<b>RECYCLED MATERIALS</b>	PAPER	Tons	Tons	Tons	Tons	Tons	Tons	Tons	Tons	Tons	Tons	Tons	Tons	Tons	Description
	ALUMINUM	19.25	17.01	17.65	21.08	22.48	20.01	16.34	17.89	17.93	19.76	18.29	19.07	226.76	TONS
	TIN	0.33	0.29	0.31	0.36	0.39	0.35	0.28	0.31	0.31	0.34	0.32	0.33	3.92	TONS
	PLASTICS	0.64	0.56	0.59	0.70	0.75	0.66	0.54	0.59	0.59	0.66	0.61	0.63	7.52	TONS
	GLASS	2.72	2.41	2.50	2.98	3.18	2.83	2.22	2.53	2.54	2.79	2.59	2.70	31.99	TONS
<b>TOTAL TONS</b>	4.20	3.71	3.85	4.59	4.90	4.36	3.51	3.90	3.91	4.31	3.98	4.15	49.36	TONS	
<b># of MF UNITS ON ROUTE</b>	27.14	23.98	24.90	29.71	31.70	28.21	22.88	25.22	25.28	27.86	25.79	26.88	319.54	TONS	
<b>AVERAGE LBS / HOME /</b>	4.023	4.023	4.023	4.023	4.023	4.023	4.023	4.023	4.023	4.023	4.023	4.023	4.023		
<b>COMBINED BREAK-OUT</b>	13.49	11.92	12.38	14.77	15.76	14.02	11.38	12.54	12.57	13.85	12.82	13.36	13.24	<b>Avg. Lbs./Unit</b>	
<b>RECYCLED MATERIALS</b>	PAPER	Tons	Tons	Tons	Tons	Tons	Tons	Tons	Tons	Tons	Tons	Tons	Tons	Tons	Description
	ALUMINUM	155.07	129.93	146.02	162.50	186.00	167.15	154.93	166.57	156.50	168.81	161.56	185.34	1940.38	TONS
	TIN	2.68	2.25	2.53	2.81	3.22	2.90	2.66	2.88	2.71	2.92	2.80	3.21	33.57	TONS
	PLASTICS	5.15	4.31	4.85	5.39	6.18	5.54	5.10	5.53	5.19	5.61	5.37	6.15	64.36	TONS
	GLASS	21.93	18.38	20.65	22.98	26.30	23.64	21.06	23.56	22.14	23.87	22.85	26.21	273.57	TONS
<b>TOTAL TONS</b>	33.79	28.32	31.82	35.40	40.53	36.42	33.25	36.30	34.10	36.79	35.20	40.38	422.29	TONS	
<b>Percentage Break-out</b>	218.62	183.19	205.87	229.08	262.23	235.65	216.99	234.84	220.64	238.00	227.78	261.29	2784.16	TONS	
<b>CARDBOARD &amp; LINENS</b>	CARDBOARD	11,290	10,010	9,390	12,050	18,450	12,900	10,700	12,010	9,700	13,490	10,810	9,850	140,650	LBS
	LINENS	565	573	653	711	1,173	764	603	806	671	1,042	750	330	8,641	LBS
<b>TOTAL INQUIRIES</b>	35	14	7	14	8	10	14	11	19	44	35	22	233		
<b>% of contamination</b>	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	0.9%	0.9%		
<b>Residuals (Tons)</b>	4.37	3.66	4.12	4.58	5.24	4.71	4.34	4.70	4.41	4.76	2.05	2.35	49.30	Tons	

# APPENDIX B - MONTHLY RECYCLING REPORT MULTI-FAMILY

**APPENDIX B RECYCLING DATA SUMMARY (MULTI-FAMILY)**

2013 Annual Weight Recap Report Multi-Family	2013 Annual Weight Recap Report Multi-Family	2013 Annual Weight Recap Report Multi-Family												2013 TOTALS											
		Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total	Average										
1426 Frost Avenue	7	166	24	100	14	125	18	210	30	199	28	241	34	196	26	214	31	179	26	195	26	293	42	2316	28
Maplewood Comforts of Home	42	664	16	564	14	598	14	1073	26	928	22	840	20	678	16	859	20	520	12	553	13	795	19	8967	18
Emmas Place	13	17	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
English Manor Apartments	37	647	17	581	16	448	12	884	24	774	21	751	20	607	16	643	17	504	14	520	14	780	21	7853	18
Homestead at Maplewood	62	564	9	531	9	596	10	884	14	707	11	634	10	607	10	571	9	585	9	553	9	748	12	7688	10
Maplewood Mobile Homes	17	199	12	199	12	174	10	398	23	309	18	442	26	321	19	411	24	195	11	276	16	276	16	3415	17
Park Edge Apartments	51	481	9	432	8	432	8	730	10	575	11	707	14	768	15	643	13	439	9	505	11	553	11	6971	11
Parkview Court Apartments	72	797	11	647	9	730	10	1193	17	995	14	1061	15	857	12	1035	14	748	10	748	10	1013	13	10774	12
Phoenix Treatment Center	1	221	221	161	161	199	199	386	386	354	354	177	177	303	303	286	286	211	211	228	228	260	260	2976	248
Sherwood Glen	96	2305	24	1849	19	2125	22	3492	36	2829	29	2856	30	1928	20	2856	30	2856	30	2400	24	2080	22	29990	26
Greengate Apartments	108	1307	12	1262	12	996	9	1901	18	1680	16	1856	17	1758	16	1321	12	1642	15	1381	13	1430	13	16900	16
Maple Pond Homes	168	2641	16	2001	12	1328	8	2475	15	1547	9	1459	9	1142	7	1571	9	1768	8	1300	8	1625	10	19892	10
Maplewood Apartments	240	7765	32	6669	28	3021	13	5039	21	4066	17	4022	17	4213	18	3142	13	4213	18	2860	12	3738	16	51606	18
Maplewood Manor	18	508	28	263	15	531	15	840	47	707	39	669	37	571	32	714	40	504	28	520	29	650	36	7164	33
Saint Paul's Monastery	70	1518	22	1078	15	266	4	442	6	354	5	354	5	286	4	357	5	260	4	260	4	325	5	5855	7
Maplewood Community Center	1	399	399	420	420	432	432	751	751	575	575	442	442	366	366	393	393	393	325	325	358	358	325	325	
Maplewood City Hall	1	742	742	720	720	664	664	928	928	840	840	796	796	714	714	714	714	607	607	553	553	520	520	683	683
Maplewood Public Works	1	338	338	183	183	299	299	796	796	619	619	530	530	1232	1232	536	536	678	678	309	309	423	423	520	520
Fire Station 2	1	180	180	209	209	199	199	309	309	221	221	354	354	339	339	214	214	321	321	195	195	228	228	293	293
Cobblestone Court Apartments	74	356	5	385	5	299	4	466	6	358	5	394	5	474	6	441	6	441	6	472	6	561	8	5060	6
Silver Ridge Apartments	186	2050	11	1517	8	1375	7	2399	13	2148	12	2076	11	2543	14	2068	11	1966	11	1623	9	2066	11	23896	11
Summer Hills Of Maplewood	45	815	18	793	18	718	16	1074	24	895	20	859	19	1017	23	814	18	885	20	708	16	885	20	10277	19
Beaver Creek Condos	60	2027	34	1976	33	957	16	1539	26	1253	21	1146	19	1576	26	1187	20	1187	20	1296	22	1033	17	16417	23
Century Trails Apartments	40	72	2	121	3	239	6	358	9	322	8	251	6	407	10	373	9	407	10	325	8	325	8	354	9
Lakeview Commons	98	198	2	113	1	239	2	358	4	286	3	215	2	288	3	203	2	272	2	472	5	266	3	3142	3
Pondview Apartments	180	2508	14	1298	7	1854	7	1854	10	2291	13	2184	12	2005	11	2305	13	2136	11	2331	11	1712	10	24929	12
Nature Center	1	197	197	258	258	30	30	72	72	107	107	72	72	68	68	102	102	102	102	74	74	59	59	30	30
Fire Station 1	1	37	37	64	64	120	120	125	125	144	144	144	144	144	144	136	136	102	102	207	207	118	118	1118	121
Birch Glen Apartments(Maplewood)	60	466	8	518	9	523	9	516	9	700	12	552	9	636	11	550	9	550	9	758	13	606	10	6982	10
Cardinal Pointe	108	437	4	466	4	804	7	773	7	1030	10	846	8	860	8	722	7	688	6	966	9	758	7	9109	7
Carefree Cottages	254	8009	35	7686	30	4281	17	4048	16	5373	21	4140	16	5091	20	3853	15	3784	15	5268	21	4396	17	61164	20
Concordia Arms	125	3077	25	2896	23	2090	17	1967	16	2318	19	1803	14	2270	18	1823	15	1754	14	2388	19	1857	15	1971	16
Heritage Square Condos (7100 Madison)	18	224	12	242	13	643	36	589	33	736	41	589	33	722	40	550	31	550	31	758	42	606	34	6817	32
Heritage Square Condos (1244 Co Rd D)	12	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Heritage Square Condos (1256 Co Rd D)	12	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Maple Knoll Townhomes	57	1206	21	663	12	764	13	736	13	975	17	681	12	654	11	560	10	464	8	750	13	464	8	8369	12
Maple Ridge Apartments	100	1286	13	1045	10	965	10	883	9	1214	12	883	9	1032	10	826	8	826	8	1137	11	910	9	11916	10
Maplewood Townhomes	31	40	1	442	14	322	10	221	7	147	5	110	4	0	0	52	2	123	4	123	4	123	4	1733	5
Norgard Apartments	60	402	7	422	7	402	7	350	6	478	6	405	7	619	10	447	7	413	7	569	9	531	9	417	7
Seasons at Maplewood	150	1206	8	965	6	965	6	846	6	1104	7	883	6	1032	7	826	6	826	6	1137	8	910	6	11609	6
Sibley Cove Apartments	80	1286	16	1126	14	1246	16	920	12	1251	16	994	12	1135	14	1032	13	791	10	1327	17	948	12	12965	14
Town and Country Mobile Home Park	120	1586	13	1286	11	1286	11	1178	10	1472	12	1178	10	1376	11	1101	9	1101	9	1516	13	1213	10	15487	11
Village on Woodllyn	60	1387	23	1126	19	1045	17	846	14	1509	25	1141	19	1307	22	1204	20	1170	19	1497	25	1289	21	14771	21
Walker at Hazel Ridge	75	1206	16	925	12	965	13	863	12	1067	14	626	8	860	11	757	10	688	9	965	13	910	12	10705	12
Fire Station # 3	1	0	0	30	30	60	60	18	18	25	25	46	46	39	39	34	34	17	17	65	65	47	47	402	33
Wyngate Apartments	50	1286	26	1126	23	1085	22	569	12	883	18	773	15	826	17	1238	25	1101	22	1264	27	910	18	10999	22
1860 McMenamy Street	12	595	50	383	32	484	40	541	45	640	53	590	49	401	33	463	39	371	31	501	42	401	33	368	31
Arcade Apartments	27	675	25	443	16	524	19	566	21	837	31	738	27	464	17	618	23	494	18	601	22	535	20	7030	22
Edgerton Highlands	225	2136	9	1562	7	1672	7	2042	9	2632	12	2165	10	1329	6	1700	6	1360	6	1004	8	1470	7	21307	8
Rozeto Villa on Roselawn	70	1048	15	866	12	927	13	984	14	1427	20	787	11	600	10	896	13	742	11	1036	15	1069	15	11330	13
Western Hills	54	262	5	161	3	242	4	295	5	344	6	1525	28	216	4	247	5	216	4	368	7	234	4	4345	7
2048 Mississippi Street	40	625	16	524	13	564	14	738	18	935	23	836	21	510	13	525	13	464	12	635	16	501	13	468	12
Golden Star Apartments	109	746	7	665	6	524	5	482	5	787	7	738	7	402	4	494	4	434	4	501	5	535	5	6767	5
Century Ridge	75	441	6	661	9	478	6	622	8	699	9	816	11	574	8	815	11	604	8	608	8	988	13	796	11
Connemaara	96	1376	14	1413	15	2055	21	1943	20	2526	26	2176	23	1631	17	2114	22	1691	18	2090	22	2546	27	2128	22
Connemaara II	32	92	3	83	3	55	2	117	4	117	4	155	5	544	17	151	5	444	14	114	4	133	4	152	5
Maplewood Gardens	96	1982	21	1688	18	1945	20	1516	16	2021	21	1554	16	1148	12	1510	16	1208	13	1482	15	1900	20	1520	16
McKnight Townhomes	190	3780	20	3090	20	5028	26	4119	22	5285	28	4352	25	2099	15	4319</									

