

**AGENDA**  
**MAPLEWOOD CITY COUNCIL**  
7:00 P.M. Monday, April 14, 2014  
City Hall, Council Chambers  
Meeting No. 07-14

**A. CALL TO ORDER**

**B. PLEDGE OF ALLEGIANCE**

**C. ROLL CALL**

Mayor's Address on Protocol:

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

**D. APPROVAL OF AGENDA**

**E. APPROVAL OF MINUTES**

1. Approval of March 24, 2014 City Council Workshop Minutes
2. Approval of March 24, 2014 City Council Meeting Minutes

**F. APPOINTMENTS AND PRESENTATIONS**

1. Approval of Resolution Proclaiming Arbor Day
2. Approval of Environmental and Natural Resources Commission 2013 Annual Report
3. Life Safety Awards (No Report)

**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 to Hire Consultant to Update Job Evaluation System and Conduct a Classification and Compensation Study
3. Approval of a Temporary Lawful Gambling Permit and Waiver of Permit Fee, Church of the Presentation of the Blessed Virgin Mary, 1725 Kennard Street
4. Approval of a Temporary Lawful Gambling Permit for St. Pascal Baylon Church, 2100 White Bear Avenue
5. Approval of a Motor Fuel Station License for Holiday Stationstores Inc, 2729 Stillwater Road
6. Approval of Access Agreement with MPCA for Installation of Monitoring Well at Geranium Park
7. Approval of Resolution Directing Modification of Existing Construction Contract, Change Order No. 2, East Metro Public Safety Training Center Phase I Bid Package 5 Improvements, City Project 09-09
8. Approval to Purchase 2014-2015 Road Salt
9. Approval of \$300 Contribution Toward the Zero-Waste Contract for the Waterfest Event

10. Approval of a Conditional Use Permit Review, T-Mobile Cellular Telephone Tower at Harmony Learning Center, 1961 County Road C East
11. Approval of Metropolitan Livable Communities Act Grant Agreement for Villages at Frost and English
12. Approval of 2014 Youth Service Bureau Service Agreement

**H. PUBLIC HEARINGS**

1. Approval of a Resolution to Consider Giving Host Approval to the Issuance by the City of Falcon Heights of a Revenue Obligation to Mounds Park Academy Project

**I. UNFINISHED BUSINESS**

1. Approval of Resolution Adopting Revised Assessment Roll, Arkwright-Sunrise Area Improvements, City Project 12-09

**J. NEW BUSINESS**

1. Approval of Resolution Defining Precinct Boundaries and Polling Locations
2. Approval of Republic Services' Annual Review - 2013 Trash and Yard Waste Report and 2014 Work Plan

**K. AWARD OF BIDS**

None

**L. VISITOR PRESENTATIONS**

**M. ADMINISTRATIVE PRESENTATIONS**

1. Council Calendar Update

**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, March 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 5:33 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 of Parks Community Survey Results**

Ron Vine, Vice President from ETC Institute that conducted the survey gave a detailed presentation of the survey results.

**F. ADJOURNMENT**

Mayor Slawik adjourned the meeting at 6:42 p.m.

**MINUTES**  
**MAPLEWOOD CITY COUNCIL**  
7:00 p.m., Monday, March 24, 2014  
Council Chambers, City Hall  
Meeting No. 06-14

**A. CALL TO ORDER**

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

Police Chief Schnell gave a brief report on the shooting incident that took place on County Road B East, North of City Hall during the day on Monday, March 24, 2014.

**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**

- M1 Spring Clean Up Reminder
- M2 Recycling Carts
- M3 Maplewood North Lions Club 50<sup>th</sup> Anniversary
- M4 Human Right Commission Art Contest
- M5 Project Family Connect
- M6 Report on Cable Commission
- M7 Gateway Commission and TAB

Councilmember Juenemann moved to approve the agenda as submitted.

Seconded by Councilmember Koppen                      Ayes – All

The motion passed.

**E. APPROVAL OF MINUTES**

**1. Approval of March 10, 2014 City Council Meeting Minutes**

Councilmember Cardinal moved to approve the March 10, 2014 City Council Meeting Minutes as submitted.

Seconded by Councilmember Juenemann                      Ayes – All

The motion passed.

**F. APPOINTMENTS AND PRESENTATIONS**

None

**G. CONSENT AGENDA**

Councilmember Juenemann requested that consent agenda item G2 be highlighted.

Councilmember Koppen moved to approve agenda items G1-G5.

Seconded by Councilmember Juenemann                      Ayes – All

The motion passed.

**1. Approval of Claims**

Councilmember Koppen moved to approve the Approval of Claims.

ACCOUNTS PAYABLE

\$ 162,021.54	Checks # 92104 thru # 92153 dated 03/11/14 thru 03/15/14
\$ 497,848.83	Disbursements via debits to checking account dated 03/03/14 thru 03/07/14
\$ 781,447.78	Checks # 92154 thru # 92186 dated 03/11/14 thru 03/18/2014
\$ 255,675.06	Disbursements via debits to checking account dated 03/10/14 thru 03/14/14
<u>\$ 1,696,993.21</u>	Total Accounts Payable

PAYROLL

\$ 536,803.03	Payroll Checks and Direct Deposits dated 03/14/14
\$ 1,013.00	Payroll Deduction check # 9989915 thru # 9989917 dated 03/14/14
<u>\$ 537,816.03</u>	Total Payroll
<u><u>\$ 2,234,809.24</u></u>	GRAND TOTAL

Seconded by Councilmember Juenemann                      Ayes – All

The motion passed.

**2. Approval of Resolution Accepting Donation to Volunteers in Police Service**

## Program

Police Chief Schnell gave the staff report.

Councilmember Koppen moved to approve the Resolution Accepting the Grant from CenturyLink Clarke M. Williams Foundation in the amount of \$500 to support the Volunteers in Police Service Program.

Resolution 14-3-1049  
EXPRESSING ACCEPTANCE OF AND APPRECIATION OF  
A DONATION TO THE MAPLEWOOD POLICE DEPARTMENT

WHEREAS, CenturyLink has presented to the Maplewood Police Department a grant in the amount of \$500; and

WHEREAS, this grant is intended for the purpose of supporting the Police Department's programs and services; and

WHEREAS, the Maplewood City Council is appreciative of the donation and commends CenturyLink for their civic efforts,

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Maplewood, Minnesota, that:

1. The donation is accepted and acknowledged with gratitude; and
2. The donation will be appropriated for the Police Department as designated; and
3. The appropriate budget adjustments will be made.

Seconded by Councilmember Juenemann                      Ayes – All

The motion passed.

### **3. Approval of a Conditional Use Permit Review, CarMax, Mogren Retail Addition**

Councilmember Koppen moved to approve to review the CarMax Conditional Use Permit and the Mogren Retail Addition Planned Unit Development again in one year.

Seconded by Councilmember Juenemann                      Ayes – All

The motion passed.

### **4. Approval of Dupre Settlement and Waiver of Liability Agreement, TH 36/English Street**

Councilmember Koppen moved to approve the Settlement and Waiver Liability Agreement for the Dupre property located at 1071 County Road B East as part of City Project 09-08; and authorize the City Manager and City Attorney to sign the Settlement and Waiver of Liability Agreement signifying council approval.

Seconded by Councilmember Juenemann

Ayes – All

The motion passed.

**5. Approval to Authorize Ramsey County to Perform 2014 Street Striping**

Councilmember Koppen moved to approve Ramsey County to perform City pavement striping needs, in an amount not to exceed \$27,000.

Seconded by Councilmember Juenemann

Ayes – All

The motion passed.

**H. PUBLIC HEARING**

**1. Arkwright-Sunrise Area Improvements, Project 12-09**

**a. Assessment Hearing, 7:00 p.m.**

**b. Resolution Adopting Assessment Roll**

**c. Resolution Receiving Bids and Awarding Construction Contract**

Assistant City Engineer Love gave the staff presentation and answered questions of the council.

Mayor Slawik opened the public hearing. No one spoke.

Mayor Slawik closed the public hearing.

Councilmember Juenemann moved to approve the Resolution for Adopting Assessment Roll for the Arkwright-Sunrise Area Improvements, City Project 12-09.

Resolution 14-3-1050  
Adopting Assessment Roll

WHEREAS, pursuant to a resolution adopted by the City Council on February 24, 2014, calling for a Public Hearing, the assessment roll for the Arkwright-Sunrise Area Improvements, City Project 12-09 was presented in a Public Hearing format, pursuant to Minnesota Statutes, Chapter 429, and

WHEREAS, the following property owners have filed objections to their assessments according to the requirements of Minnesota Statutes, Chapter 429, summarized as follows:

- a. Parcel 08-29-22-33-0076 – Thomas R. Dooley; 0 Viking Drive  
It is currently proposed that the property be assessed for 1 unit. Mr. Dooley is requesting an undeveloped property deferral.

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

1. Such proposed assessment, a copy of which is attached hereto and made a part hereof, is hereby accepted and shall constitute the special assessment

against the lands named therein, and each tract of land therein included is hereby found to be benefited by the proposed improvement in the amount of the assessment levied against it.

2. That the City Engineer and City Clerk are hereby instructed to review the objections received and report to the City Council at the regular meeting on April 14, 2014, as to their recommendations for adjustments.
3. The assessment roll for the Arkwright-Sunrise Area Improvements as amended, without those property owners' assessments that have filed objections, a copy of which is attached hereto and made a part hereof, is hereby adopted. Said assessment roll shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the proposed improvement in the amount of the assessment levied against it.
4. Such assessments shall be payable in equal annual installments extending over a period of 15 years for residential properties and 8 years for commercial properties, the first installments to be payable on or before the first Monday in January 2015 and shall bear interest at the rate of 4.6 percent per annum from the date of the adoption of this assessment resolution. To the first installment shall be added interest on the entire assessment from the date of this resolution until December 31, 2014. To each subsequent installment when due shall be added interest for one year on all unpaid installments.
5. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, but no later than November 15, 2014, pay the whole of the assessment on such property, with interest accrued to the date of the payment, to the city clerk, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of this resolution; and they may, at any time after November 15, 2014, pay to the county auditor the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the next succeeding year.
6. The City Engineer and City Clerk shall forthwith after November 15, 2014, but no later than November 16, 2014, transmit a certified duplicate of this assessment to the county auditor to be extended on the property tax lists of the county. Such assessments shall be collected and paid over the same manner as other municipal taxes.

Adopted by the council on this 24th day of March 2014.

Seconded by Councilmember Koppen

Ayes – All

The motion passed.

Councilmember Koppen moved to approve the Resolution Receiving Bids and Awarding

Construction Contract to Palda and Sons Inc. for the Arkwright-Sunrise Area Improvements, City Project 12-09.

Resolution 14-3-1051  
Receiving Bids and Awarding Construction Contract

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF MAPLEWOOD, MINNESOTA, that the bid of Palda and Sons, Inc. in the amount of \$4,082,463.64 is the lowest responsible bid for the construction of Arkwright-Sunrise Area Improvements – City Project 12-09, 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 24th day of March 2014.

Seconded by Councilmember Juenemann                      Ayes – All

The motion passed.

**I. UNFINISHED BUSINESS**

**1. Approval of Consulting Services Contract with Hoisington Kogler Group (HKGi) for the Creation of the Parks System Master Plan**

Parks and Recreation Director Konewko gave the staff report and answered questions of the council. Mark Jenkins spoke as a member of the group that interviewed consulting firms. Ron Cockriel, Chair of the Parks and Recreation Commission addressed the council and gave additional information.