## APPENDIX C - MONTHLY RECYCLING REPORT LETTER

# Tennis Sanitation, L.L.C.

**651-459-1887**

*"Recycling is Everyone's Future"*

November 14th, 2013

RE: OCTOBER 2013 - RECYCLING REPORT

Dear City of Maplewood Recycling Coordinator,

Tennis Sanitation is pleased to provide the following monthly recycling report detailing the materials that were collected, processed and delivered to recycling markets from both single family and multi-family dwellings.

**The Community of Maplewood Recycled:**

TYPE	Single Family Weight (tons)	Multi-Family Weight (tons)	NET Total Wgt	UNIT	DESCRIPTION
Paper:	149.05	19.76	<b>168.81</b>	tons	Includes cardboard, paper, newspaper, junk mail, boxboard, phonebooks, magazines and books.
Aluminum:	2.58	0.34	<b>2.92</b>	tons	Includes all aluminum cans
Tin:	4.95	0.66	<b>5.60</b>	tons	Includes all bi-metal and tin cans
Plastics:	21.08	2.79	<b>23.87</b>	tons	Includes all # 1 - # 7 food, beverage & packaging containers
Glass:	32.48	4.31	<b>36.78</b>	tons	Includes green, clear and brown colors
<b>Total Tons:</b>	<b>210.14</b>	<b>27.86</b>	<b>238.00</b>	<b>Tons</b>	<b>Net total recycling for the month</b>

**Other fun facts:**

TYPE	Single Family Weight (lbs)	Multi-Family Weight (lbs)	NET Calcs.	
Units:	9193	4090	<b>13283</b>	Units collected per week
Wgt/home:	45.72	13.62	<b>29.67</b>	lbs Average pounds per unit collected per month
Linens:	Combined	Combined	<b>1042.00</b>	lbs Includes all clothing, garments and other linens
Cardboard:	Combined	Combined	<b>13490.00</b>	lbs Includes all accounts that have dumpster service

Average % of serviced accounts (SF)	68%	Average % of participation (SF)	84%
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*This month's homes that did not participate in weekly recycling collection was 1,484 residents*

Total inquiries for this month were:	44	Business volume of recycling (in lbs)	284
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PARK WEIGHTS	Name	lbs per month
	Harvest Park	210 lbs
	Wakefield Park	0 lbs
	Comm. Garden	0 lbs
	Goodrich Park	140 lbs
	Hazelwood Pk	0 lbs

Summary of report: This month illustrates resident's recycling efforts along with park weights. Contamination was minimal with only 2.0% that could not be recycled. Fiber Markets have been improving along with demand for some plastics.

The above recycling break-out reflects the new composite study done on October 1st, 2012.

Great job on your recycling efforts.

Sincerely,

*Willie Tennis*

Willie Tennis  
Tennis Sanitation

# APPENDIX D - MONTHLY MULTI-FAMILY REPORT DATA

Pickup Day	Multi-Family	OCTOBER 2013			WEEK 1			WEEK 2			WEEK 3			WEEK 4			WEEK 5			Total Wgt for mo. Units	Wgt/unit per Month	
		Apt Name	Number	Street Name	# carts	Average Wp/cart	Total Tare Wgt	# carts	Average Wp/cart	Total Tare Wgt	# carts	Average Wp/cart	Total Tare Wgt	# carts	Average Wp/cart	Total Tare Wgt	# carts	Average Wp/cart	Total Tare Wgt			
Monday	1426 Frost Avenue	1426	Frost Avenue	7	1.50	75.1	49	1.00	75.1	33	2.00	75.1	65	1.00	75.1	33	0.00	75.1	0	179	7	26
Monday	Mablewood Comforts of Home	2300	Hazelwood Street	42	5.00	75.1	163	5.00	75.1	163	4.00	75.1	130	2.00	75.1	65	0.00	71.6	0	520	42	12
Monday	Emmas Place	2163	Van Dye Street	13	0.00	75.1	0	0.00	75.1	0	0.00	75.1	0	0.00	75.1	0	0.00	75.1	0	0	13	0
Monday	Frishle Apartments	1249	Frishle Avenue	37	5.00	75.1	163	4.00	75.1	130	3.50	75.1	114	3.00	75.1	98	0.00	75.1	0	504	37	14
Monday	Konnestad at Maplewood	1890	Shieren Ave	62	6.00	75.1	195	4.00	75.1	130	4.00	75.1	130	4.00	75.1	130	0.00	75.1	0	585	62	9
Monday	Maplewood Mobile Homes	1976	English Street	17	1.00	75.1	33	1.00	75.1	33	2.00	75.1	65	2.00	75.1	65	0.00	75.1	0	439	17	11
Monday	Park Edge Apartments	2005	Idle Street	51	2.50	75.1	81	4.00	75.1	130	3.00	75.1	98	4.00	75.1	130	0.00	75.1	0	195	51	9
Monday	Parkview Court Apartments	360	Robert St. N	72	6.00	75.1	195	6.00	75.1	163	5.00	75.1	163	6.00	75.1	195	0.00	75.1	0	748	72	10
Monday	Phoenix Treatment Center	2055	White bear Ave	49	1.50	75.1	49	2.00	75.1	65	1.00	75.1	33	2.00	75.1	65	0.00	75.1	0	211	49	21
Monday	Sherwood Glen	1512	County Road B East	96	22.00	75.1	715	16.00	75.1	520	16.00	75.1	520	18.00	75.1	585	0.00	75.1	0	2340	96	24
Monday	Greengate Apartments	200	Winthrop Street S	108	10.50	75.1	341	11.00	75.1	358	10.00	75.1	325	11.00	75.1	358	0.00	75.1	0	1381	108	13
Monday	Mapple Pond Homes	1854	Beebe Road	168	11.00	75.1	358	10.00	75.1	325	9.00	75.1	293	9.00	75.1	293	0.00	75.1	0	1268	168	8
Monday	Maplewood Apartments	2391	Larpenleur Ave East	240	22.00	75.1	715	22.00	75.1	715	22.00	75.1	715	22.00	75.1	715	0.00	75.1	0	2860	240	12
Monday	Maplewood Manor	2266	Duluth Street	18	3.50	75.1	114	4.00	75.1	130	4.00	75.1	130	4.00	75.1	130	0.00	75.1	0	504	18	28
Monday	Saint Paul's Monastery	2675	Larpenleur Ave	70	2.00	75.1	65	2.00	75.1	65	2.00	75.1	65	2.00	75.1	65	0.00	75.1	0	260	70	4
Monday	Maplewood Community Center	2100	White Bear Ave	1	2.00	75.1	65	2.00	75.1	65	3.00	75.1	98	3.00	75.1	98	0.00	75.1	0	325	1	325
Monday	Maplewood City Hall	1830	County Road B East	1	5.00	75.1	163	3.00	75.1	98	4.00	75.1	130	3.00	75.1	163	0.00	75.1	0	553	1	553
Monday	Maplewood Public Works	1902	County Road B East	1	1.50	75.1	49	1.00	75.1	33	4.00	75.1	130	3.00	75.1	98	0.00	75.1	0	309	1	309
Monday	Fire Station 2	1955	Clarence Street	1	1.50	75.1	49	2.00	75.1	65	2.00	75.1	65	0.00	75.1	0	0.50	75.1	0	195	1	195
Tuesday	Cobblestone Court Apartments	366	Snelling Ave S	74	4.00	72.1	118	3.00	72.1	89	3.00	72.1	89	2.00	72.1	59	2.00	72.1	0	413	74	6
Tuesday	Silver Ridge Apartments	2330	Stillwater Avenue	186	14.00	72.1	413	15.00	72.1	443	14.00	72.1	413	13.00	72.1	384	14.00	72.1	4.13	2066	186	11
Tuesday	Summer Hills Of Maplewood	935	North Ferrndale St	45	6.00	72.1	177	6.00	72.1	177	6.00	72.1	177	6.00	72.1	177	6.00	72.1	1.77	885	45	20
Tuesday	Beaver Creek Condos	1225	Ferrndale Avenue	60	8.00	72.1	236	9.00	72.1	266	9.00	72.1	266	9.00	72.1	266	9.00	72.1	2.66	1298	60	22
Tuesday	Century Trails Apartments	1730	Monastery Way	40	2.00	72.1	59	2.00	72.1	59	3.00	72.1	89	2.00	72.1	59	2.00	72.1	0.59	325	40	8
Tuesday	Pondview Commons	1200	Lakewood Dr North	98	2.00	72.1	59	9.00	72.1	266	1.00	72.1	30	2.00	72.1	59	2.00	72.1	0.59	472	98	5
Tuesday	Pondview Apartments	2575	Ivy Ave E	180	16.00	72.1	472	15.00	72.1	443	16.00	72.1	472	16.00	72.1	472	16.00	72.1	4.72	2331	180	13
Tuesday	Nature Center	2659	7th St E	1	1.00	72.1	15	0.50	72.1	15	0.00	72.1	0	1.00	72.1	30	0.00	72.1	0	74	1	74
Tuesday	Fire Station 1	1177	Century Ave N	1	2.00	72.1	59	1.00	72.1	30	2.00	72.1	59	1.00	72.1	30	1.00	72.1	0	207	1	207
Wednesday	Brch Glen Apartments (Maplewood)	3100	Ariel Street	60	4.00	80.5	152	4.00	80.5	152	4.00	80.5	152	4.00	80.5	152	4.00	80.5	4.00	758	60	13
Wednesday	Cardiff Cottages	3003	Hazelwood Street	108	5.00	80.5	190	5.50	80.5	208	5.00	80.5	190	5.00	80.5	190	5.00	80.5	5.00	966	108	9
Wednesday	Concordia Arms	2030	Lydia Avenue East	125	27.00	80.5	1023	27.00	80.5	1023	28.00	80.5	1061	29.00	80.5	1099	28.00	80.5	10.61	5268	125	21
Wednesday	Heritage Square Condos	7100	Madison Ave West	18	4.00	80.5	152	4.00	80.5	152	4.00	80.5	152	4.00	80.5	152	4.00	80.5	4.00	2388	18	19
Wednesday	Heritage Square Condos	1244	County Rd D	12	2.00	80.5	76	2.00	80.5	76	2.00	80.5	76	2.00	80.5	76	2.00	80.5	7.70	69	12	31
Wednesday	Heritage Square Condos	1256	County Rd D	12	2.00	80.5	76	2.00	80.5	76	2.00	80.5	76	2.00	80.5	76	2.00	80.5	7.70	69	12	31
Wednesday	Maple Knoll Townhomes	1880	Misabi Ave	57	5.00	80.5	190	4.00	80.5	152	3.00	80.5	114	4.00	80.5	152	4.00	80.5	152	758	57	13
Wednesday	Maple Ridge Apartments	1695	County Road D East	100	6.00	80.5	227	6.00	80.5	227	6.00	80.5	227	6.00	80.5	227	6.00	80.5	2.27	1137	100	11
Wednesday	Maplewood Townhomes	2461	Ariel Street North	31	1.00	80.5	38	1.00	80.5	38	1.00	80.5	38	0.00	80.5	0	0.25	80.5	0	123	31	4
Wednesday	Norgard Apartments	1807	Gervais Court	60	3.00	80.5	114	5.00	80.5	190	3.00	80.5	114	2.00	80.5	76	2.00	80.5	7.6	569	60	9
Wednesday	Seasons at Maplewood	1670	Legacy Parkway East	150	6.00	80.5	227	6.00	80.5	227	6.00	80.5	227	6.00	80.5	227	6.00	80.5	2.27	1137	150	8
Wednesday	Sibley Cove Apartments	1996	County Road D	80	6.00	80.5	227	8.00	80.5	303	8.00	80.5	303	5.00	80.5	190	8.00	80.5	3.03	1327	80	17
Wednesday	Town and Country Mobile Home Park	257	Maplewood Drive	120	8.00	80.5	303	8.00	80.5	303	8.00	80.5	303	8.00	80.5	303	8.00	80.5	3.03	1516	120	13
Wednesday	Village on Woodlawn	2122	Woodlawn Avenue	60	7.00	80.5	265	7.50	80.5	284	9.00	80.5	341	9.00	80.5	341	7.00	80.5	2.65	1497	60	25
Wednesday	Walker at Hazel Ridge	2730	Hazelwood Street	75	6.00	80.5	227	6.00	80.5	227	6.00	80.5	227	4.00	80.5	152	4.00	80.5	1.52	985	75	13
Wednesday	Fire Station #3	1530	Hazelwood Street	1	0.00	80.5	0	1.00	80.5	38	0.00	80.5	0	0.50	80.5	19	0.25	77.0	0	65	1	65
Wednesday	Wyngate Apartments	1752	Village Trail East	50	8.00	80.5	303	8.00	80.5	303	4.00	80.5	152	8.00	80.5	303	8.00	80.5	3.03	1364	50	27
Thursday	1860 McMenemy Street	1860	McMenemy Street	12	3.00	76.0	100	3.00	76.0	100	3.00	76.0	100	3.00	76.0	100	3.00	76.0	1.00	501	12	42
Thursday	Arcade Apartments	1915	Arcade Street	27	3.00	76.0	100	3.00	76.0	100	4.00	76.0	134	4.00	76.0	134	4.00	76.0	4.00	601	27	22
Thursday	Edgerton Highlands	844	Grand Ave	225	11.00	76.0	368	10.00	76.0	334	11.00	76.0	368	11.00	76.0	368	11.00	76.0	3.68	1804	225	8
Thursday	Rosato Villa on Roselawn	1901	Desoto Street	70	7.00	76.0	234	6.00	76.0	200	7.00	76.0	234	7.00	76.0	234	4.00	76.0	1.34	1036	70	15
Thursday	Western Hills	1770	Adolphus Street	54	3.00	76.0	100	3.00	76.0	67	2.00	76.0	67	2.00	76.0	67	2.00	76.0	2.00	368	54	7
Thursday	2048 Mississippi Street	350	Skillman Ave East	40	3.00	76.0	100	3.00	76.0	100	4.00	76.0	134	4.00	76.0	134	5.00	76.0	1.67	635	40	16
Thursday	Golden Star Apartments	321	Larpenleur Ave E	109	2.00	76.0	67	2.00	76.0	67	3.00	76.0	100	3.00	76.0	100	3.00	76.0	1.00	501	109	5
Friday	Century Ridge	89	Century Ave N	75	0.00	80.6	0	6.00	80.6	228	5.00	80.6	190	5.00	80.6	190	0.00	80.6	0	608	75	8
Friday	Comemara I	2465	Londin Lane	96	13.00	80.6	494	14.00	80.6	532	14.00	80.6	532	14.00	80.6	532	14.00	80.6	5.32	2090	96	22
Friday	Comemara II	246																				