Councilmember Koppen moved to approve the City Manager to enter into a contract with HKGI not to exceed \$98,000 to provide consulting services for the creation of the Parks System Master Plan.

Seconded by Councilmember Juenemann                      Ayes – All

The motion passed.

**J. NEW BUSINESS**

**1. Approval of an On-Sale Intoxicating Liquor License for Royal Wombat, Inc— McCarron's Pub & Grill, 1986 Rice Street**

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

Councilmember Koppen moved to approve the On-Sale Intoxicating Liquor License for Royal Wombat, Inc. dba McCarron's Pub & Grill located at 1986 Rice Street.

Seconded by Councilmember Cardinal                      Ayes – All

The motion passed.

**K. AWARD OF BIDS**

None

**L. VISITOR PRESENTATION**

1. Mark Bradley, Maplewood Resident

**M. ADMINISTRATIVE PRESENTATIONS**

**1. Council Calendar Update**

City Manager Ahl gave the update providing the council with upcoming meeting and events. Assistant City Manager Coleman spoke about the Urban Land Use Workshop that will be held on Monday, April 7, 2014 at 5:00 p.m. in the Council Chambers at City Hall.

**2. Report on Bruentrup Farm Events**

Assistant City Manager Coleman gave the report on the status of the Bruentrup Farm.

**N. COUNCIL PRESENTATIONS**

**1. Spring Clean Up Reminder**

Councilmember Juenemann reminded residents that Saturday, April 19<sup>th</sup> from 8:00 a.m. to 1:00 p.m. at Aldrich Arena is the annual spring clean up.

**2. Recycling Cart**

Councilmember Juenemann provided information on the recycling carts that were and are being delivered to residents. Specifically to give the larger carts that are being delivered a three month trial period and if they desire a smaller cart make the switch after three months.

**3. Maplewood North Lions Club 50<sup>th</sup> Anniversary**

Councilmember Koppen informed residents that the Maplewood North Lions Club celebrated their 50<sup>th</sup> Anniversary and talked about the things they do for people in the community.

**4. Human Rights Commission Message on Arts Contest**

Councilmember Cardinal informed residents about the Maplewood 2014 Human Right Commission Arts Contest for students to celebrate the 50<sup>th</sup> Anniversary of the Civil Rights Act of 1964. City Clerk Guilfoile provided additional information.

**5. Project Family Connect**

Councilmember Cardinal informed residents about the Project Family Connect in conjunction with School District 622 scheduled for Saturday, April 26, 2014 from 8:00 a.m.

to 2:00 p.m. at Woodland Hills.

**6. Report on Cable Commission**

Councilmember Abrams gave a report on the March 2014 Cable Commission Meeting and some questions she had regarding the audit report.

**7. Gateway Commission and TAB**

Mayor Slawik gave a report on the Gateway Commission Meeting. Mark Jenkins addressed the council and gave additional information about the meeting. He invited residents to attend the next Scoping Meeting (open house) on Tuesday, March 24, 2014 from 4:30 p.m. to 6:30 p.m. at the Conway Rec Center in St. Paul.

Mayor Slawik gave a report on the TAB Committee Meeting she attended in March 2014.

Police Chief Schnell gave a brief report on the Ceremony for the new President of the Hmong 18 Council that was held at Gethsemane Lutheran Church on Saturday, March 22, 2014 that was attended by Mayor Slawik and himself.

**O. ADJOURNMENT**

Mayor Slawik adjourned the meeting at 8:31 p.m.

## MEMORANDUM

**TO:** Chuck Ahl, City Manager

**FROM:** DuWayne Konewko, Parks and Recreation Director  
Ginny Gaynor, Natural Resources Coordinator

**DATE:** April 4, 2014

**SUBJECT:** Approval of Resolution Proclaiming Arbor Day

### **Introduction**

Arbor Day is observed throughout the United States and the world as a day to celebrate trees. Maplewood has scheduled an Arbor Day celebration for Saturday, May 10, 2014. Staff requests that council consider proclaiming May 10, 2014 as Arbor Day in Maplewood.

### **Discussion**

National Arbor Day is the last Friday of April, but the date varies by state to coincide with planting times. In Minnesota, Governor Dayton has proclaimed Arbor Day as Friday, April 25 this year, and the month of May as Arbor Month. Minnesota communities observing Arbor Day typically schedule celebrations in late April or early May.

Maplewood has scheduled an Arbor Day celebration at the Maplewood Nature Center on Saturday, May 10, at 1:30pm. From 1:30pm - 2:30pm, there will be a tree identification walk at the Nature Center for families and individuals. From 2:30pm - 4:00pm there will be tree crafts and activities for families. The event is free and registration is requested by May 9, 2014.

Trees provide numerous benefits to individuals and to the community. They reduce erosion, provide shade, cut heating and cooling costs, moderate temperature, clean the air, produce oxygen, provide habitat for wildlife, and provide wood and paper products. Trees increase property values and enhance the beauty of our community.

An Arbor Day proclamation supports the city's sustainability initiatives and encourages residents to value, plant, and care for trees. A proclamation is also one of the requirements for being designated a Tree City USA. Maplewood has been designated a Tree City each year since 2011, and will continue to reapply annually.

### **Recommendation**

Staff requests that the City Council approves the resolution proclaiming May 10, 2014 as Arbor Day in Maplewood.

### **Attachments**

1. Arbor Day Proclamation

# ARBOR DAY PROCLAMATION

Whereas, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

Whereas, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

Whereas, Arbor Day is now observed throughout the nation and the world, and

Whereas, trees can reduce the erosion of topsoil by wind and water, cut heating and cooling costs, moderate temperatures, clean the air, produce oxygen and provide habitat for wildlife, and

Whereas, trees are a renewable resource giving us paper, wood for homes, fuel for fires, and countless other wood products, and

Whereas, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, and

Whereas, trees are a source of joy and beauty,

NOW, THEREFORE, BE IT RESOLVED THAT, May 10, 2014, is hereby designated Arbor Day in the City of Maplewood.

Further, all citizens are encouraged to celebrate Arbor Day and support efforts to protect our trees and woodlands.

Adopted this 14th day of April, 2014.

SIGNED:

WITNESSED:

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

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**MEMORANDUM**

**TO:** Chuck Ahl, City Manager  
**FROM:** Shann Finwall, AICP, Environmental Planner  
**DATE:** April 8, 2014  
**SUBJECT:** Approval of Environmental and Natural Resources Commission 2013 Annual Report

**Introduction**

Annually the Environmental and Natural Resources (ENR) Commission submits a report to the City Council. The report outlines actions and activities taken by the Commission during the preceding year, recommendations needed to existing ordinances or policies based on past reviews, and goals envisioned for the upcoming year. The report serves as a means of updating the City Council on the Commission's accomplishments and obtaining feedback on proposed goals.

**Background**

The ENR Commission approved the 2013 Annual Report on March 17, 2014.

**Budget Impact**

None

**Recommendation**

Approve the Environmental and Natural Resources Commission 2013 Annual Report

**Attachments**

1. Environmental and Natural Resources Commission 2013 Annual Report

**Environmental and Natural Resources Commission 2013 Annual Report  
City of Maplewood**

**Approved by the Commission on March 17, 2014**

Preface

The Environmental and Natural Resources (ENR) Commission is charged with protecting, preserving and enhancing the environment of the City of Maplewood.

Members

The ENR Commission consists of seven members appointed by the City Council. Membership terms are for three years, with extensions for additional terms approved by the City Council. The current membership is as follows:

<u>Board Member</u>	<u>Membership Began</u>	<u>Term Expires</u>
Judith Johannessen	07/14/08	09/30/14
Cynthia Schafer	11/15/12	09/30/14
Dale Trippler	02/25/08	09/30/15
Randee Edmundson	02/08/10	09/30/15
Ginny Yingling	11/30/06	09/30/16
Ann Palzer	07/25/11	09/30/16
Deborah Fideldy	11/14/13	09/30/16

Commissioner Mason Sherrill resigned on September 30, 2013 after serving on the Commission for six years and ten months and on the Environmental Committee prior to her Commission appointment. Commissioner Deborah Fideldy was appointed to fill the vacant position left by Commissioner Mason Sherrill with a term expiring 2016. Commissioners Yingling and Palzer were reappointed to three-year terms, with terms expiring 2016.

Chair and Vice Chair

Each year the Commission appoints Commissioners to serve as Chair and Vice Chair. On January 16, 2014, the Commission appointed Commissioner Palzer to be the Chair and Commissioner Trippler to be the Vice Chair. Previously (2013) the Chair was Commissioner Johannessen and the Vice Chair was Commissioner Palzer.

Meetings

The ENR Commission meetings are held the third Monday of every month at 7:00 p.m. In 2013, the ENR Commission held 11 of their 12 regular scheduled monthly meetings; two were rescheduled due to National holidays that fall on a Monday in January and February and one was cancelled due to summer holiday schedules.

2013 Attendance

<b>Commissioner</b>	<b>Attendance</b>
Cynthia Schafer	10 of 11
Ann Palzer	10 of 11
Dale Trippler	10 of 11
Judith Johannessen	10 of 11
Ginny Yingling	9 of 11
Randee Edmundson	8 of 11
Carol Mason Sherrill	7 of 09 (Resigned in September)
Deborah Fideldy	1 of 01 (Began in December)

Reviews and Accomplishments

The ENR Commission is an important piece of the City's environmental planning efforts. One of the Commission's missions is developing and promoting sustainable practices for city policies and procedures. In 2013 the ENR Commission worked on the following environmental issues:

1. Environmental Assessment Worksheet for the 3M Research and Development Building
2. Extension to Tennis Sanitation's Recycling Contract
3. Parks Citizen Advisory Team
4. Tree City USA
5. Annual Review of the Maplewood Residential Recycling Program
6. Arkwright-Sunrise Area Street Improvements
7. Wetland and Shoreland Ordinance Variances for a Swimming Pool at 660 Eldridge Ave. E.
8. Annual Review of the Maplewood Trash Program
9. Regional Indicators Initiative
10. Environmental Utility Fee Credit
11. Participation in the Spring Clean Up (April 20)
12. Participation in the Metro Cities Environmental Commissions Meeting (May 14)
13. National Pollutant Discharge Elimination System Phase II/MS4 Permit, 2012 Annual Report
14. Screening of A Chemical Reaction and Facilitated Discussion on Lawn Chemical Use
15. Capital Improvement Plan for 2015-2019
16. Participation at the Waterfest Event (June 1)
17. Subsurface Sewage Treatment Systems Ordinance
18. Update on Maplewood Turf Management and Pesticide Use on Parks and Public Land
19. Participation in National Night Out (August 6)
20. Tree Ordinance
21. Wetland Buffer Waiver for the Maplewood Fire Station No. 1
22. Update on Green Building Code
23. Annual Sustainability Report

Goals

During the January 2014 Commission meeting, the ENR Commissioners chose the following goals for 2014:

1. Tree Policies – Complete updates to the City’s tree ordinance and policies to meet the City’s new Living Streets Policy;
2. Environmental Education – Work with the City’s recycling contractor to educate and promote the City’s recycling program. This will include a tour of the recycling contractor’s facility, videotaping of the tour for a Spotlight on Maplewood show, and a workshop between the Commission and contractor to discuss recycling markets and ways to improve the City’s recycling program;
3. Urban Agriculture – Update existing ordinances to promote and eliminate barriers to urban agriculture.

### Implementation of Goals

During the February Commission meeting, the ENR Commissioners reviewed the goals and determined how best to implement them throughout the year as follows: 1) Tree Policies and Environmental Education - the Commission will continue to work as a full Commission to complete updates to the tree ordinance and continued efforts toward environmental education. 2) Urban Agriculture – the Commission authorized the formation of a subcommittee on March 17, 2014. The subcommittee will review urban agriculture issues and report back to the full Commission. Commissioners Edmundson, Yingling, and Schafer were appointed to serve on the urban agriculture subcommittee.

### Conclusion

The ENR Commission will continue to carry out their mission as follows:

1. Establish environmental priorities for the City.
2. Make recommendations on policies, procedures and ordinances that control, protect, preserve, and enhance the City’s environmental assets.
3. Participate in the mission and goal of the Maplewood Nature Center and Neighborhood Preserves.
4. Promote greater use and appreciation of the City’s environmental assets.
5. Sponsor environmental projects to enhance, repair, replace, or restore neglected or deteriorating environmental assets of the City.
6. Develop educational programs that foster the mission of the Commission.
7. Develop and promote sustainable practices for City policies and procedures.

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**MEMORANDUM**

**TO:** Chuck Ahl, City Manager  
**FROM:** Gayle Bauman, Finance Director  
**DATE:** April 4, 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:

\$ 483,513.94	Checks # 92187 thru # 92223 dated 03/25/14
\$ 418,411.49	Disbursements via debits to checking account dated 03/17/14 thru 03/21/14
\$ 663,142.43	Checks #92224 thru #92268 dated 03/25/14 thru 04/01/14
\$ 241,860.68	Disbursements via debits to checking account dated 03/24/14 thru 03/28/14
\$ 488,256.17	Checks # 92272 thru # 92319 dated 04/01/14 thru 04/08/14
\$ 1,646,505.97	Disbursements via debits to checking account dated 03/31/14 thru 04/04/14
<u>\$ 3,941,690.68</u>	Total Accounts Payable

PAYROLL

\$ 527,279.26	Payroll Checks and Direct Deposits dated 03/28/14
\$ 1,263.15	Payroll Deduction check # 9989939 thru # 9989942 dated 03/28/14
<u>\$ 528,542.41</u>	Total Payroll
<u><u>\$ 4,470,233.09</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.

lk  
 attachments

**Check Register  
City of Maplewood**

03/20/2014

Check	Date	Vendor	Description	Amount	
92187	03/25/2014	00120	AQUA LOGIC INC	MCC POOL CHEMICALS	598.93
	03/25/2014	00120	AQUA LOGIC INC	MCC POOL CHEMICALS	81.24
92188	03/25/2014	05028	ENERGY ALTERNATIVES SOLAR, LLC	CITY HALL SOLAR SYSTEM LEASE-MARCH	397.00
	03/25/2014	05028	ENERGY ALTERNATIVES SOLAR, LLC	MCC SOLAR SYSTEM LEASE - MARCH	369.00
92189	03/25/2014	02396	SHANN FINWALL	REIMB FOR MILEAGE 1/13 - 3/6	56.00
92190	03/25/2014	00585	GOPHER STATE ONE-CALL	NET BILLABLE TICKETS - FEB 2ND HALF	97.35
92191	03/25/2014	04206	H A KANTRUD	ATTORNEY SRVS FEES/RENT - APRIL	15,766.67
92192	03/25/2014	04220	ISS FACILITY SERVICES-MN	EVERGLAZE RESTROOM FLOORS	1,783.50
92193	03/25/2014	05311	WILLIE MCCRAY	B-BALL OFFICIALS 3/1-3/8 FINAL PMT	832.00
92194	03/25/2014	00985	METROPOLITAN COUNCIL	WASTEWATER - APRIL	230,271.57
92195	03/25/2014	04316	CITY OF MINNEAPOLIS RECEIVABLES	AUTO PAWN SYSTEM - FEB	481.50
92196	03/25/2014	01337	RAMSEY COUNTY-PROP REC & REV	911 DISPATCH SERVICES - FEB	31,877.31
	03/25/2014	01337	RAMSEY COUNTY-PROP REC & REV	FLEET SUPPORT FEE - FEB	458.64
92197	03/25/2014	01337	RAMSEY COUNTY-PROP REC & REV	PROJ 09-08 RECORDING FEES	46.00
92198	03/25/2014	05305	TOSHIBA FINANCIAL SERVICES	CONTRACT 500-0371999	870.12
	03/25/2014	05305	TOSHIBA FINANCIAL SERVICES	CONTRACT 500-0380041	313.62
	03/25/2014	05305	TOSHIBA FINANCIAL SERVICES	CONTRACT 500-0282620	162.80
	03/25/2014	05305	TOSHIBA FINANCIAL SERVICES	CONTRACT 500-0373496	82.50
	03/25/2014	05305	TOSHIBA FINANCIAL SERVICES	CONTRACT 500-0349366	75.70
92199	03/25/2014	04192	TRANS-MEDIC	EMS BILLING - FEB	3,877.06
92200	03/25/2014	01190	XCEL ENERGY	ELECTRIC & GAS UTILITY	9,286.89
	03/25/2014	01190	XCEL ENERGY	ELECTRIC & GAS UTILITY	3,750.86
	03/25/2014	01190	XCEL ENERGY	ELECTRIC & GAS UTILITY	1,178.29
	03/25/2014	01190	XCEL ENERGY	ELECTRIC & GAS UTILITY	583.94
	03/25/2014	01190	XCEL ENERGY	FIRE SIRENS	51.38
92201	03/25/2014	01974	BLUE CROSS REFUNDS	REFUND FOR TRANS MEDIC 804161090	99.67
92202	03/25/2014	00211	BRAUN INTERTEC CORP.	PROJ 13-10 PROF SRVS THRU 2/21	988.75
92203	03/25/2014	00228	BRUCE NELSON PLBG. & HTG. INC.	HEAT REPAIR STATION 4	231.00
92204	03/25/2014	03310	CDW GOVERNMENT INC	SMARTNET PHONE LICENSES 2013-2014	3,237.49
92205	03/25/2014	05339	CHRIS MASTELL TRAILER RENTALS	STORAGE FOR PDEP	250.00
92206	03/25/2014	03658	CHARLES DEAVER	REIMB FOR MILEAGE 1/1 - 3/14	48.50
92207	03/25/2014	04311	JOSEPH DEMULLING	REIMB FOR K9 CAMP & FOOD	311.30
92208	03/25/2014	05333	ETC INSTITUTE	PARKS & REC COMMUNITY SURVEY #2	2,104.50
92209	03/25/2014	03725	FINANCE AND COMMERCE, INC.	PROJ 12-09 PUB OF AD FOR BID	311.37
92210	03/25/2014	00827	L M C I T	WORK COMP QTR APR-JUN	108,312.50
	03/25/2014	00827	L M C I T	INSURANCE QTR PREMIUM APR-JUN	44,361.25
92211	03/25/2014	04239	L3 COM MOBILE-VISION, INC.	MAINT AGREEMENT IN-CAR VIDEO SYS	1,900.00
	03/25/2014	04239	L3 COM MOBILE-VISION, INC.	MAINT AGREE INTERVIEW RM VIDEO	1,425.00
92212	03/25/2014	00846	LANGUAGE LINE SERVICES	PHONE-BASED INTERPRETIVE SRVS	115.49
92213	03/25/2014	05341	LEARNING MEETS QUALITY LLC	WORKSHOP - MARCH	300.00
92214	03/25/2014	00935	MAPLEWOOD FIRE FIGHTERS RELIEF	2014 FIRE AID SUPPLEMENTAL	6,000.00
92215	03/25/2014	00983	METRO SALES INC	LEASE PMT 3/15 - 4/15	453.00
92216	03/25/2014	01933	MUNICIPAL CODE CORP	3/2014-2/2015 CODE ON INTERNET FEE	550.00
92217	03/25/2014	01175	CITY OF NORTH ST PAUL	MONTHLY UTILITIES - FEBRUARY	3,072.13
	03/25/2014	01175	CITY OF NORTH ST PAUL	FIBER OPTIC ACCESS CHG - MARCH	1,000.00
92218	03/25/2014	00001	ONE TIME VENDOR	REFUND MANIMEKALAI - LICENSE FEE	673.00
92219	03/25/2014	01341	RAMSEY CO FIRE CHIEFS ASSN	MEMBERSHIP DUES	60.00
92220	03/25/2014	01345	RAMSEY COUNTY	HAZARDOUS WASTE LIC 5/2014-4/2015	228.15
92221	03/25/2014	02001	CITY OF ROSEVILLE	ADD'L LICENSES AIRWATCH MOBILE DEVIK	1,420.00
92222	03/25/2014	05320	SUN BADGE CO	POLICE DEPT BADGE ORDER	582.47
92223	03/25/2014	05013	YALE MECHANICAL LLC	EQUIP QTR MAINT	1,268.25
	03/25/2014	05013	YALE MECHANICAL LLC	EQUIP QTR MAINT	860.25
					483,513.94
<b>37 Checks in this report.</b>					

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

Settlement			
<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
3/17/2014	MN State Treasurer	Drivers License/Deputy Registrar	55,740.37
3/17/2014	U.S. Treasurer	Federal Payroll Tax	104,135.25
3/17/2014	P.E.R.A.	P.E.R.A.	96,726.38
3/17/2014	VANCO	Billing fee	137.25
3/18/2014	MN State Treasurer	Drivers License/Deputy Registrar	22,593.65
3/18/2014	MidAmerica - ING	HRA Flex plan	16,644.57
3/18/2014	Labor Unions	Union Dues	2,114.90
3/18/2014	MN State Treasurer	State Payroll Tax	21,492.90
3/19/2014	MN State Treasurer	Drivers License/Deputy Registrar	44,963.84
3/20/2014	MN State Treasurer	Drivers License/Deputy Registrar	20,393.11
3/20/2014	MN Dept of Revenue	Sales Tax	6,501.00
3/20/2014	MN Dept of Revenue	Fuel Tax	924.54
3/21/2014	MN State Treasurer	Drivers License/Deputy Registrar	20,602.03
3/21/2014	Optum Health	DCRP & Flex plan payments	4,571.70
3/21/2014	MN Dept of Natural Resources	DNR electronic licenses	870.00
			418,411.49

\*Detailed listing of VISA purchases is attached.