## APPENDIX E - MONTHLY SINGLE FAMILY REPORT DATA

### Maplewood 2013 OCTOBER

MON RTE # 1	Week 1	Week 2	Week 3	Week 4	Week 5	
Tons - Load 1	4.54	4.63	4.38	4.52	0.00	
Tons - Load 2	0.00	0.00	0.00	0.00	0.00	
<b>TOTAL Tons</b>	<b>4.54</b>	<b>4.63</b>	<b>4.38</b>	<b>4.52</b>	<b>0.00</b>	<b>Net Total</b>
# of Stops	933	933	933	933	933	<b>18.07</b>
Averages						
Not outs	374	350	373	370	0	<b>367</b>
% of Participation	60%	62%	60%	60%	100%	<b>61%</b>
<b>Lbs per Stop Recycled</b>	<b>16.24</b>	<b>15.88</b>	<b>15.64</b>	<b>16.06</b>	<b>0.00</b>	<b>16</b>

MON RTE # 2	Week 1	Week 2	Week 3	Week 4	Week 5	
Tons - Load 1	3.58	3.87	3.58	3.47	0.00	
Tons - Load 2	0.00	0.00	0.00	0.00	0.00	
<b>TOTAL Tons</b>	<b>3.58</b>	<b>3.87</b>	<b>3.58</b>	<b>3.47</b>	<b>0.00</b>	<b>Net Total</b>
# of Stops	553	553	553	553	553	<b>14.50</b>
Averages						
Not outs	156	148	144	151	0	<b>150</b>
% of Participation	72%	73%	74%	73%	100%	<b>73%</b>
<b>Lbs per Stop Recycled</b>	<b>18.04</b>	<b>19.11</b>	<b>17.51</b>	<b>17.26</b>	<b>0.00</b>	<b>18</b>

MON RTE # 3	Week 1	Week 2	Week 3	Week 4	Week 5	
Tons - Load 1	4.57	4.55	4.25	4.61	0.00	
Tons - Load 2	0.00	0.00	0.00	0.00	0.00	
<b>TOTAL Tons</b>	<b>4.57</b>	<b>4.55</b>	<b>4.25</b>	<b>4.61</b>	<b>0.00</b>	<b>Net Total</b>
# of Stops	1024	1024	1024	1024	1024	<b>17.98</b>
Averages						
Not outs	401	387	407	366	0	<b>390</b>
% of Participation	61%	62%	60%	64%	100%	<b>62%</b>
<b>Lbs per Stop Recycled</b>	<b>14.67</b>	<b>14.29</b>	<b>13.78</b>	<b>14.01</b>	<b>0.00</b>	<b>14</b>

TUE RTE # 1	Week 1	Week 2	Week 3	Week 4	Week 5	
Tons - Load 1	3.31	3.79	4.28	3.66	3.51	
Tons - Load 2	0.00	0.00	0.00	0.00	0.00	
<b>TOTAL Tons</b>	<b>3.31</b>	<b>3.79</b>	<b>4.28</b>	<b>3.66</b>	<b>3.51</b>	<b>Net Total</b>
# of Stops	736	736	736	736	736	<b>18.55</b>
Averages						
Not outs	266	320	343	320	324	<b>312</b>
% of Participation	64%	57%	53%	57%	56%	<b>58%</b>
<b>Lbs per Stop Recycled</b>	<b>14.09</b>	<b>18.22</b>	<b>21.78</b>	<b>17.60</b>	<b>17.04</b>	<b>18</b>

TUE RTE # 2	Week 1	Week 2	Week 3	Week 4	Week 5	
Tons - Load 1	4.13	3.42	3.96	4.15	3.52	
Tons - Load 2	0.00	0.00	0.00	0.00	0.00	
<b>TOTAL Tons</b>	<b>4.13</b>	<b>3.42</b>	<b>3.96</b>	<b>4.15</b>	<b>3.52</b>	<b>Net Total</b>
# of Stops	469	469	469	469	469	<b>19.18</b>
Averages						
Not outs	104	99	100	110	115	<b>103</b>
% of Participation	78%	79%	79%	77%	75%	<b>78%</b>
<b>Lbs per Stop Recycled</b>	<b>22.63</b>	<b>18.49</b>	<b>21.46</b>	<b>23.12</b>	<b>19.89</b>	<b>21</b>

WED RTE # 1	Week 1	Week 2	Week 3	Week 4	Week 5	
Tons - Load 1	4.45	3.84	4.48	4.49	4.93	
Tons - Load 2	0.00	0.00	0.00	0.00	0.00	
<b>TOTAL Tons</b>	<b>4.45</b>	<b>3.84</b>	<b>4.48</b>	<b>4.49</b>	<b>4.93</b>	<b>Net Total</b>
# of Stops	516	516	516	516	516	<b>22.19</b>
Averages						
Not outs	139	132	156	145	152	<b>143</b>
% of Participation	73%	74%	70%	72%	71%	<b>72%</b>
<b>Lbs per Stop Recycled</b>	<b>23.61</b>	<b>20.00</b>	<b>24.89</b>	<b>24.20</b>	<b>27.09</b>	<b>23</b>

WED RTE # 2	Week 1	Week 2	Week 3	Week 4	Week 5	
Tons - Load 1	3.44	3.55	3.97	3.60	3.74	
Tons - Load 2	0.00	0.00	0.00	0.00	0.00	
<b>TOTAL Tons</b>	<b>3.44</b>	<b>3.55</b>	<b>3.97</b>	<b>3.60</b>	<b>3.74</b>	<b>Net Total</b>
# of Stops	707	707	707	707	707	<b>18.30</b>
Averages						
Not outs	176	156	172	164	170	<b>167</b>
% of Participation	75%	78%	76%	77%	76%	<b>76%</b>
<b>Lbs per Stop Recycled</b>	<b>12.96</b>	<b>12.89</b>	<b>14.84</b>	<b>13.26</b>	<b>13.93</b>	<b>13</b>

WED RTE # 3	Week 1	Week 2	Week 3	Week 4	Week 5	
Tons - Load 1	4.40	4.04	4.58	4.74	0.00	
Tons - Load 2	0.00	0.00	0.00	0.00	0.00	
<b>TOTAL Tons</b>	<b>4.40</b>	<b>4.04</b>	<b>4.58</b>	<b>4.74</b>	<b>0.00</b>	<b>Net Total</b>
# of Stops	766	766	766	766	766	<b>17.76</b>
Averages						
Not outs	278	288	291	294	0	<b>288</b>
% of Participation	64%	62%	62%	62%	100%	<b>62%</b>
<b>Lbs per Stop Recycled</b>	<b>18.03</b>	<b>16.90</b>	<b>19.28</b>	<b>20.08</b>	<b>0.00</b>	<b>19</b>

MONDAY ROUTE SUMMARY FOR						OCTOBER 2013	
MONDAY	Week 1	Week 2	Week 3	Week 4	Week 5		
<b>TOTAL Tons</b>	<b>12.69</b>	<b>13.05</b>	<b>12.21</b>	<b>12.60</b>	<b>0.00</b>		<b>Net Total</b>
# of Stops	2510	2510	2510	2510	2510		<b>50.55</b>
Averages							
Not outs	931	885	924	887	0		<b>907</b>
% of Participation	63%	65%	63%	65%	100%		<b>64%</b>
<b>Lbs per Stop Recycled</b>	<b>16.07</b>	<b>16.06</b>	<b>15.40</b>	<b>15.53</b>	<b>0.00</b>		<b>16</b>

TUESDAY ROUTE SUMMARY FOR						OCTOBER 2013	
TUESDAY	Week 1	Week 2	Week 3	Week 4	Week 5		
<b>TOTAL Tons</b>	<b>7.44</b>	<b>7.21</b>	<b>8.24</b>	<b>7.81</b>	<b>7.03</b>		<b>Net Total</b>
# of Stops	1205	1205	1205	1205	1205		<b>37.73</b>
Averages							
Not outs	370	419	443	430	439		<b>416</b>
% of Participation	69%	65%	63%	64%	64%		<b>66%</b>
<b>Lbs per Stop Recycled</b>	<b>17.82</b>	<b>18.35</b>	<b>21.63</b>	<b>20.15</b>	<b>18.36</b>		<b>19</b>

WEDNESDAY ROUTE SUMMARY FOR						OCTOBER 2013	
WEDNESDAY	Week 1	Week 2	Week 3	Week 4	Week 5		
<b>TOTAL Tons</b>	<b>12.29</b>	<b>11.43</b>	<b>13.03</b>	<b>12.83</b>	<b>8.67</b>		<b>Net Total</b>
# of Stops	1989	1989	1989	1989	1989		<b>58.25</b>
Averages							
Not outs	593	576	619	603	322		<b>598</b>
% of Participation	70%	71%	69%	70%	84%		<b>70%</b>
<b>Lbs per Stop Recycled</b>	<b>17.61</b>	<b>16.18</b>	<b>19.02</b>	<b>18.51</b>	<b>10.40</b>		<b>18</b>

## APPENDIX E - MONTHLY SINGLE FAMILY REPORT DATA (CONTINUED)

THUR RTE # 1	Week 1	Week 2	Week 3	Week 4	Week 5	
Tons - Load 1	3.48	3.24	3.36	3.02	3.11	
Tons - Load 2	0.00	0.00	0.00	0.00	0.00	<b>Net Total</b>
<b>TOTAL Tons</b>	<b>3.48</b>	<b>3.24</b>	<b>3.36</b>	<b>3.02</b>	<b>3.11</b>	<b>16.21</b>
# of Stops	333	333	333	333	333	<b>Averages</b>
Not outs	128	125	122	122	119	123
% of Participation	62%	62%	63%	63%	64%	63%
<b>Lbs per Stop Recycled</b>	<b>33.95</b>	<b>31.15</b>	<b>31.85</b>	<b>28.63</b>	<b>29.07</b>	<b>31</b>

THUR RTE # 2	Week 1	Week 2	Week 3	Week 4	Week 5	
Tons - Load 1	2.67	2.75	2.31	1.95	2.08	
Tons - Load 2	0.00	0.00	0.00	0.00	0.00	<b>Net Total</b>
<b>TOTAL Tons</b>	<b>2.67</b>	<b>2.75</b>	<b>2.31</b>	<b>1.95</b>	<b>2.08</b>	<b>11.76</b>
# of Stops	780	780	780	780	780	<b>Averages</b>
Not outs	246	234	228	264	261	247
% of Participation	68%	70%	71%	66%	67%	68%
<b>Lbs per Stop Recycled</b>	<b>10.00</b>	<b>10.07</b>	<b>8.37</b>	<b>7.56</b>	<b>8.02</b>	<b>9</b>

THUR RTE # 3	Week 1	Week 2	Week 3	Week 4	Week 5	
Tons - Load 1	3.84	3.15	2.92	3.25	3.45	
Tons - Load 2	0.00	0.00	0.00	0.00	0.00	<b>Net Total</b>
<b>TOTAL Tons</b>	<b>3.84</b>	<b>3.15</b>	<b>2.92</b>	<b>3.25</b>	<b>3.45</b>	<b>16.61</b>
# of Stops	482	482	482	482	482	<b>Averages</b>
Not outs	180	150	167	161	159	163
% of Participation	63%	69%	65%	67%	67%	66%
<b>Lbs per Stop Recycled</b>	<b>25.43</b>	<b>18.98</b>	<b>18.54</b>	<b>20.25</b>	<b>21.36</b>	<b>21</b>

FRI RTE # 1	Week 1	Week 2	Week 3	Week 4	Week 5	
Tons - Load 1	2.95	1.69	2.80	2.73	0.00	
Tons - Load 2	0.00	0.00	0.00	0.00	0.00	<b>Net Total</b>
<b>TOTAL Tons</b>	<b>2.95</b>	<b>1.69</b>	<b>2.80</b>	<b>2.73</b>	<b>0.00</b>	<b>10.17</b>
# of Stops	348	348	348	348	348	<b>Averages</b>
Not outs	133	117	127	121	0	100
% of Participation	62%	66%	64%	65%	100%	71%
<b>Lbs per Stop Recycled</b>	<b>27.44</b>	<b>14.63</b>	<b>25.34</b>	<b>24.05</b>	<b>0.00</b>	<b>18</b>

FRI RTE # 2	Week 1	Week 2	Week 3	Week 4	Week 5	
Tons - Load 1	3.44	4.78	4.25	4.20	0.00	
Tons - Load 2	0.00	0.00	0.00	0.00	0.00	<b>Net Total</b>
<b>TOTAL Tons</b>	<b>3.44</b>	<b>4.78</b>	<b>4.25</b>	<b>4.20</b>	<b>0.00</b>	<b>16.67</b>
# of Stops	511	511	511	511	511	<b>Averages</b>
Not outs	123	119	129	124	0	99
% of Participation	76%	77%	75%	76%	100%	81%
<b>Lbs per Stop Recycled</b>	<b>17.73</b>	<b>24.39</b>	<b>22.25</b>	<b>21.71</b>	<b>0.00</b>	<b>17</b>

FRI RTE # 3	Week 1	Week 2	Week 3	Week 4	Week 5	
Tons - Load 1	2.53	2.72	2.85	2.54	0.00	
Tons - Load 2	2.44	3.41	2.25	2.44	0.00	<b>Net Total</b>
<b>TOTAL Tons</b>	<b>4.97</b>	<b>6.13</b>	<b>5.10</b>	<b>4.98</b>	<b>0.00</b>	<b>21.18</b>
# of Stops	1035	1035	1035	1035	1035	<b>Averages</b>
Not outs	258	277	311	276	0	224
% of Participation	75%	73%	70%	73%	100%	78%
<b>Lbs per Stop Recycled</b>	<b>12.79</b>	<b>16.17</b>	<b>14.09</b>	<b>13.12</b>	<b>0.00</b>	<b>11</b>

THURSDAY ROUTE SUMMARY FOR						OCTOBER	2013	
THURSDAY	Week 1	Week 2	Week 3	Week 4	Week 5		<b>Net Total</b>	
TOTAL Tons	9.99	9.14	8.59	8.22	8.64		<b>44.58</b>	
# of Stops	1595	1595	1595	1595	1595		<b>Averages</b>	
Not outs	554	509	517	547	539		533	
% of Participation	65%	68%	68%	66%	66%		67%	
<b>Lbs per Stop Recycled</b>	<b>19.19</b>	<b>16.83</b>	<b>15.94</b>	<b>15.69</b>	<b>16.36</b>		<b>17</b>	

FRIDAY ROUTE SUMMARY FOR						OCTOBER	2013	
FRIDAY	Week 1	Week 2	Week 3	Week 4	Week 5		<b>Net Total</b>	
TOTAL Tons	11.36	12.60	12.15	11.91	0.00		<b>48.02</b>	
# of Stops	1894	1894	1894	1894	1894		<b>Averages</b>	
Not outs	514	513	567	521	0		423	
% of Participation	73%	73%	70%	72%	100%		78%	
<b>Lbs per Stop Recycled</b>	<b>16.46</b>	<b>18.25</b>	<b>18.31</b>	<b>17.35</b>	<b>0.00</b>		<b>14</b>	

Other Recycling Materials:						
	Week 1	Week 2	Week 3	Week 4	Week 5	<b>Net Total</b>
Total Cardboard (lbs)	2620	4190	2170	2380	2130	<b>13490</b>
Total Linens (lbs)	130	50	278	134	450	<b>1042</b>