**Check Register  
City of Maplewood**

03/27/2014

<u>Check</u>	<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>	
92224	03/25/2014	05180	ROGER AND NAOMI INC.	PROJ 09-08 SETTLEMENT/MUTUAL REL	340,000.00
92225	03/25/2014	01345	RAMSEY COUNTY	DOC#4280978 ESCROW EITLAND MORTG	150,000.00
92226	04/01/2014	02149	HEIDI CAREY	MARKETING & ADVERTISING - MARCH	4,000.00
92227	04/01/2014	00305	MELINDA COLEMAN	REIMB FOR CAKE D FISHER FAREWELL	17.99
92228	04/01/2014	01973	ERICKSON OIL PRODUCTS INC	CAR WASHES - FEBRUARY	46.09
92229	04/01/2014	02728	KIMLEY-HORN & ASSOCIATES INC	PROJ 12-14 PROF SRVS THRU 2/28	55,979.06
	04/01/2014	02728	KIMLEY-HORN & ASSOCIATES INC	PROJ 09-08 PROF SRVS THRU 2/28	4,520.89
	04/01/2014	02728	KIMLEY-HORN & ASSOCIATES INC	PROJ 14-01 PROF SRVS THRU 02/28	1,417.75
92230	04/01/2014	00881	STEVE LUKIN	REIMB FOR SUPPLIES	67.47
92231	04/01/2014	02617	ALESIA METRY	SECURITY OFFICER MCC 3/22 EVENT	175.00
92232	04/01/2014	01202	NYSTROM PUBLISHING CO INC	MAPLEWOOD MONTHLY - MARCH	9,131.28
92233	04/01/2014	01409	S E H	COMMUNITY CENTER ASSESSMENT	8,905.00
	04/01/2014	01409	S E H	PROJ 14-04 ENGINEERING FEES	566.85
92234	04/01/2014	00100	ANCOM COMMUNICATIONS INC	2 WAY RADIOS	2,222.00
92235	04/01/2014	04419	LOUISE A. BEAMAN	VOLLEYBALL REFEREE 2/13 - 3/19	300.00
92236	04/01/2014	01865	DON BOWMAN	ASSIGNMENTS 2ND HALF WINTER VB	31.50
92237	04/01/2014	04886	KAREN MARIE BOWMAN	VOLLEYBALL REFEREE 2/13 - 3/19	585.00
92238	04/01/2014	05343	CATHERINE A DUPRE &	SETTLEMENT/WAIVER LIABILITY AGREE	2,608.13
92239	04/01/2014	00412	DONALD SALVERDA & ASSOCIATES	ENROLLMENT FEE	600.00
92240	04/01/2014	05283	EMERGENCY RESPONSE SOLUTIONS	LIGHT TOWER-STATE GRANT WILL REIMB	14,951.37
92241	04/01/2014	00545	GFOA	MEMBERSHIP RENEWAL 5/1/14-4/30/15	250.00
92242	04/01/2014	05285	CHASSITY HALL	VOLLEYBALL REFEREE 2/13 - 3/19	225.00
92243	04/01/2014	04947	HARDRIVES, INC.	COMPLETION OF MAINT AGREEMENT	1,500.00
92244	04/01/2014	04846	HEALTH EAST	MEDICAL SUPPLIES	794.43
92245	04/01/2014	03538	PATRICK JAMES HUBBARD	VOLLEYBALL REFEREE 2/13 - 3/19	675.00
92246	04/01/2014	05322	KARL STORZ	C-MAC VIDEO LARYNGOSCOPE'S	37,156.46
92247	04/01/2014	04992	KERN, DEWENTER, VIERE, LTD	2013 AUDIT	19,000.00
92248	04/01/2014	04420	ROBIN MCNULTY	VOLLEYBALL REFEREE 2/13 - 3/19	150.00
92249	04/01/2014	04007	MN DEPT OF HEALTH	PROJ 12-09 WATERMAINS PLAN REVIEW	150.00
92250	04/01/2014	00001	ONE TIME VENDOR	REIMB K BEITLER DRIVEWAY COSTS	600.00
92251	04/01/2014	00001	ONE TIME VENDOR	REFUND C DEVINE RED CROSS	144.00
92252	04/01/2014	00001	ONE TIME VENDOR	REFUND F CORICH TRANS MEDIC	80.00
92253	04/01/2014	00001	ONE TIME VENDOR	REFUND M NOGGLE MEMBERSHIP	72.85
92254	04/01/2014	00001	ONE TIME VENDOR	REFUND T BILDER MEMBERSHIP	56.78
92255	04/01/2014	01863	ROGER PACKER	VOLLEYBALL REFEREE 2/13 - 3/19	600.00
92256	04/01/2014	02008	RAMSEY COUNTY PUBLIC WORKS	SALT BRINE SOLUTION JAN-FEB	531.70
92257	04/01/2014	04432	EUGENE E. RICHARDSON	VOLLEYBALL REFEREE 2/13 - 3/19	450.00
92258	04/01/2014	02663	CARL SAARION	VOLLEYBALL REFEREE 2/13 - 3/19	275.00
92259	04/01/2014	01418	SAM'S CLUB DIRECT	VENDING MACHINE SUPPLIES	275.29
	04/01/2014	01418	SAM'S CLUB DIRECT	REFRESHMENTS CITY COUNCIL RETREAT	19.34
92260	04/01/2014	03879	SANSIO	EMS FEES - APRIL	738.67
92261	04/01/2014	05120	RICH SCHELL	VOLLEYBALL REFEREE 2/13 - 3/19	300.00
92262	04/01/2014	00006	SILVER FIT	REFUND R CASPERSON MEMBERSHIP	35.70
92263	04/01/2014	05188	JENNA SOBERG	VOLLEYBALL REFEREE 2/13 - 3/19	75.00
92264	04/01/2014	04883	SPRING LAKE PARK FIRE DEPT INC	BLUE CARD TRAINING	1,000.00
92265	04/01/2014	01836	ST PAUL, CITY OF	MARKETING MATERIALS	1,453.83
92266	04/01/2014	03288	UNIVERSITY AUTO SALES	TITLE TRANSFER OVERPAYMENT	33.00
92267	04/01/2014	01872	MARK WEBER	VOLLEYBALL REFEREE 2/13 - 3/19	150.00
92268	04/01/2014	05284	BOB WOSICK	VOLLEYBALL REFEREE 2/13 - 3/19	225.00

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663,142.43

45 Checks in this report.

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

Settlement Date	Payee	Description	Amount
3/24/2014	MN State Treasurer	Drivers License/Deputy Registrar	26,413.55
3/25/2014	MN State Treasurer	Drivers License/Deputy Registrar	25,053.66
3/26/2014	MN State Treasurer	Drivers License/Deputy Registrar	26,679.94
3/27/2014	MN State Treasurer	Drivers License/Deputy Registrar	41,724.37
3/28/2014	MN State Treasurer	Drivers License/Deputy Registrar	32,434.78
3/28/2014	MN Dept of Natural Resources	DNR electronic licenses	1,052.50
3/28/2014	US Bank VISA One Card*	Purchasing card items	52,344.06
3/28/2014	ICMA (Vantagepointe)	Deferred Compensation	4,049.00
3/28/2014	ING - State Plan	Deferred Compensation	31,052.00
3/28/2014	Optum Health	DCRP & Flex plan payments	1,056.82
			241,860.68

\*Detailed listing of VISA purchases is attached.

Transaction Date	Posting Date	Merchant Name	Transaction Amount	Name
03/19/2014	03/20/2014	L A POLICE GEAR INC	\$89.30	MARK ALDRIDGE
03/14/2014	03/17/2014	PITNEYBOWES ONLINEBILL	\$153.99	GAYLE BAUMAN
03/11/2014	03/11/2014	PITNEY BOWES PI	\$153.99	REGAN BEGGS
03/11/2014	03/13/2014	ST PAUL STAMP WORKS INC	\$26.90	REGAN BEGGS
03/17/2014	03/19/2014	PAPER PLUS-ROS00108803	\$642.60	REGAN BEGGS
03/17/2014	03/19/2014	PAPER PLUS-ROS00108803	\$227.77	REGAN BEGGS
03/17/2014	03/19/2014	PAPER PLUS-ROS00108803	\$435.55	REGAN BEGGS
03/17/2014	03/19/2014	PAPER PLUS-ROS00108803	\$174.22	REGAN BEGGS
03/17/2014	03/19/2014	PAPER PLUS-ROS00108803	\$392.00	REGAN BEGGS
03/17/2014	03/19/2014	ST PAUL STAMP WORKS INC	\$26.90	REGAN BEGGS
03/19/2014	03/20/2014	PAKOR, INC.	\$443.06	REGAN BEGGS
03/11/2014	03/11/2014	APL*APPLE ITUNES STORE	\$22.42	CHAD BERGO
03/17/2014	03/19/2014	PAYPAL *CODEBLUE	\$150.00	BRIAN BIERDEMAN
03/14/2014	03/17/2014	BLUE RIBBON BAIT & TACKLE	\$12.29	OAKLEY BIESANZ
03/07/2014	03/10/2014	THE HOME DEPOT 2801	(\$51.29)	NEIL BRENEMAN
03/07/2014	03/10/2014	THE HOME DEPOT 2801	\$85.64	NEIL BRENEMAN
03/07/2014	03/10/2014	THE HOME DEPOT 2810	\$51.29	NEIL BRENEMAN
03/11/2014	03/13/2014	LAKESHORE PLAYERS INC	\$146.00	NEIL BRENEMAN
03/18/2014	03/20/2014	NAPA STORE 3279016	\$30.98	TROY BRINK
03/18/2014	03/20/2014	ESCH CONSTRUCTION SUPPLY	\$978.00	TROY BRINK
03/14/2014	03/17/2014	FIRST SHRED	\$41.00	SARAH BURLINGAME
03/19/2014	03/21/2014	OREILLY AUTO 00020743	(\$54.58)	JOHN CAPISTRANT
03/19/2014	03/21/2014	OREILLY AUTO 00020743	\$54.58	JOHN CAPISTRANT
03/19/2014	03/21/2014	OREILLY AUTO 00020743	\$50.95	JOHN CAPISTRANT
03/07/2014	03/10/2014	VIKING ELECTRIC-CREDIT DE	\$492.53	SCOTT CHRISTENSON
03/07/2014	03/10/2014	THE HOME DEPOT 2801	\$41.42	SCOTT CHRISTENSON
03/12/2014	03/13/2014	STATE SUPPLY	\$312.74	SCOTT CHRISTENSON
03/12/2014	03/13/2014	STATE SUPPLY	\$231.06	SCOTT CHRISTENSON
03/12/2014	03/13/2014	STATE SUPPLY	\$296.55	SCOTT CHRISTENSON
03/18/2014	03/20/2014	THE HOME DEPOT 2801	\$2.97	SCOTT CHRISTENSON
03/16/2014	03/17/2014	TWIN CITIES TRANS & REC	\$70.00	KERRY CROTTY
03/18/2014	03/20/2014	KWIK TRIP 45400004549	\$39.01	KERRY CROTTY
03/09/2014	03/11/2014	HOMEDEPOT.COM	\$69.92	CHARLES DEAVER
03/11/2014	03/12/2014	G&K SERVICES 182	\$118.42	CHARLES DEAVER
03/13/2014	03/14/2014	FRATTALLONES WOODBURY AC	\$2.25	CHARLES DEAVER
03/18/2014	03/19/2014	FRATTALLONES WOODBURY AC	\$5.33	CHARLES DEAVER
03/06/2014	03/10/2014	NUCO2 01 OF 01	\$213.66	TOM DOUGLASS
03/06/2014	03/10/2014	NUCO2 01 OF 01	\$154.97	TOM DOUGLASS
03/06/2014	03/10/2014	NUCO2 01 OF 01	\$264.66	TOM DOUGLASS
03/06/2014	03/10/2014	NUCO2 01 OF 01	\$172.56	TOM DOUGLASS
03/06/2014	03/10/2014	NUCO2 01 OF 01	\$261.90	TOM DOUGLASS
03/10/2014	03/12/2014	THE HOME DEPOT 2801	\$48.78	TOM DOUGLASS
03/11/2014	03/13/2014	VALLEY HARDWARE	\$185.00	TOM DOUGLASS
03/11/2014	03/13/2014	COMMERCIAL POOL & SPA SUP	\$246.35	TOM DOUGLASS
03/11/2014	03/13/2014	COMMERCIAL POOL & SPA SUP	\$332.09	TOM DOUGLASS
03/12/2014	03/14/2014	THE HOME DEPOT 2801	\$19.36	TOM DOUGLASS
03/13/2014	03/14/2014	DUNCAN CO.	\$227.34	TOM DOUGLASS
03/17/2014	03/18/2014	VIKING ELECTRIC - ST PAUL	\$34.17	TOM DOUGLASS
03/17/2014	03/18/2014	JOHNSON HEALTH TECH	\$135.59	TOM DOUGLASS
03/18/2014	03/19/2014	THE TRANE COMPANY	\$983.48	TOM DOUGLASS
03/18/2014	03/19/2014	IN *EXTRACTOR CORPORATION	\$662.00	TOM DOUGLASS
03/19/2014	03/21/2014	THE HOME DEPOT 2801	\$40.12	TOM DOUGLASS
03/20/2014	03/21/2014	VESSCO, INC.	\$286.61	TOM DOUGLASS
03/10/2014	03/11/2014	NATIONAL TACTICAL OFFICE	\$40.00	MICHAEL DUGAS
03/18/2014	03/20/2014	THE HOME DEPOT 2801	(\$10.24)	DOUG EDGE