APPENDIX F - RECYCLING DATA SUMMARY

APPENDIX F - RECYCLING DATA SUMMARY

2013 ROUTES	NOT-OUTS (SINGLE FAMILY) Participation & Park Wgts	MONTHLY DATA												2013 TOTALS AVERAGE				
		JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC		NOT-OUTS/YR			
	Single Family																	
MON	SINGLE FAMILY UNITS ON	2510	2510	2510	2510	2510	2510	2510	2510	2510	2510	2510	2510	2510	2510	2510	2510	
MON	NOT-OUT ACCOUNTS	817	1097	1058	955	913	914	895	860	843	907	907	907	894	894	922	Homes	
TUES	SINGLE FAMILY UNITS ON	1205	1205	1205	1205	1205	1205	1205	1205	1205	1205	1205	1205	1205	1205	1205	1205	
TUES	NOT-OUT ACCOUNTS	499	513	535	471	441	440	441	433	421	420	420	429	410	410	454	Homes	
WEDS	SINGLE FAMILY UNITS ON	1989	1989	1989	1989	1989	1989	1989	1989	1989	1989	1989	1989	1989	1989	1989	1989	
WEDS	NOT-OUT ACCOUNTS	706	734	726	651	596	608	584	573	579	543	543	585	656	656	631	Homes	
THUR	SINGLE FAMILY UNITS ON	1595	1595	1595	1595	1595	1595	1595	1595	1595	1595	1595	1595	1595	1595	1595	1595	
THUR	NOT-OUT ACCOUNTS	620	644	637	611	570	569	559	532	524	533	533	585	598	598	582	Homes	
FRI	SINGLE FAMILY UNITS ON	1894	1894	1894	1894	1894	1894	1894	1894	1894	1894	1894	1894	1894	1894	1894	1894	
FRI	NOT-OUT ACCOUNTS	595	671	637	603	533	529	564	503	519	529	529	549	551	551	565	Homes	
	# of Homes did not recycle	1496	1867	1780	1518	1497	1501	1430	1305	1435	1484	1528	1160					
	Total Participation %	83%	80%	81%	83%	84%	84%	84%	87%	85%	84%	83%	88%					
	Park Name & Wgts	LBS	LBS	LBS	LBS	LBS	LBS	LBS	LBS	LBS	LBS	LBS	LBS	LBS	LBS	LBS	LBS	Total Lbs.
	Harvest Park	0	0	0	0	0	1060	890	990	530	210	0	0	0	0	0	0	3680
	Wakefield Park	0	0	0	480	530	660	130	360	160	0	0	0	270	0	0	0	2590
	Goodrich Park	0	0	0	0	0	770	720	940	300	140	0	0	0	0	0	0	2870
	Hazelwood Park	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Business Recycling Wgts	0	0	0	0	353	751	546	102	271	284	118	430					2855

## APPENDIX G

## EDUCATIONAL TAGS ISSUED IN 2013

<u>ADDRESS</u>	<u>ROUTE DAY</u>	<u>REASON</u>	<u>DATE</u>
1210 Ryan Ave E	Monday	Batteries	11/11/2013
1975 Stanich Ct	Tuesday	Canned Food	4/2/2013
2611 Highwood Ave	Friday	Carpet	9/27/2013
2394 Gall Ave	Wednesday	Carpet	5/22/2013
1871 Maryknoll Ave	Monday	Ceiling Tile	10/7/2013
1820 McKnight Rd N	Monday	Christmas Lights	6/24/2013
3010 Cottage Cr-Cottages Of Hazelwood	Wednesday	Diapers	2/27/2013
1815 Radatz Ave	Wednesday	Dishware	11/20/2013
2135 Mapleview Ave	Wednesday	Dishware	5/1/2013
806 Meyer St	Tuesday	Drain Oil	5/21/2013
2135 Mapleview Ave	Wednesday	Drinking Glass	5/1/2013
2593 Montana	Tuesday	Fish Tank	1/22/2013
2573 Montana Ave E	Tuesday	Garden Hose	6/18/2013
2268 Timber Tr	Friday	Garden Hose	10/11/2013
834 Sterling St S	Friday	Garden Hose	10/11/2013
2555 Upper Afton Rd	Friday	Garden Hose	8/16/2013
2282 Arlington Ave E	Tuesday	Glassware	2/12/2013
1493 Viking Dr E	Wednesday	Light Bulb	10/30/2013
1774 Edward St	Monday	Light Bulb	11/18/2013
1858 East Shore Dr	Monday	Light Bulb	11/18/2013
2374 Highwood Ave	Friday	Light Bulb	11/22/2013
1761 Atlantic St	Monday	Linen mixed with trash	10/7/2013
47 Ferndale St N	Friday	Motor Oil	7/19/2013
2243 McAfee Cir	Monday	Motor Oil	9/30/2013
1234 Dennis St S	Tuesday	Sheetrock	11/26/2013
63 Ferndale St N	Friday	Yard Waste	8/16/2013
1464 Myrtle Ct	Tuesday	Styrofoam	3/12/2013
2616 Clarence St	Wednesday	Styrofoam	1/3/2013
200 Kenwood Dr E	Thursday	Styrofoam	1/4/2013
2465 Carver Ave	Friday	Styrofoam	1/5/2013
2446 Highwood Ave	Friday	Styrofoam	1/5/2013
2641 Red Pine Cir E	Friday	Styrofoam	1/5/2013
2632 Red Pine Cir E	Friday	Styrofoam	1/5/2013
2043 Duluth St	Monday	Styrofoam	1/7/2013
1244 Skillman Ave E	Monday	Styrofoam	1/7/2013
1231 Shryer Ave	Monday	Styrofoam	1/7/2013
1217 Frisbie Ave	Monday	Styrofoam	1/7/2013
1740 Frank St	Monday	Styrofoam	1/7/2013
1784 Edward St	Monday	Styrofoam	1/7/2013
1749 Flandrau St	Monday	Styrofoam	1/7/2013
785 Larpenteur Ave E	Thursday	Styrofoam	1/10/2013

## APPENDIX G - Continued

150 Skillman Ave E	Thursday	Styrofoam	1/10/2013
980 Crestview Dr S	Friday	Styrofoam	1/11/2013
2446 Highwood Ave	Friday	Styrofoam	1/11/2013
858 O'Day	Friday	Styrofoam	1/18/2013
1893 Birmingham St	Monday	Styrofoam	1/21/2013
1263 Dennis St N	Tuesday	Styrofoam	1/22/2013
1572 Brooks Ave E	Wednesday	Styrofoam	1/23/2013
501 Summer Ct	Thursday	Styrofoam	1/24/2013
813 Century Blvd S	Friday	Styrofoam	1/25/2013
1234 Dennis St N	Tuesday	Styrofoam	1/29/2013
1499 Grandview Ave	Wednesday	Styrofoam	2/7/2013
1016 Sterling St S	Friday	Styrofoam	2/8/2013
1370 Ripley Ave	Monday	Styrofoam	2/18/2013
1755 Gulden pl	Monday	Styrofoam	2/18/2013
1885 Manton St	Monday	Styrofoam	2/18/2013
Chisholm Ct	Wednesday	Styrofoam	2/27/2013
2556 Flandrau St	Wednesday	Styrofoam	2/27/2013
2057 Duluth St	Monday	Styrofoam	3/25/2013
975 Lakewood Dr S	Friday	Styrofoam	3/29/2013
2055 Chambers St	Monday	Styrofoam	4/8/2013
1507 Viking Dr E	Wednesday	Styrofoam	4/17/2013
434 Lark Ave	Thursday	Styrofoam	4/25/2013
2982 Frederick pkwy	Wednesday	Trash	2/20/2013
2423 Montana Ave E	Tuesday	Trash	2/12/2013
2651 Brand Ave E	Tuesday	Trash	4/2/2013
1077 Sterling St N	Tuesday	Trash	9/17/2013
1655 Burke Ave E	Monday	Trash	9/23/2013
2080 Prosperity Rd	Monday	Trash	9/23/2013
2034 Kenwood Dr W	Thursday	Trash	10/10/2013
2651 Brand Ave E	Tuesday	Window Glass	4/2/2013
1470 Grandview Ave	Wednesday	Window Glass	10/30/2013
499 Bellwood Ave	Thursday	Wood	1/24/2013
2555 Upper Afton Rd	Friday	Wood	8/16/2013
1002 Farrell	Friday	Wood	11/8/2013
1799 White Bear Ave N	Monday	Wood	11/11/2013
1770 Duluth St	Monday	Wood	12/16/2013
63 Ferndale St N	Friday	Yard Waste	8/16/2013
874 Ferndale St S	Friday	Yard Waste	8/16/2013
3039 Edward St	Wednesday	Yard Waste	12/11/2013
1974 Dieter St	Monday	Yard Waste	6/17/2013

Total Tags Issued in 2013

81

## APPENDIX H - Complaints/compliments

City of Maplewood Complaints/Compliments 2013						
Name	Address	Phone Number	Complaint/Compliment	Date	Time	Response
Resident	1858 East Shore		Recycling Missed	1/8/2013	3:35pm	Told her driver indicated it was not out at 11:06am on 1/7/13 but we would send a driver back on 1/9/13
Resident	200 Belwood		She is a walk up service customer and the trash driver brings her cart to the curb but then the recycling driver doesn't remember to put back up by house or garage	1/24/2013	11:15am	Apologized to her and let her know I would make sure the driver was aware that he needs to bring it back up for her.
Mrs Gregory Reese	763 Roselawn Ave E	651-776-6383	Missed Bagged Recycle	3/28/2013	12:30	Making Recurring Note On Her Address -Tried to Schedule City Recycle Bin - Does Not Want- Offered to Pickup Friday- Declined
Resident	1747 Desoto	776-1860	Bagged Recycling Missed	4/8/2013	9:24am	Apologized and told her the driver would be back the same day to pick it up

APPENDIX H - Complaints/compliments continued

Carol Beck	2665 Gem St	704-0299	Driver backed up into customers lawn- and made marks in lawn	4/10/2013	10am	Apologized and told her I would talk to driver and dispatch and call her back when we will be able to fix	4/10/2013	10:00am
Randall Giesecke	2023 Duluth St	774-0161	Tire marks on street	5/15/2013	9:24am	Told him I would speak with dispatch and have him talk to driver	5/15/2013	9:24am
Multiple Residents	Friday Route		Glass In Street	8/23/2013		Sent street sweeper through route to clean up debris	8/23/2013	Afternoon
Mr.	2708 Midvale	651-387-6513	The personal container that he uses for recycling was thrown away	10/1/2013	1:01pm	Driver was not for sure if he threw away, but told customer to purchase a new one and we will reimburse when we get receipt	10/1/2013	1:01pm

APPENDIX H - Complaints/compliments continued

<p>Resident</p> <p>351 Parkview Ln</p>	<p>Recycling was not picked up</p>	<p>11/1/2013 3:30</p>	<p>Was circled that it was not out- was a different driver and didn't know he uses personal container for recycling. Told him that I would put a note on route so it wouldn't be over looked</p>
<p>Resident</p> <p>2057 Duluth St</p>		<p>11/4/2013</p>	<p>Resident called to ask for a cart but we informed her that as of now they are not available. She proceeded to say that her driver does a wonderful job!</p>
<p>Overson</p> <p>2647 Gem St N</p>	<p>Called to say her driver does a "spectacular" job</p>	<p>12/18/2013 7:15am</p>	<p>Told her we appreciate her taking the time to contacting us with such a nice compliment</p>

# **City of Maplewood Recycling**

## **2014 Work Plan**

**Presented by: Tennis Sanitation, L.L.C.**

**For: City of Maplewood**



## **2014 Maplewood Recycling Work Plan**

### **A. Recycling Cart Distribution/Recycling Bin Collection:**

The 2014-2017 recycling contract specifies that the City will convert its recycling program from the collection of recyclables in bins to carts. The purpose for the conversion is to increase recycling storage space and the ease of recycling with the use of carts; thus increasing recycling tonnage and participation in the City.