03/18/2014	03/20/2014	VERIZON WRLS N7845-01	\$32.12	DOUG EDGE
03/18/2014	03/20/2014	THE HOME DEPOT 2801	\$154.00	DOUG EDGE
03/12/2014	03/13/2014	OREILLY AUTO 00020743	\$11.97	PAUL E EVERSON
03/12/2014	03/13/2014	CUB FOODS #1599	\$15.72	PAUL E EVERSON
03/07/2014	03/10/2014	HIRSHFIELDS/ROSEDALE SQU	\$117.31	LARRY FARR
03/10/2014	03/12/2014	SPRINT STORE #1900	\$53.55	LARRY FARR
03/11/2014	03/12/2014	G&K SERVICES 182	\$746.77	LARRY FARR
03/11/2014	03/12/2014	CINTAS 470	\$91.30	LARRY FARR
03/12/2014	03/13/2014	CINTAS 470	\$334.12	LARRY FARR
03/13/2014	03/14/2014	CINTAS 470	\$26.78	LARRY FARR
03/15/2014	03/17/2014	CINTAS 470	\$123.59	LARRY FARR
03/15/2014	03/17/2014	CINTAS 470	\$67.10	LARRY FARR
03/17/2014	03/18/2014	A-1 VACUUM CLEANER COMP	\$1,549.37	LARRY FARR
03/18/2014	03/19/2014	DAVIS LOCK & SAFE	\$167.50	LARRY FARR
03/20/2014	03/21/2014	CINTAS 470	\$91.30	LARRY FARR
03/10/2014	03/11/2014	AMERICAN PLANNING ASSOCI	\$455.00	SHANN FINWALL
03/14/2014	03/17/2014	BLACK BOX CORPORATION	\$124.30	MYCHAL FOWLDS
03/14/2014	03/17/2014	BLACK BOX CORPORATION	\$24.86	MYCHAL FOWLDS
03/07/2014	03/10/2014	HP DIRECT-PUBLICSECTOR	\$1,175.71	NICK FRANZEN
03/08/2014	03/10/2014	HP DIRECT-PUBLICSECTOR	\$149.00	NICK FRANZEN
03/11/2014	03/12/2014	HP DIRECT-PUBLICSECTOR	\$159.00	NICK FRANZEN
03/14/2014	03/17/2014	HP DIRECT-PUBLICSECTOR	\$1,175.71	NICK FRANZEN
03/15/2014	03/17/2014	IDU*INSIGHT PUBLIC SEC	\$416.28	NICK FRANZEN
03/15/2014	03/17/2014	SHI CORP	\$379.00	NICK FRANZEN
03/16/2014	03/17/2014	HP DIRECT-PUBLICSECTOR	\$1,169.00	NICK FRANZEN
03/18/2014	03/19/2014	HP DIRECT-PUBLICSECTOR	\$840.00	NICK FRANZEN
03/18/2014	03/19/2014	SHI CORP	\$298.00	NICK FRANZEN
03/19/2014	03/20/2014	DATA Q DIRECT	\$537.19	NICK FRANZEN
03/08/2014	03/10/2014	PANERA BREAD #1305	\$19.69	CLARENCE GERVAIS
03/08/2014	03/10/2014	LITTLE CAESARS 1456 0006	\$29.46	CLARENCE GERVAIS
03/18/2014	03/20/2014	OFFICE DEPOT #1090	\$67.37	JEAN GLASS
03/07/2014	03/10/2014	VZWRLSS*APOCC VISN	\$97.28	KAREN GUILFOILE
03/13/2014	03/14/2014	MENARDS 3059	\$23.94	MARK HAAG
03/11/2014	03/12/2014	MENARDS 3059	\$32.03	MILES HAMRE
03/12/2014	03/13/2014	MENARDS 3059	\$35.26	MILES HAMRE
03/17/2014	03/18/2014	HENRIKSEN ACE HARDWARE	\$9.99	MILES HAMRE
03/20/2014	03/21/2014	MENARDS 3059	\$11.77	MILES HAMRE
03/20/2014	03/21/2014	HENRIKSEN ACE HARDWARE	\$50.85	TAMARA HAYS
03/07/2014	03/10/2014	UNIFORMS UNLIMITED INC.	\$4.50	PHENG HER
03/11/2014	03/12/2014	WW GRAINGER	\$128.05	GARY HINNENKAMP
03/10/2014	03/12/2014	RECREATION SUPPLY COMPANY	\$74.84	RON HORWATH
03/13/2014	03/14/2014	SWIMOUTLET.COM	\$318.45	RON HORWATH
03/14/2014	03/17/2014	COMCAST CABLE COMM	\$669.50	RON HORWATH
03/17/2014	03/18/2014	SEED SAVERS EXCHANGE INC.	\$22.43	ANN HUTCHINSON
03/11/2014	03/12/2014	TARGET 00011858	\$20.29	DAVID JAHN
03/12/2014	03/14/2014	OFFICE MAX	\$44.98	DAVID JAHN
03/13/2014	03/14/2014	DALCO ENTERPRISES, INC	\$589.11	DAVID JAHN
03/14/2014	03/17/2014	UNIFORMS UNLIMITED INC.	\$4.99	KEVIN JOHNSON
03/10/2014	03/12/2014	THE HOME DEPOT 2801	\$1.80	DON JONES
03/18/2014	03/20/2014	THE HOME DEPOT 2801	(\$0.12)	DON JONES
03/10/2014	03/11/2014	CUB FOODS #1599	\$14.57	LOIS KNUTSON
03/14/2014	03/17/2014	OFFICE DEPOT #1090	\$80.75	LOIS KNUTSON
03/14/2014	03/17/2014	OFFICE DEPOT #1090	\$53.22	LOIS KNUTSON
03/20/2014	03/21/2014	PIONEER PRESS SUBSCRIPTI	\$231.53	LOIS KNUTSON
03/20/2014	03/21/2014	SUCCESS MEDIA	\$29.99	DUWAYNE KONEWKO
03/12/2014	03/13/2014	WWW.NEWEGG.COM	\$445.99	JASON KREGER

03/13/2014	03/14/2014	CDW GOVERNMENT	\$1,006.96	JASON KREGER
03/14/2014	03/17/2014	HP HOME STORE	\$87.81	JASON KREGER
03/18/2014	03/19/2014	CDW GOVERNMENT	\$42.06	JASON KREGER
03/18/2014	03/20/2014	HP HOME STORE	\$85.69	JASON KREGER
03/19/2014	03/20/2014	RADIOSHACK COR00161455	\$44.91	JASON KREGER
03/11/2014	03/13/2014	OFFICE MAX	\$18.72	NICHOLAS KREKELER
03/11/2014	03/12/2014	UNIFORMS UNLIMITED INC.	\$1,078.49	DAVID KVAM
03/12/2014	03/13/2014	STREICHER'S MO	\$267.50	DAVID KVAM
03/12/2014	03/13/2014	UNIFORMS UNLIMITED INC.	\$24.75	DAVID KVAM
03/16/2014	03/17/2014	COMCAST CABLE COMM	\$44.65	DAVID KVAM
03/19/2014	03/20/2014	UNIFORMS UNLIMITED INC.	\$818.17	DAVID KVAM
03/07/2014	03/10/2014	EMERGENCY APPARATUS MAINT	\$1,534.88	STEVE LUKIN
03/11/2014	03/12/2014	AIRGASS NORTH	\$141.20	STEVE LUKIN
03/11/2014	03/12/2014	AIRGASS NORTH	\$396.32	STEVE LUKIN
03/18/2014	03/18/2014	AIRGASS NORTH	\$108.99	STEVE LUKIN
03/18/2014	03/20/2014	ASPEN MILLS INC.	\$120.00	STEVE LUKIN
03/08/2014	03/10/2014	THE SALVATION ARMY 11	\$56.70	ALESIA METRY
03/16/2014	03/18/2014	SPORTS AUTHORI00007013	\$49.98	ALESIA METRY
03/06/2014	03/10/2014	BOUND TREE MEDICAL LLC	\$95.01	MICHAEL MONDOR
03/10/2014	03/12/2014	PRIMARY PRODUCTS COMPANY	\$580.00	MICHAEL MONDOR
03/11/2014	03/12/2014	EVEREST EMERGENCY VEHICL	\$47.97	MICHAEL MONDOR
03/12/2014	03/13/2014	CHANNING BETE CO AHA	\$120.00	MICHAEL MONDOR
03/12/2014	03/14/2014	BOUND TREE MEDICAL LLC	\$8.89	MICHAEL MONDOR
03/19/2014	03/21/2014	BOUND TREE MEDICAL LLC	\$986.24	MICHAEL MONDOR
03/13/2014	03/14/2014	BUSINESS 21 PUBLISHING	\$249.00	BRYAN NAGEL
03/11/2014	03/13/2014	THE HOME DEPOT 2810	\$6.66	JOHN NAUGHTON
03/11/2014	03/13/2014	MILLS FLEET FARM #2,700	\$83.15	JOHN NAUGHTON
03/20/2014	03/21/2014	HENRIKSEN ACE HARDWARE	\$14.97	JOHN NAUGHTON
03/07/2014	03/10/2014	CARRY CASES	\$98.75	MICHAEL NYE
03/11/2014	03/17/2014	SIRCHIE FINGER PRINT LABO	\$635.00	MICHAEL NYE
03/14/2014	03/17/2014	UNIFORMS UNLIMITED INC.	\$8.00	MICHAEL NYE
03/08/2014	03/10/2014	OFFICE DEPOT #1090	\$6.47	MARY KAY PALANK
03/10/2014	03/12/2014	OFFICE DEPOT #1090	\$47.43	MARY KAY PALANK
03/12/2014	03/13/2014	L A POLICE GEAR INC	\$249.83	JAMES PARKER
03/07/2014	03/10/2014	GILLUND ENTERPRISES	\$66.52	STEVEN PRIEM
03/07/2014	03/10/2014	FACTORY MTR PTS #1	\$354.90	STEVEN PRIEM
03/07/2014	03/10/2014	AUTO PLUS LITTLE CANADA	\$34.88	STEVEN PRIEM
03/07/2014	03/10/2014	AN FORD WHITE BEAR LAK	\$897.25	STEVEN PRIEM
03/08/2014	03/10/2014	GOODYEAR AUTO SRV CT 6920	\$93.71	STEVEN PRIEM
03/10/2014	03/11/2014	FACTORY MTR PTS #1	\$25.43	STEVEN PRIEM
03/10/2014	03/11/2014	FACTORY MTR PTS #1	\$268.05	STEVEN PRIEM
03/11/2014	03/12/2014	AUTO PLUS LITTLE CANADA	\$14.10	STEVEN PRIEM
03/11/2014	03/12/2014	BARNETT CHRYJEEPkia	\$1,079.99	STEVEN PRIEM
03/11/2014	03/13/2014	KREMER SERVICES	\$1,655.06	STEVEN PRIEM
03/12/2014	03/14/2014	METRO PRODUCTS INC	\$53.67	STEVEN PRIEM
03/13/2014	03/17/2014	AN FORD WHITE BEAR LAK	\$60.30	STEVEN PRIEM
03/14/2014	03/17/2014	TRI-STATE BOBCAT	\$904.83	STEVEN PRIEM
03/14/2014	03/17/2014	BARNETT CHRYJEEPkia	\$151.52	STEVEN PRIEM
03/14/2014	03/17/2014	AN FORD WHITE BEAR LAK	\$198.57	STEVEN PRIEM
03/17/2014	03/18/2014	AN FORD WHITE BEAR LAK	\$114.78	STEVEN PRIEM
03/17/2014	03/18/2014	BAUER BUILT TIRE 18	\$333.50	STEVEN PRIEM
03/17/2014	03/18/2014	CRYSTEEL TRUCK EQUIP INC	\$523.18	STEVEN PRIEM
03/17/2014	03/19/2014	FRONTIER INC	\$602.87	STEVEN PRIEM
03/17/2014	03/19/2014	UNLIMITED SUPPLIES INC	\$10.84	STEVEN PRIEM
03/18/2014	03/19/2014	FACTORY MTR PTS #1	(\$1.69)	STEVEN PRIEM
03/18/2014	03/19/2014	FACTORY MTR PTS #1	(\$19.43)	STEVEN PRIEM

03/18/2014	03/19/2014	FACTORY MTR PTS #1	(\$8.97)	STEVEN PRIEM
03/18/2014	03/19/2014	FACTORY MTR PTS #1	(\$2.00)	STEVEN PRIEM
03/18/2014	03/19/2014	FACTORY MTR PTS #1	(\$19.10)	STEVEN PRIEM
03/18/2014	03/19/2014	FACTORY MTR PTS #1	\$137.04	STEVEN PRIEM
03/19/2014	03/20/2014	AN FORD WHITE BEAR LAK	\$167.55	STEVEN PRIEM
03/19/2014	03/20/2014	AN FORD WHITE BEAR LAK	\$565.00	STEVEN PRIEM
03/20/2014	03/21/2014	AUTO PLUS LITTLE CANADA	\$332.92	STEVEN PRIEM
03/12/2014	03/12/2014	GIH*GLOBALINDUSTRIALEQ	\$94.48	KELLY PRINS
03/14/2014	03/17/2014	ZORO TOOLS INC	\$48.09	KELLY PRINS
03/18/2014	03/19/2014	ECOLAB CENTER	\$337.29	KELLY PRINS
03/11/2014	03/12/2014	HENRIKSEN ACE HARDWARE	\$7.49	JUSTIN PURVES
03/13/2014	03/14/2014	HENRIKSEN ACE HARDWARE	\$22.98	JUSTIN PURVES
03/13/2014	03/17/2014	MILLS FLEET FARM #2,700	\$47.12	JUSTIN PURVES
03/20/2014	03/21/2014	MENARDS 3059	\$11.97	JUSTIN PURVES
03/07/2014	03/10/2014	DALCO ENTERPRISES, INC	\$539.66	MICHAEL REILLY
03/12/2014	03/13/2014	HILLYARD INC MINNEAPOLIS	\$1,472.34	MICHAEL REILLY
03/13/2014	03/14/2014	DALCO ENTERPRISES, INC	\$10.92	MICHAEL REILLY
03/20/2014	03/21/2014	DALCO ENTERPRISES, INC	\$81.76	MICHAEL REILLY
03/07/2014	03/10/2014	SUBWAY 00052159	\$100.00	LORI RESENDIZ
03/14/2014	03/17/2014	UNIFORMS UNLIMITED INC.	\$295.50	BRADLEY REZNY
03/10/2014	03/11/2014	TARGET 00011858	\$87.96	AUDRA ROBBINS
03/10/2014	03/11/2014	MICHAELS STORES 2744	\$41.41	AUDRA ROBBINS
03/11/2014	03/13/2014	PUMP IT UP OAKDALE	\$155.33	AUDRA ROBBINS
03/13/2014	03/17/2014	MALL OF AMERICA	\$214.95	AUDRA ROBBINS
03/14/2014	03/17/2014	TARGET 00011858	\$22.25	AUDRA ROBBINS
03/14/2014	03/17/2014	U OF M CCE NONCREDIT	\$1,425.00	AUDRA ROBBINS
03/14/2014	03/17/2014	CUB FOODS #1599	\$18.23	AUDRA ROBBINS
03/14/2014	03/17/2014	CTC*CONSTANTCONTACT.COM	\$55.00	AUDRA ROBBINS
03/06/2014	03/10/2014	THE HOME DEPOT 2801	\$19.72	ROBERT RUNNING
03/06/2014	03/10/2014	THE HOME DEPOT 2801	\$10.46	ROBERT RUNNING
03/07/2014	03/10/2014	UNITED RENTALS	\$275.70	ROBERT RUNNING
03/17/2014	03/19/2014	THE HOME DEPOT 2801	\$218.15	ROBERT RUNNING
03/18/2014	03/20/2014	THE HOME DEPOT 2801	(\$0.70)	ROBERT RUNNING
03/18/2014	03/20/2014	THE HOME DEPOT 2801	(\$14.51)	ROBERT RUNNING
03/18/2014	03/20/2014	THE HOME DEPOT 2801	(\$1.31)	ROBERT RUNNING
03/12/2014	03/13/2014	LILLIE SUBURBAN NEWSPAPE	\$523.38	DEB SCHMIDT
03/13/2014	03/14/2014	ENCOMPASS TELEMATICS, LLC	\$473.74	PAUL SCHNELL
03/20/2014	03/21/2014	BRUCE OLIVER	\$499.00	PAUL SCHNELL
03/06/2014	03/10/2014	ON SITE SANITATION INC	\$55.58	SCOTT SCHULTZ
03/11/2014	03/12/2014	G&K SERVICES 182	\$1,653.20	SCOTT SCHULTZ
03/17/2014	03/18/2014	REPUBLIC SERVICES TRASH	\$183.45	SCOTT SCHULTZ
03/12/2014	03/13/2014	BAKERS-SQUARE-REST #0670	\$91.93	CAITLIN SHERRILL
03/10/2014	03/11/2014	UNIFORMS UNLIMITED INC.	\$337.15	MICHAEL SHORTREED
03/17/2014	03/19/2014	MADD- OL	\$60.00	MICHAEL SHORTREED
03/08/2014	03/10/2014	RED WING SHOE STORE	\$42.99	BRIAN TAUZELL
03/11/2014	03/13/2014	LITTLE CAESARS 1456 0006	\$32.14	JAMES TAYLOR
03/12/2014	03/14/2014	PARTY LAND	\$379.50	JAMES TAYLOR
03/19/2014	03/21/2014	OFFICE DEPOT #1090	\$16.05	KAREN WACHAL
03/19/2014	03/21/2014	OFFICE DEPOT #1090	\$46.14	KAREN WACHAL
03/14/2014	03/17/2014	GARELICK STEEL	(\$26.79)	JEFF WILBER
03/14/2014	03/17/2014	GARELICK STEEL	\$416.62	JEFF WILBER
03/08/2014	03/10/2014	CUB FOODS #1599	\$31.67	TAMMY YOUNG
03/10/2014	03/11/2014	CUB FOODS-SUN RAY	\$4.99	TAMMY YOUNG
03/18/2014	03/19/2014	DALCO ENTERPRISES, INC	\$303.44	SUSAN ZWIEG

\$52,344.06

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

<u>CHECK #</u>	<u>CHECK DATE</u>	<u>EMPLOYEE NAME</u>	<u>AMOUNT</u>
	03/28/14	ABRAMS, MARYLEE	448.23
	03/28/14	CARDINAL, ROBERT	448.23
	03/28/14	JUENEMANN, KATHLEEN	448.23
	03/28/14	KOPPEN, MARVIN	448.23
	03/28/14	SLAWIK, NORA	509.26
	03/28/14	AHL, R. CHARLES	5,459.42
	03/28/14	COLEMAN, MELINDA	4,813.95
	03/28/14	KNUTSON, LOIS	2,397.05
	03/28/14	KANTRUD, HUGH	184.62
	03/28/14	CHRISTENSON, SCOTT	2,216.67
	03/28/14	FARR, LARRY	3,353.56
	03/28/14	JAHN, DAVID	2,307.56
	03/28/14	METRY, THOMAS	192.00
	03/28/14	BURLINGAME, SARAH	2,334.10
	03/28/14	RAMEAUX, THERESE	3,192.51
	03/28/14	BAUMAN, GAYLE	4,693.93
	03/28/14	ANDERSON, CAROLE	1,182.09
	03/28/14	DEBILZAN, JUDY	1,412.96
	03/28/14	JACKSON, MARY	2,219.30
	03/28/14	KELSEY, CONNIE	2,705.98
	03/28/14	RUEB, JOSEPH	2,999.40
	03/28/14	BEGGS, REGAN	1,640.21
	03/28/14	GUILFOILE, KAREN	4,542.41
	03/28/14	SCHMIDT, DEBORAH	3,158.62
	03/28/14	SPANGLER, EDNA	1,383.39
	03/28/14	LARSON, MICHELLE	1,984.22
	03/28/14	MECHELKE, SHERRIE	1,142.29
	03/28/14	MOY, PAMELA	1,587.35
	03/28/14	OSTER, ANDREA	1,991.11
	03/28/14	RICHTER, CHARLENE	1,431.63
	03/28/14	SCHOENECKER, LEIGH	1,803.39
	03/28/14	VITT, SANDRA	1,301.07
	03/28/14	WEAVER, KRISTINE	2,459.39
	03/28/14	CORCORAN, THERESA	1,984.19
	03/28/14	KVAM, DAVID	4,390.70
	03/28/14	PALANK, MARY	1,988.80
	03/28/14	POWELL, PHILIP	3,058.49
	03/28/14	SCHNELL, PAUL	4,840.36
	03/28/14	SHORTREED, MICHAEL	4,266.68
	03/28/14	SVENDSEN, JOANNE	2,194.22
	03/28/14	THOMFORDE, FAITH	1,640.19
	03/28/14	ABEL, CLINT	3,462.29
	03/28/14	ALDRIDGE, MARK	4,562.54