In March 2014 Tennis will distribute contractor-supplied recycling carts to all single family homes and townhomes and manufactured homes with curbside recycling collection. Details of the cart distribution/recycling bin collection are outlined in the attached Letter of Understanding which was reviewed by the Environmental and Natural Resources Commission on January 16, 2014.

### **B. Recycling at Small Businesses, Institutions, and Organizations (Schools, Churches, Etc.):**

Tennis will work with the City to encourage and promote recycling at small businesses, institutions and organizations as follows:

1. Assist in drafting City newsletter articles and website updates that notify small businesses and organizations about the City's recycling program opt-in provision.
2. Assist the City in its work with Waste Wise. Waste Wise is a nonprofit affiliate of the Minnesota Chamber of Commerce. They provide free environmental sustainability consulting to Maplewood small businesses and organizations. Consulting includes waste and recycling audits which will help businesses and organizations reduce waste and save money.
3. Attend events to promote the City's recycling program opt-in provision. Events include, but are not limited to:
  - a. Spring Clean Up (April)
  - b. Waterfest (May)
  - c. National Night Out (August)
  - d. Housing and Economic Development Commission Meeting
  - e. St. Paul Area Chamber of Commerce
  - f. White Bear Business Association

4. Supply 95 gallon carts to all businesses and organizations that opt into the City's recycling program.

**C. Targeting Education to Low and Non-Participating Residents:**

Tennis will record participation from residents and will provide the route sheets to the City with the monthly report. Based on the information, Tennis will work with the City to target low and non-participating residents with recycling education as follows:

1. Assist in drafting City newsletter articles and website updates that educate residents about:
  - a. The City's mandatory source separation (recycling) requirement.
  - b. How to recycle.
  - c. What materials can be recycled and what they are recycled into.
  - d. The importance of recycling for the environment and the economy.
2. Assist the City in the creation and implementation of a contest to target low participating neighborhoods. During at least three months in 2014, low participating neighborhoods will be chosen to participate in the contest. Once a week throughout the month one resident in that neighborhood who "gets caught recycling" will be awarded a \$25 gift card.
3. Assist the City in drafting and distributing letters to nonparticipating residents. The letters will educate residents on the importance of recycling and notify them of services available to assist in recycling such as walk up service, recycling cart size options, materials collected, day certain recycling schedule, etc.
4. Attend low participating neighborhoods and multiple housing National Night Out parties to offer recycling education and services.

**D. Recycling Education**

Tennis will work with the Environmental and Natural Resources Commission on recycling education to include:

1. Hosting a tour of Tennis' recycling facility for the Environmental and Natural Resources Commission.

- 2. Attending a workshop with the Environmental and Natural Resources Commission to discuss recycling education, recycling markets, and ways for the City to improve its recycling program.
- 3. Assist the City in the creation of a public service announcement or cable program which highlights the City's recycling program.

Authorization

IN WITNESS WHEREOF, the parties agree to the 2014 Maplewood Recycling Work Plan.

Tennis Sanitation

City of Maplewood

X\_\_\_\_\_

X\_\_\_\_\_

Authorized signature

Authorized signature

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

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

Attachment: Recycling Cart Distribution Letter of Understanding



24 January, 2014

Tennis Sanitation Services, Inc.  
720 4th Street  
Saint Paul Park, MN 55071

**RE: Letter of Understanding Regarding Cart Roll-Out**

Dear Mssrs:

This letter is intended to communicate an understanding between the Parties (the City of Maplewood and Tennis Sanitation) regarding certain expectations each has with respect to some terms of the “new” program of recycling being introduced in Maplewood that may or may not require clarification.

Both Parties acknowledge that the City has elected, pursuant to the existing contract for services, to introduce recycling carts to all single-family, townhome and certain multi-tenant and institutional service addresses within the City that will replace the tubs/bins currently provided for recycling by the City. This option is considered the “contractor provided” option as defined in the existing contract.

Pursuant to the terms of the existing contract the following are also agreed to as part of the service period that is defined as recycling service from 2014-2017:

The City shall provide Tennis with service addresses required to effectively administer the new program.

Tennis shall provide its standard recycling carts, displaying basic recycling information in a form and style consistent with what it provides to all other clients, to all service address provided by City.

It is acknowledged that the initial roll-out will include 65 Gallon carts being provided to all single-family home service addresses and 35 Gallon carts to all townhome and manufactured home service addresses that provide curbside recycling. The previous \$1.75 per household rate (with the collection of recyclables in bins) shall be billed until all service addresses have their recycling carts. The first full month of service of all addresses shall be billed at \$2.50 per household.

Tennis shall continue to provide 95 Gallon carts to multi-family properties and certain small businesses and churches that elect to participate. Tennis agrees to roll-out carts to other service addresses as they opt-into the recycling program from time-to-time.

The City acknowledges that it has provided information to its residents via its city-wide newsletter informing the residents of this new program and pertinent details.

The City acknowledges that Tennis shall be utilizing available public locations, e.g., city park parking lots and other public spaces, to assist in their roll-out as "staging areas." Tennis agrees to use discretion in utilizing these spaces and will communicate with the City as to the locations to be used, when possible, and agrees to not interfere with the use and enjoyment, by the public, of any such space(s) utilized in the process.

Tennis agrees to complete the cart roll-out process beginning in March and continuing through the end of March, weather permitting, but using due-diligence in the process.

Tennis agrees to provide for the collection of existing Maplewood-provided "bins" for recycling at their facility, as they appear, empty, at service addresses through the term of the contract, at no charge to the City or the residents.

Tennis agrees to provide residents with two (2) change-orders per service address to a different size cart (from the one initially placed) at no charge to the City or the resident. All subsequent change-orders for service size of cart shall result in a \$25.00 charge to that service address. A sale/property transfer of the service address shall result in the new service address owner being provided the same change-orders at no charge. Tennis agrees to bill directly for any such changes.

The City acknowledges that it has informed its residents that no change-order shall be processed until three (3) full months of initial service (post-roll-out) has elapsed.

Tennis agrees that any replacement of carts due to defect or cart-failure shall be provided at no-charge to the City or service address.

Tennis agrees to service all service addresses with automated side-loading trucks with the understanding that in the event of excess service requirements being placed on the company, e.g., post-holiday pick-ups, that company may utilize semi-automated trucks and additional staff to provide continuous and efficient service.

Tennis agrees to provide to City monthly and annual reports in their standard format and with data collected in their regular course of business, but shall include:

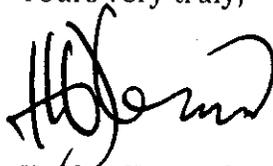
- List of each address specifying the number of times they put out their recycling within the month (this is what the RFID would be used for)
- Monthly tonnage for both single, multi-family and small business/church customers
- Overall breakdown per type of recycling product that was recycled
- List of addresses who were left educational tags for putting a non-recyclable items in their recycling carts
- List of complaints and or compliments

Tennis agrees that the data collected is the same that would be derived from any so-called "RFID" chips that may or may not be installed on service address carts. Should the company decide to convert its carts to such technology the City expects that any reporting required and agreed-to herein shall continue at the same level.

The parties each acknowledge that they are committed to providing this service to the residents of Maplewood with the highest level of service possible and with professionalism as the cornerstone. Tennis acknowledges that the City is committed to being progressive and has as its goal to maximize recycling in Maplewood. The City acknowledges that Tennis is a committed partner in this effort and is similarly committed.

If any of the aforementioned is not acceptable and agreed to by Tennis, please communicate the objections to the City in writing; otherwise this document shall be considered to be binding with respect to its contents and a measure of service for purposes of contract review.

Yours very truly,



H. Alan Kantrud  
General Counsel  
City of Maplewood

\_\_\_\_\_  
HAK

cc: R. Charles Ahl, City Manager  
Melinda Coleman, Assistant City Manager  
Shann Finwall, Environmental Planner

## MEMORANDUM

**TO:** Charles Ahl, City Manager

**FROM:** Tom Ekstrand, Senior Planner  
Melinda Coleman, Assistant City Manager

**DATE:** February 19, 2014

**SUBJECT:** Approval of a Right-of-Way Easement Vacation over City Owned Property north of Cardinal Pointe, 3003 Hazelwood Street

### **Introduction**

Steve Love, of the City of Maplewood's Public Works Department, is requesting that the city council vacate an unneeded public right-of-way easement. This easement was established during the land acquisition process for the County Road D and Hazelwood Street realignment project. It denoted the entire parcel as right-of-way which was more than was needed for the new street alignments. Refer to the attached maps.

In 2012 the City acquired the entire parcel of land and planned to plat the property, dedicate the necessary easements, and ultimately develop the property. The city staff is now requesting that the city council vacate this easement since the actual street rights-of-way have been established and the streets are constructed.

### **Background**

April 11, 2011: The city council vacated excess Hazelwood Street right-of-way. 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. Refer to the attached 2011 right-of-way vacation map.

### **Discussion**

To vacate public right-of-ways and public easements, the city council must determine that it is in the public interest. Now that the County Road D and Hazelwood Street alignments have been established, and those streets constructed, there is no need to retain the excess right-of-way easement that was established for roadway needs. Those two streets are established as dedicated roadways. Therefore, the underlying easement can now be vacated and removed from the property record.

### **Commission Actions**

February 18, 2014: The planning commission recommended approval with the staff recommendation.

**Budget Impact**

None.

**Recommendation**

Adopt the resolution vacating the public right-of-way easement which covers the city-owned property north of 3003 Hazelwood Street. The purpose for the subject right-of-way easement was for the construction of the County Road D and Hazelwood Street realignments. Those roadways are now built and this excess right-of-way easement is not needed any longer for roadway purposes.

**Attachments**

1. Vacation Resolution
2. Memo of Vacation Request by Steve Love dated January 23, 2014
3. Location Map
4. Zoning Map
5. Land Use Plan Map
6. Easement Location Map
7. 2011 Right-of-Way Vacation
8. Planning Commission Minutes of February 18, 2014

p:3\Hazelwood Public ROW Vacation\Hazelwood & D Property Vacation Request by City  
CC Report 3 14 te

## VACATION RESOLUTION

WHEREAS, Steve Love of the Maplewood Public Works Department, applied for the vacation of the following:

Section 3, Township 29 North, Range 22 West, Excepting the southerly 2,075 feet; That party lying easterly of Burlington Northern Railroad Right-of-Way of the northwest one quarter (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.

WHEREAS, the history of this vacation is as follows:

1. On February 18, 2014, the planning commission held a public hearing. The city staff published a notice in the Maplewood Review. The planning commission gave everyone at the hearing a chance to speak and present written statements.
2. On \_\_\_\_\_, the city council considered reports and recommendations from the city staff and planning commission.

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

PIN: 03-29-22-21-0118

NOW, THEREFORE, BE IT RESOLVED that the city council \_\_\_\_\_ the above-described vacation for the following reason:

This right-of-way easement was established for the construction of the County Road D and Hazelwood Street realignments. Those roadways are now built and this excess right-of-way easement is not needed any longer for roadway purposes.

The Maplewood City Council \_\_\_\_\_ this resolution on \_\_\_\_\_.

**TO: Tom Ekstrand, Senior Planner**  
**FROM: Steven Love, Assistant City Engineer**  
**SUBJECT: Hazelwood Right-Of-Way Vacation Request**  
**DATE: 1/23/2014**

#### **HISTORY**

In 2007 the City of Maplewood was in the process of acquiring property located at the southwest corner of the intersection of County Road D and Hazelwood Avenue. This property was necessary to establish street right-of-way for the realigned County Road D as part of City project No. 02-07. Document 4258696 was filed as part of this process, which awarded the City the right-of-way it needed. In 2012 the City of Maplewood acquired the entire parcel of land, in fee, and planned to plat the property, dedicate the necessary easements, and ultimately develop the property.

The City of Maplewood is currently in the process of completing the final plat of the property located at the southwest corner of County Road D and Hazelwood with the newly configured roadway. In order to complete the plat and ensure the property is ready for development it is necessary to vacate any right-of-way easement that Document No. 4258696 may have established.

#### **PROPOSED VACATION**

The attached map shows the property and area of the easement that Document No. 4258696 may have established. This parcel of land is in the process of being platted. All necessary right-of-way and easements for streets and utility purposes are being dedicated on the proposed plat.

11

FILED  
Court Administrator

STATE OF MINNESOTA

DEC 20 2010

DISTRICT COURT

COUNTY OF RAMSEY

By [Signature] Deputy

SECOND JUDICIAL DISTRICT  
Case Type: Eminent Domain

City of Maplewood,

Case No. 62-CV-07-2999  
Honorable Dale B. Lindman

Petitioner,

v.

FINAL  
CERTIFICATE

Richard J. Schreier,

Respondent.

IN THE MATTER OF THE CONDEMNATION OF CERTAIN LANDS  
FOR HIGHWAY PURPOSES

This is to certify that:

1. A petition was filed by the City of Maplewood, a municipal corporation with the Ramsey County District Court on September 21, 2007, which stated the necessity of acquiring certain lands hereinafter described for the purpose of acquiring perpetual right-of-way easements and temporary easements there to.
2. Petitioner and Respondent have stipulated to the value of those lands and have settled this matter without necessity of hearings or commissioners' findings.
3. The amount so agreed upon represent the full amount due and owing as damages arising from the condemnation to be paid to any interested parties as a result of the taking herein of the premises described as follows:

See: Exhibit A attached hereto.

6. That any, "temporary easements" shall expire no later than December 31, 2010.

Dated: December 17, 2010

[Signature]  
H. Alan Kantrud  
1830 East Court Road B  
Maplewood, MN 55109  
Telephone: (651) 249.2022  
Attorney for Petitioner

LYNAE K.E. OLSON, Court Administrator, Ramsey County, State of Minnesota, does hereby certify that the attached is a true and correct copy of the original on file and of record in my office.

Dated this 17 day of Dec, 2010  
LYNAE K.E. OLSON, Court Administrator  
By [Signature] Deputy  
File No. 62-CV-07-2999

1-2

EXHIBIT A

Legal Description of Property acquired:

Section 3, Township 29 North, Range 22 West, Excepting the southerly 2,075 feet; That party lying easterly of Burlington Northern Railroad Right-of-way of the northwest one quarter (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.

PROPERTY IS ABSTRACT

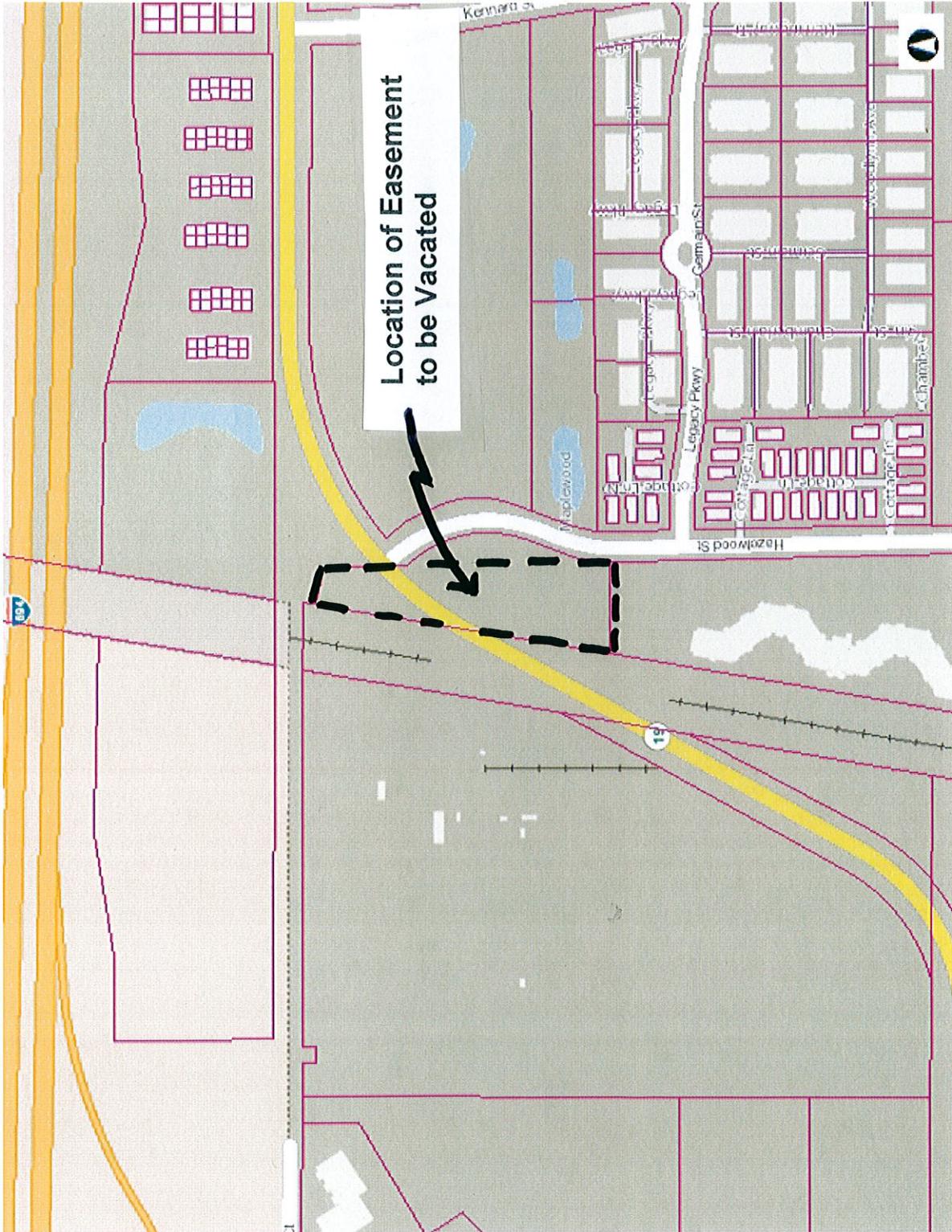
PIN: 03-29-22-21-0004

LYNAE K.E. OLSON, Court Administrator, Ramsey County, State of Minnesota, does hereby certify that the attached instrument is a true and correct copy of the original on file and of record in my office.

Dated this Dec day of 2010  
LYNAE K.E. OLSON, Court Administrator  
By [Signature] Deputy  
File No. [Number]



2  
2



Legend



- City Halls
- Schools
- Hospitals
- Fire Stations
- Police Stations
- Recreational Centers
- Parcel Points
- Parcel Boundaries

LOCATION MAP

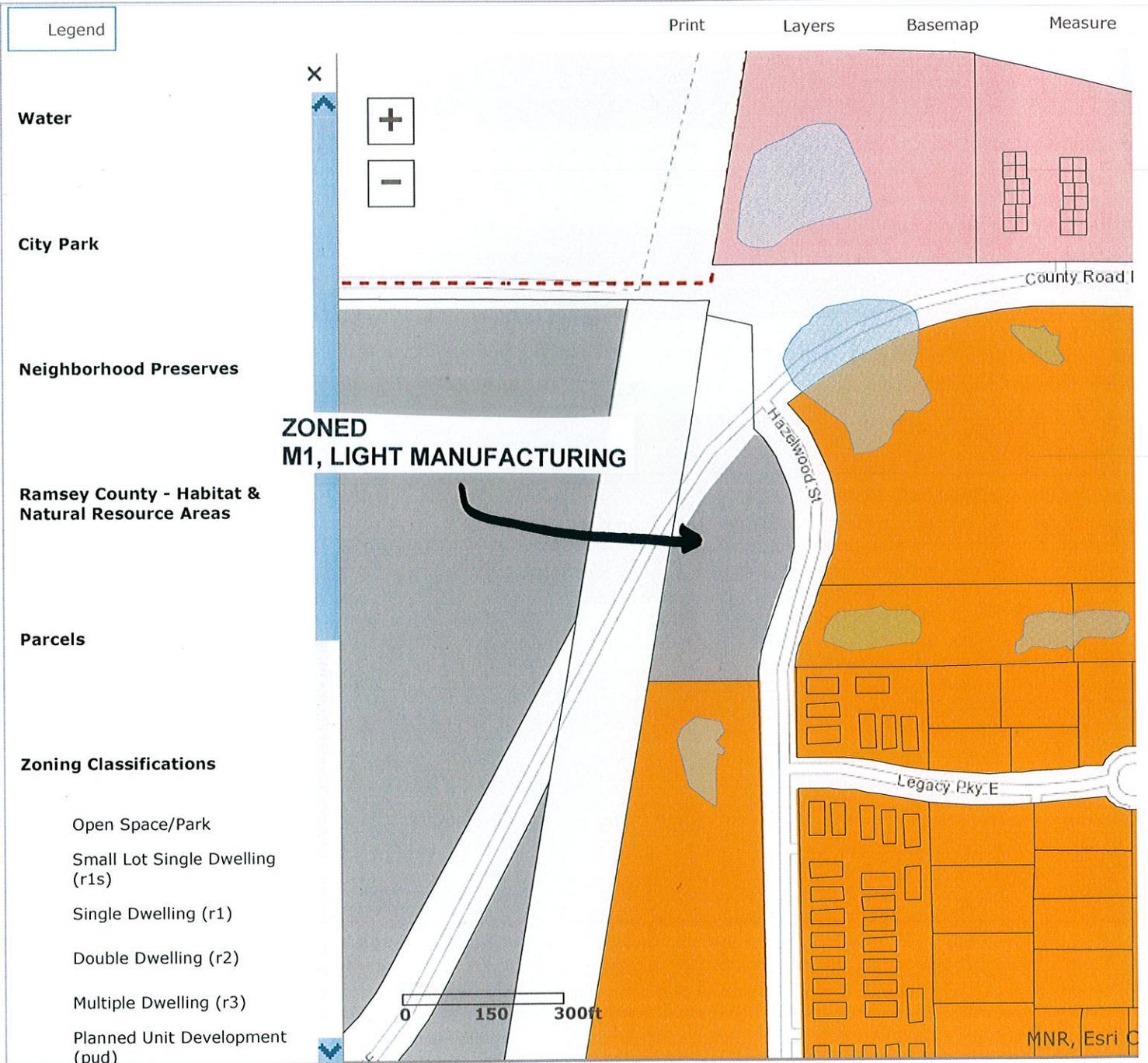
This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