03/28/14	BAKKE, LONN	3,411.43
03/28/14	BARTZ, PAUL	3,345.76
03/28/14	BELDE, STANLEY	3,122.54
03/28/14	BENJAMIN, MARKESE	2,943.89
03/28/14	BIERDEMAN, BRIAN	4,070.81
03/28/14	BUSACK, DANIEL	3,944.49
03/28/14	CARNES, JOHN	2,506.17
03/28/14	CROTTY, KERRY	3,757.60
03/28/14	DEMULLING, JOSEPH	3,242.21
03/28/14	DOBLAR, RICHARD	4,177.08
03/28/14	DUGAS, MICHAEL	4,453.00
03/28/14	ERICKSON, VIRGINIA	3,318.01
03/28/14	FORSYTHE, MARCUS	2,841.05
03/28/14	FRITZE, DEREK	3,716.99
03/28/14	GABRIEL, ANTHONY	3,392.83
03/28/14	HAWKINSON JR, TIMOTH	3,716.99
03/28/14	HER, PHENG	2,943.89
03/28/14	HIEBERT, STEVEN	3,396.33
03/28/14	HOEMKE, MICHAEL	2,003.97
03/28/14	HOFMEISTER, TIMOTHY	496.00
03/28/14	JOHNSON, KEVIN	4,387.37
03/28/14	KALKA, THOMAS	982.09
03/28/14	KONG, TOMMY	3,066.44
03/28/14	KREKELER, NICHOLAS	945.29
03/28/14	KROLL, BRETT	3,066.44
03/28/14	LANGNER, SCOTT	3,228.28
03/28/14	LANGNER, TODD	3,172.48
03/28/14	LU, JOHNNIE	3,066.44
03/28/14	LYNCH, KATHERINE	2,841.05
03/28/14	MARINO, JASON	3,391.79
03/28/14	MARTIN, JERROLD	3,385.61
03/28/14	MCCARTY, GLEN	3,898.75
03/28/14	METRY, ALESIA	4,749.67
03/28/14	MICHELETTI, BRIAN	2,599.33
03/28/14	MULVIHILL, MARIA	2,003.97
03/28/14	NYE, MICHAEL	4,481.87
03/28/14	OLDING, PARKER	2,095.55
03/28/14	OLSON, JULIE	3,094.72
03/28/14	PARKER, JAMES	2,841.05
03/28/14	REZNY, BRADLEY	4,334.43
03/28/14	RHUDE, MATTHEW	198.48
03/28/14	SCHOEN, ZACHARY	2,168.81
03/28/14	SLATER, BENJAMIN	2,351.96
03/28/14	STEINER, JOSEPH	3,475.92
03/28/14	SYPNIEWSKI, WILLIAM	3,586.71
03/28/14	TAUZELL, BRIAN	2,998.13
03/28/14	THEISEN, PAUL	3,172.48
03/28/14	THIENES, PAUL	3,878.80
03/28/14	WENZEL, JAY	3,137.32
03/28/14	XIONG, KAO	3,066.44
03/28/14	ANDERSON, BRIAN	479.18
03/28/14	BAHL, DAVID	353.04

03/28/14	BASSETT, BRENT	100.89
03/28/14	BAUMAN, ANDREW	2,833.27
03/28/14	BEITLER, NATHAN	201.77
03/28/14	BOURQUIN, RON	975.02
03/28/14	CAPISTRANT, JOHN	904.67
03/28/14	CONCHA, DANIEL	532.80
03/28/14	COREY, ROBERT	498.12
03/28/14	CRAWFORD - JR, RAYMON	2,353.32
03/28/14	CRUMMY, CHARLES	397.23
03/28/14	DABRUZZI, THOMAS	2,470.20
03/28/14	DAWSON, RICHARD	3,292.30
03/28/14	EVERSON, PAUL	3,378.90
03/28/14	FASULO, WALTER	129.77
03/28/14	HAGEN, MICHAEL	599.01
03/28/14	HALE, JOSEPH	228.01
03/28/14	HALWEG, JODI	2,843.32
03/28/14	HAWTHORNE, ROCHELLE	2,667.25
03/28/14	HUTCHINSON, JAMES	669.31
03/28/14	JANSEN, CHAD	390.92
03/28/14	KANE, ROBERT	816.40
03/28/14	KARRAS, JAMIE	573.76
03/28/14	KELLOGG, JOHNATHAN	378.31
03/28/14	KONDER, RONALD	649.42
03/28/14	KUBAT, ERIC	2,912.60
03/28/14	LINDER, TIMOTHY	2,994.30
03/28/14	LOCHEN, MICHAEL	823.72
03/28/14	MILLER, LADD	143.43
03/28/14	MILLER, NICHOLAS	457.14
03/28/14	MILLER, RACHEL	501.27
03/28/14	MONDOR, MICHAEL	3,570.80
03/28/14	MONSON, PETER	271.13
03/28/14	MORGAN, JEFFERY	355.17
03/28/14	NEILY, STEVEN	296.34
03/28/14	NIELSEN, KENNETH	316.27
03/28/14	NOVAK, JEROME	3,128.20
03/28/14	NOWICKI, PAUL	145.04
03/28/14	OLSON, JAMES	3,177.90
03/28/14	O'NEILL, KEVIN	684.12
03/28/14	OPHEIM, JOHN	551.63
03/28/14	PACHECO, ALPHONSE	832.26
03/28/14	PETERSON, MARK	463.38
03/28/14	PETERSON, ROBERT	3,200.79
03/28/14	POWERS, KENNETH	447.67
03/28/14	RAINEY, JAMES	699.85
03/28/14	RANK, PAUL	926.85
03/28/14	RICE, CHRISTOPHER	1,294.55
03/28/14	RODRIGUEZ, ROBERTO	44.14
03/28/14	SEDLACEK, JEFFREY	2,917.64
03/28/14	STREFF, MICHAEL	2,994.30
03/28/14	SVENDSEN, RONALD	3,308.54
03/28/14	WHITE, JOEL	336.60
03/28/14	GERVAIS-JR, CLARENCE	4,157.26

03/28/14	LUKIN, STEVEN	4,815.66
03/28/14	ZWIEG, SUSAN	1,780.44
03/28/14	CORTESI, LUANNE	1,835.32
03/28/14	SINDT, ANDREA	2,480.20
03/28/14	BRINK, TROY	2,511.98
03/28/14	BUCKLEY, BRENT	2,289.47
03/28/14	DEBILZAN, THOMAS	2,248.99
03/28/14	EDGE, DOUGLAS	3,032.68
03/28/14	JONES, DONALD	2,289.47
03/28/14	MEISSNER, BRENT	2,202.28
03/28/14	NAGEL, BRYAN	3,702.80
03/28/14	OSWALD, ERICK	2,403.91
03/28/14	RUIZ, RICARDO	1,805.36
03/28/14	RUNNING, ROBERT	2,515.98
03/28/14	TEVLIN, TODD	2,240.99
03/28/14	BURLINGAME, NATHAN	2,299.20
03/28/14	DUCHARME, JOHN	2,859.21
03/28/14	ENGSTROM, ANDREW	2,799.39
03/28/14	JAROSCH, JONATHAN	3,134.61
03/28/14	LINDBLOM, RANDAL	2,861.51
03/28/14	LOVE, STEVEN	3,852.46
03/28/14	THOMPSON, MICHAEL	4,621.90
03/28/14	ZIEMAN, SCOTT	416.00
03/28/14	JANASZAK, MEGHAN	1,720.19
03/28/14	KONEWKO, DUWAYNE	4,603.18
03/28/14	HAMRE, MILES	1,749.73
03/28/14	HAYS, TAMARA	1,776.48
03/28/14	HINNENKAMP, GARY	2,569.19
03/28/14	NAUGHTON, JOHN	2,266.91
03/28/14	NORDQUIST, RICHARD	788.52
03/28/14	PURVES, JUSTIN	1,619.51
03/28/14	BIESANZ, OAKLEY	1,853.02
03/28/14	DEAVER, CHARLES	562.07
03/28/14	GERNES, CAROLE	361.25
03/28/14	HAYMAN, JANET	1,218.77
03/28/14	HUTCHINSON, ANN	2,762.97
03/28/14	SOUTTER, CHRISTINE	935.00
03/28/14	WACHAL, KAREN	973.69
03/28/14	GAYNOR, VIRGINIA	3,383.30
03/28/14	KROLL, LISA	2,000.19
03/28/14	YOUNG, TAMELA	2,144.99
03/28/14	EKSTRAND, THOMAS	3,984.62
03/28/14	FINWALL, SHANN	3,371.39
03/28/14	MARTIN, MICHAEL	2,939.39
03/28/14	BRASH, JASON	2,696.99
03/28/14	CARVER, NICHOLAS	3,509.82
03/28/14	FISHER, DAVID	5,211.94
03/28/14	SWAN, DAVID	2,884.99
03/28/14	WELLENS, MOLLY	1,836.60
03/28/14	BJORK, BRANDON	572.00
03/28/14	BRENEMAN, NEIL	2,483.78
03/28/14	GORACKI, GERALD	38.00

03/28/14	PIEPER, THEODORE	54.00
03/28/14	ROBBINS, AUDRA	3,473.33
03/28/14	ROBBINS, CAMDEN	555.76
03/28/14	SCHALLER, SCOTT	132.00
03/28/14	SHERWOOD, CHRISTIAN	319.00
03/28/14	TAYLOR, JAMES	3,149.54
03/28/14	VUKICH, CANDACE	593.26
03/28/14	ZILLEY, MATTHEW	30.00
03/28/14	ADAMS, DAVID	2,052.75
03/28/14	HAAG, MARK	2,645.22
03/28/14	ORE, JORDAN	2,186.28
03/28/14	SCHULTZ, SCOTT	3,487.37
03/28/14	WILBER, JEFFREY	1,899.08
03/28/14	AKEY, SHELLEY	166.00
03/28/14	EVANS, CHRISTINE	1,620.18
03/28/14	GLASS, JEAN	2,216.16
03/28/14	HAUBLE, AMANDA	102.00
03/28/14	HOFMEISTER, MARY	1,176.92
03/28/14	KELLEY, CAITLIN	881.86
03/28/14	KULHANEK-DIONNE, ANN	575.00
03/28/14	MEYER, SASHA	1,689.14
03/28/14	PELOQUIN, PENNYE	680.29
03/28/14	ST SAUVER, CRAIG	408.50
03/28/14	STAHLMANN, ELLEN	68.00
03/28/14	VUE, LOR PAO	206.84
03/28/14	AICHELE, MEGAN	233.13
03/28/14	ANDERSON, JOSHUA	689.54
03/28/14	BAUDE, JANE	87.60
03/28/14	BAUDE, SARAH	203.51
03/28/14	BERGLUND, ERIK	119.63
03/28/14	BESTER, MICHAEL	149.50
03/28/14	BUCKLEY, BRITTANY	548.25
03/28/14	BUTLER, ANGELA	45.00
03/28/14	CLARK, PAMELA	14.66
03/28/14	CRANDALL, ALYSSA	41.13
03/28/14	CRANDALL, KRISTA	524.45
03/28/14	DEMPSEY, BETH	82.06
03/28/14	DUNN, RYAN	949.00
03/28/14	ERICKSON-CLARK, CARO	37.12
03/28/14	FARRELL, DANIEL	18.13
03/28/14	FONTAINE, KIM	793.38
03/28/14	GRUENHAGEN, LINDA	386.00
03/28/14	HAGSTROM, EMILY	79.20
03/28/14	HANSEN, HANNAH	366.75
03/28/14	HASSAN, KIANA	43.80
03/28/14	HEINRICH, SHEILA	303.51
03/28/14	HOLMBERG, LADONNA	318.96
03/28/14	HORWATH, RONALD	3,000.03
03/28/14	HUNTLEY, NATALIE	78.75
03/28/14	JOHNSON, BARBARA	572.90
03/28/14	KOHLER, ROCHELLE	64.76
03/28/14	KOZDROJ, GABRIELLA	50.00