THIS MAP IS NOT TO BE USED FOR NAVIGATION



679.1  
 0 339.55 679.1 Feet  
 NAD\_1983\_HARN\_Adj\_MN\_Ramsey\_Feet  
 © Ramsey County Enterprise GIS Division

# Maplewood Base Map



## ZONING MAP

# Maplewood Base Map



## LAND USE PLAN MAP





**DRAFT**  
**MINUTES OF THE MAPLEWOOD PLANNING COMMISSION**  
**1830 COUNTY ROAD B EAST, MAPLEWOOD, MINNESOTA**  
**TUESDAY, FEBRUARY 18, 2014**

**5. PUBLIC HEARING**

**a. Approval of a Right-of-Way Easement Vacation over City Owned Property north of Cardinal Pointe, 3003 Hazelwood Street**

- i. Senior Planner, Tom Ekstrand gave the report on the Approval of a Right of Way Easement Vacation over City Owned Property north of Cardinal Pointe, 3003 Hazelwood Street and answered questions of the commission.

Chairperson Desai opened the public hearing.

Nobody came forward to address the commission.

Chairperson Desai closed the public hearing.

Commissioner Trippler moved to adopt the resolution vacating the public right of way easement which covers the city-owned property north of 3003 Hazelwood Street. The purpose for the subject right of way easement was for the construction of the County Road D and Hazelwood Street Realignment. Those roadways are now built and this excess right-of-way easement is not needed any longer for roadway purposes.

Seconded by Commissioner Donofrio.

Ayes – All

The motion passed.

## MEMORANDUM

**TO:** Chuck Ahl, City Manager

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

**DATE:** February 28, 2014

**SUBJECT:** East Metro Public Safety Training Center, City Project 09-09, Approval of Resolution Receiving Bids and Awarding Contract for Bid Package 3

### Introduction

Bids were opened for Project 09-09 - Bid Package 3 - on February 13, 2014. The award of bid will be now be considered by the Council.

### Discussion

Bid Package 3 consists generally of the site civil work, internal site utilities, traffic signal, new entrance, and Marshlands work. Six bids were received and are listed below:

Company	Base Bid	Alternate 1
Miller Excavating, Inc.	\$762,490.40	\$14,800.00
Park Construction Co.	\$783,888.35	\$12,100.00
Forest Lake Contracting, Inc.	\$816,564.85	\$9,000.00
Burschville Construction Inc.	\$881,812.20	\$16,000.00
Northdale Construction	\$898,171.22	\$23,500.00
Veit & Company Inc.	\$955,000.00	\$7,000.00

The engineer's estimate was \$772,870 for the base bid, and \$6,500 for Alternate 1. Based on the project budget and targeting construction costs of approximately \$770,000, it is recommended to award the Base Bid at a cost of \$762,490.40 but it is not recommended to award the Alternate at this time. The Base Bid amount will put the total project over budget, but the work is required to complete the site work and staff is working on a revised financing plan.

### Budget Impact

Currently a budget of \$4,335,000 is approved for the Phase 1 work including a \$3,000,000 grant from the State of Minnesota to design and construct a significant portion of the proposed improvements and \$450,000 grant from the Ramsey County Environmental Response. The following is a summary of the currently approved financing plan:

## FUNDING

ITEM	FUNDING SOURCE	AMOUNT
1	STATE BONDING BILL GRANT	\$3,000,000
2	RAMSEY CO ERF GRANT	\$450,000
3	CITY EUF FUND	\$250,000
4	CITY CIP FUND	\$250,000
5	EAST METRO JPA – SPECIAL ASSESSMENT	\$175,000
6	MNDOT/MSA STREET ACCOUNT	\$55,000
7	ST PAUL REGIONAL WATER SERVICES (WATER MAIN LOOP)	\$55,000
8	SANITARY SEWER FUND	\$50,000
9	ST PAUL WAC FUND	\$50,000
TOTAL PHASE 1		\$4,335,000

The budget will likely be revised in April. The revised budget would reflect the additional contributions of Saint Paul Water and MnDOT, and also identify the coverage in an anticipated gap of approximately \$180,000.

### **Recommendation**

It is recommended that the council approve the attached resolution for the East Metro Public Safety Training Center, City Project 09-09, Receiving Bids and Awarding a Contract to Miller Excavating, Inc., for the Base Bid for Bid Package 3.

### **Attachments**

1. Resolution Receiving Bids and Awarding Contract to Miller Excavating, Inc.

**RESOLUTION  
RECEIVING BIDS AND AWARDING CONTRACT**

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MAPLEWOOD, MINNESOTA, that the Base Bid of Miller Excavating, Inc., in the amount of \$762,490.40, is the lowest responsible bid for the East Metro Public Safety Training Center: Bid Package 3 – City Project 09-09, and the mayor and city manager are hereby authorized and directed to enter into a contract with said bidder for and on behalf of the city.

The finance director is hereby authorized to make the financial transfers necessary to implement the financing plan for the project as previously approved by council.

Adopted by the council on this 10<sup>th</sup> day of March 2014

**MEMORANDUM**

**TO:** City Council

**FROM:** Charles Ahl, City Manager

**DATE:** March 4, 2014

**SUBJECT:** Council Calendar Update

**Introduction/Background**

This item is informational and intended to provide the Council an indication on the current planning for upcoming agenda items and the Work Session schedule. These are not official announcement of the meetings, but a snapshot look at the upcoming meetings for the City Council to plan their calendars. No action is required.

**Upcoming Agenda Items & Work Session Schedule**

1. Council – Management Retreat – March 5<sup>th</sup>, 8:30 am to 4:30 pm
2. Meeting to discuss Edgerton School basketball hoops - March 12<sup>th</sup> , 6:00 pm at St. Jerome's Church
3. MCC Strategy – March 24 [45 min]
4. Parks Survey Results – March 24 [60 min]
5. EDA Meeting – March 24 and April 28
6. April 7 – ULI Navigating the New Normal
7. Commissioner Interviews – April 14
8. Presentation of Retreat Report – April 14
9. Roles of City Council in Emergency Management – April 28
10. Ramsey – Washington Metro Watershed District Presentation – April 28
11. CAFR 2013 Auditor Presentation – May 12
12. Cancel second meeting in May; Memorial Day Conflict

**Budget Impact**

None.

**Recommendation**

No action required.

**Attachments**

None.

**MEMORANDUM**

**TO:** City Council  
**FROM:** Charles Ahl, City Manager  
**DATE:** March 4, 2014  
**SUBJECT:** Information on Employee License Expense

**Introduction/Background**

This item is informational and no action is required.

At the February 24<sup>th</sup> meeting, an issue was referred to the City Manager for investigation regarding reimbursement for employee licensure expenses.

Professional and work-required licenses and certificates are reimbursed to employees through collective bargaining contracts with the various organizations within our City. A majority of our job descriptions require licensure [for example registered Civil Engineer or Emergency Medical Technician certification]. These minimum requirements for employees are necessary for the employee to be hired for a position. Once the employee is hired, those licenses or certifications require continual education to remain up-to-date with current technology and procedures. Those license updates and certificate educations are required to protect the City from liability claims on public improvements or performance of duties. Because it is a benefit to the City that our employees are current with their licenses and certificates, we provide reimbursement for license updates as part of all bargaining contracts. Any changes would need to be part of the bargaining process. We do not recommend any changes.

**Budget Impact**

None.

**Recommendation**

No action required.

**Attachments**

None.

**MEMORANDUM**

**TO:** City Council  
**FROM:** Charles Ahl, City Manager  
**DATE:** March 4, 2014  
**SUBJECT:** Discussion on Cost Recovery for Baker Claim  
a. Intent to Close Meeting (§13D.05 subd.3)

**Introduction/Background**

On February 14, 2014, the City was notified that it was awarded costs for litigation brought during the Western Hills Street Improvement Project [City Project 10-14].

The City Council will go into closed session to discuss the outcome of the litigation and proposal on how to proceed to recover costs incurred during this litigation.

**Budget Impact**

To be discussed in closed session.

**Recommendation**

It is recommended that the City Council go into closed session to discuss cost recovery from litigation on the Western Hills project.

**Attachments**

None

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Meeting Date: 3-10-2014Agenda Item#: Na

## Redistribution of 2013 Excess Franchise Fees

2013 Excess Franchise Fees

720,584.00

City/Township	Comcast Revenues	Percentage Share of Comcast Revenues	Redistribution Payment	2013 Webstreaming Costs	Payment Amount
BIRCHWOOD	250,704.07	0.7534%	5,428.88	0.00	5,428.88
DELLWOOD	417,200.91	1.2538%	9,034.68	0.00	9,034.68
GRANT	686,448.82	2.0629%	14,864.93	0.00	14,864.93
LAKE ELMO	1,815,908.62	5.4572%	39,323.71	0.00	39,323.71
MAHTOMEDI	1,995,936.76	5.9982%	43,222.07	0.00	43,222.07
MAPLEWOOD	8,415,324.93	25.2898%	182,234.25	12,179.88	170,054.37
NORTH ST. PAUL	2,275,863.14	6.8394%	49,283.62	5,569.80	43,713.82
OAKDALE	5,856,841.03	17.6010%	126,829.99	0.00	126,829.99
VADNAIS HEIGHTS	2,958,131.67	8.8898%	64,058.48	0.00	64,058.48
WHITE BEAR LAKE	5,724,292.72	17.2027%	123,959.90	0.00	123,959.90
WHITE BEAR TWP	2,767,974.70	8.3183%	59,940.34	0.00	59,940.34
WILLERIE	110,971.18	0.3335%	2,403.15	0.00	2,403.15
TOTAL	33,275,598.55	100.000%	720,584.00	17,749.68	702,834.32

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

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

Date: March 10, 2014

	<u>Name - First &amp; Last</u> <i>(please print clearly)</i>	<u>Address</u>	<u>Agenda Item</u>
1.	<u>Mark Bradley</u>	<u>2164 Woodlawn Ave</u>	<u>Public Pies.</u>
2.	<u>Mark Jenkins</u>	<u>830 New Century Blvd's</u>	<u>Gateway Corridor</u> <i>Visitor presentation</i>
3.	<u>Bob Zick</u>	<u>NSP</u>	<u>L</u>
4.	<u> </u>	<u> </u>	<u> </u>
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