03/28/14	LAMEYER, BRENT	65.26
03/28/14	LAMSON, ELIANA	13.50
03/28/14	MCCOMAS, LEAH	262.50
03/28/14	MCCORMACK, MELISSA	69.83
03/28/14	MUSKAT, JULIE	72.50
03/28/14	NADEAU, TAYLOR	65.70
03/28/14	NITZ, CARA	418.00
03/28/14	OHS, CYNTHIA	184.00
03/28/14	RANEY, COURTNEY	654.50
03/28/14	RAU, COLE	65.25
03/28/14	RESENDIZ, LORI	2,474.70
03/28/14	RICHTER, DANIEL	113.40
03/28/14	ROLLERSON, TERRANCE	45.00
03/28/14	SCHERER, KATHLENE	25.00
03/28/14	SCHREIER, ROSEMARIE	370.75
03/28/14	SCHREINER, MARK	73.00
03/28/14	SMITH, ANN	195.22
03/28/14	SMITH, CASEY	195.34
03/28/14	SMITH, JEROME	305.00
03/28/14	SMITLEY, SHARON	336.72
03/28/14	TREPANIER, TODD	281.75
03/28/14	TRUONG, CHAU	48.00
03/28/14	TUPY, HEIDE	45.80
03/28/14	TUPY, MARCUS	95.00
03/28/14	WARNER, CAROLYN	138.60
03/28/14	WHITE, DANICA	22.05
03/28/14	YUNKER, JOSEPH	46.00
03/28/14	BOSLEY, CAROL	108.00
03/28/14	LANGER, KAYLYN	99.88
03/28/14	MOSLOSKI, JESSICA	34.00
03/28/14	RANGEL, SAMANTHA	90.00
03/28/14	WISTL, MOLLY	290.25
03/28/14	CRAWFORD, SHAWN	432.00
03/28/14	CUSICK, JESSICA	148.75
03/28/14	DOUGLASS, TOM	2,225.71
03/28/14	KRECH, ELAINE	297.00
03/28/14	LOONEY, RAYJEANIA	248.00
03/28/14	MAIDMENT, COLIN	250.75
03/28/14	MALONEY, SHAUNA	273.75
03/28/14	MCCLENNON, MATTHEW	216.00
03/28/14	NESVACIL, BRENNAN	76.00
03/28/14	PRINS, KELLY	1,852.08
03/28/14	REILLY, MICHAEL	2,130.71
03/28/14	STEFFEN, MICHAEL	102.00
03/28/14	THOMPSON, BENJAMIN	408.00
03/28/14	SWANSON, CHRIS	1,593.79
03/28/14	PRIEM, STEVEN	2,520.89
03/28/14	WOEHRLE, MATTHEW	2,349.61
03/28/14	XIONG, BOON	1,544.99
03/28/14	BERGO, CHAD	2,824.09
03/28/14	EWALD, BRETT	600.00
03/28/14	FOWLDS, MYCHAL	3,989.58

	03/28/14	FRANZEN, NICHOLAS	2,327.89
	03/28/14	KREGER, JASON	2,373.80
9989929	03/28/14	TRACY, DANIEL	78.82
9989930	03/28/14	GREENER, DOUGLAS	69.00
9989931	03/28/14	THIELMAN, RICHARD	64.00
9989932	03/28/14	WISTL, MARK	42.50
9989933	03/28/14	SMITH, CORTNEY	204.00
9989934	03/28/14	AMUNDSON, DANIKA	115.00
9989935	03/28/14	CORCORAN, JOSHUA	195.00
9989936	03/28/14	EKSTRAND, DANIEL	85.59
9989937	03/28/14	MILLER, MELISSA	140.25
9989938	03/28/14	WALES, ABIGAIL	289.08
			527,279.26

**Check Register  
City of Maplewood**

04/03/2014

<b>Check</b>	<b>Date</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>	
92272	04/01/2014	02464	US BANK	FUNDS FOR ATMS	10,000.00
92273	04/08/2014	05114	BOLTON & MENK, INC.	PROJ 14-02 PROF SRVS JAN 4 - JAN 31	18,996.00
	04/08/2014	05114	BOLTON & MENK, INC.	GIS ASSISTANCE IN NEW PROJ	550.00
92274	04/08/2014	03988	JODI HALWEG	REIMB FOR TUITION & BOOKS 1/6-3/21	758.88
	04/08/2014	03988	JODI HALWEG	REIMB FOR FIREFIGHTER LICENSE FEE	75.00
92275	04/08/2014	00393	MN DEPT OF LABOR & INDUSTRY	MONTHLY SURTAX - MARCH 19330123035	5,236.28
92276	04/08/2014	01085	MN LIFE INSURANCE	MONTHLY PREMIUM - APRIL	3,239.85
92277	04/08/2014	01941	PATRICK TROPHIES	BASKETBALL AWARDS	1,864.18
92278	04/08/2014	01409	S E H	PDEP PROJ CONSULTING FEES	14,766.84
92279	04/08/2014	02274	SPRINT	SPRINT SRVS 02/15 - 03/14	1,834.51
92280	04/08/2014	01546	SUBURBAN SPORTSWEAR	SHIRTS FOR FLOOR HOCKEY	637.00
92281	04/08/2014	05305	TOSHIBA FINANCIAL SERVICES	CONTRACT 500-0264705	68.09
92282	04/08/2014	03334	UNIQUE PAVING MATERIALS CORP	WINTER PATCHING MATERIALS	993.20
	04/08/2014	03334	UNIQUE PAVING MATERIALS CORP	WINTER PATCHING MATERIALS	783.90
	04/08/2014	03334	UNIQUE PAVING MATERIALS CORP	WINTER PATCHING MATERIALS	240.50
92283	04/08/2014	01190	XCEL ENERGY	ELECTRIC & GAS UTILITY	14,896.72
	04/08/2014	01190	XCEL ENERGY	ELECTRIC & GAS UTILITY	11,931.36
	04/08/2014	01190	XCEL ENERGY	ELECTRIC & GAS UTILITY	6,586.40
	04/08/2014	01190	XCEL ENERGY	ELECTRIC & GAS UTILITY	6,220.71
92284	04/08/2014	01798	YOCUM OIL CO.	DIESEL FUEL	6,772.30
92285	04/08/2014	04047	ASHLAND PRODUCTIONS	SOUND TECH MCC 02/14	50.00
92286	04/08/2014	04848	AVESIS	MONTHLY PREMIUM - APRIL	274.79
92287	04/08/2014	04851	B M I GENERAL LICENSING	LICENSING AGREEMENT	330.00
92288	04/08/2014	05324	CHRISTIE BERNARDY	MARKETING CONTRACT WORK - MARCH	1,000.00
92289	04/08/2014	03109	CLIA LABORATORY PROGRAM	CERTIFICATE FEE	150.00
92290	04/08/2014	03580	LARRY FARR	REIMB FOR MILEAGE 2/15 - 3/18	451.92
92291	04/08/2014	05344	FLAGSHIP RECREATION LLC	SLIDE - MISSISSIPPI TOT LOT	2,346.00
92292	04/08/2014	02929	GLTC PREMIUM PAYMENTS	LTC MONTHLY PREMIUM - APRIL	366.84
92293	04/08/2014	00644	HEALTHPARTNERS	MONTHLY PREMIUM - APRIL	12,542.87
92294	04/08/2014	03597	MARY JO HOFMEISTER	REIMB FOR MILEAGE 3/4 - 4/2	13.72
92295	04/08/2014	02196	JORGENSON CONST INC	POLICE DEPT EXPANSION PHASE 3	161,975.00
92296	04/08/2014	04239	L3 COM MOBILE-VISION, INC.	IN-CAR VIDEO MICROPHONE/TRANS	363.80
92297	04/08/2014	05341	LEARNING MEETS QUALITY LLC	CONSULTING FEE	300.00
92298	04/08/2014	00891	M A M A	MEMBERSHIP DUES - CHUCK AHL	45.00
	04/08/2014	00891	M A M A	LUNCHEON MEETING - CHUCK AHL	20.00
92299	04/08/2014	00942	MARSDEN BLDG MAINTENANCE CO	SEWER BACKUP 1399 LARPEN TEUR	534.00
92300	04/08/2014	03818	MEDICA	MONTHLY PREMIUM - APRIL	171,459.24
92301	04/08/2014	03069	MN AMBULANCE ASSN	MEMBERSHIP DUES	75.00
92302	04/08/2014	05173	MN ENVIRONMENTAL FUND	PLEDGES - 2013	305.00
	04/08/2014	05173	MN ENVIRONMENTAL FUND	PLEDGES - 1ST QTR	285.00
92303	04/08/2014	01126	NCPERS MINNESOTA	MONTHLY PREMIUM - APRIL	512.00
92304	04/08/2014	00001	ONE TIME VENDOR	REFUND D JOHNSON TRANS MEDIC	844.00
92305	04/08/2014	00001	ONE TIME VENDOR	REFUND M DUFFEY BCBS BENEFIT	260.00
92306	04/08/2014	00001	ONE TIME VENDOR	REFUND M HARRIS HP BENEFIT	60.00
92307	04/08/2014	00001	ONE TIME VENDOR	REFUND GORON BLUE CROSS BENEFIT	40.00
92308	04/08/2014	00001	ONE TIME VENDOR	REFUND C DUTRIEUILLE B-PARTY DISCOUN	20.08
92309	04/08/2014	01295	PREMIER BANK	SAFE DEPOSIT BOX RENTAL 00424	125.00
92310	04/08/2014	00396	MN DEPT OF PUBLIC SAFETY	TRAINING - J STEINER	75.00
	04/08/2014	00396	MN DEPT OF PUBLIC SAFETY	TRAINING S LANGNER	75.00
92311	04/08/2014	02001	CITY OF ROSEVILLE	PHONE SERVICE - MARCH	2,353.75
92312	04/08/2014	00006	SILVER FIT	REFUND J GREGER JR HP BENEFIT	213.22
92313	04/08/2014	00006	SILVER FIT	REFUND A BOULAY HP BENEFIT	213.22
92314	04/08/2014	04240	SPORTSIGN	INTERPRETER FOR PROGRAMS	420.00
92314	04/08/2014	04240	SPORTSIGN	INTERPRETER FOR PROGRAMS	225.00
92315	04/08/2014	00198	ST PAUL REGIONAL WATER SRVS	WATER UTILITY	1,577.74
92316	04/08/2014	01550	SUMMIT INSPECTIONS	ELECTRICAL INSPECTIONS - MARCH	3,314.40
92317	04/08/2014	03598	PAUL THEISEN	REIMB FOR TUITION & BOOKS 1/6 - 3/1	1,833.45

92318	04/08/2014	00529	UNION SECURITY INSURANCE CO	LTD PLAN 4043120-2 - APRIL	3,348.76
	04/08/2014	00529	UNION SECURITY INSURANCE CO	STD PLAN 4043120-1 - APRIL	2,602.34
92319	04/08/2014	05220	WEBER, INC.	PD EXPANSION PROJ PHASE 1A PMT#5	10,803.31
					<hr/>
<b>48 Checks in this report.</b>					<b>488,256.17</b>
					<hr/> <hr/>

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

Settlement			
<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
3/31/2014	MN State Treasurer	Drivers License/Deputy Registrar	34,221.04
3/31/2014	U.S. Treasurer	Federal Payroll Tax	101,396.88
3/31/2014	P.E.R.A.	P.E.R.A.	95,901.12
3/31/2014	MN State Treasurer	State Payroll Tax	21,005.12
4/1/2014	MN State Treasurer	Drivers License/Deputy Registrar	39,148.66
4/1/2014	Labor Unions	Union Dues	3,599.00
4/1/2014	US Bank	Debt Service payments	1,203,206.26
4/1/2014	US Bank Merchant Services	Credit Card Billing fee	72.94
4/1/2014	MidAmerica - ING	HRA Flex plan	14,059.97
4/2/2014	MN State Treasurer	Drivers License/Deputy Registrar	58,425.48
4/3/2014	MN State Treasurer	Drivers License/Deputy Registrar	32,375.38
4/4/2014	MN State Treasurer	Drivers License/Deputy Registrar	38,522.49
4/4/2014	Optum Health	DCRP & Flex plan payments	3,859.88
4/4/2014	MN Dept of Natural Resources	DNR electronic licenses	711.75
			1,646,505.97

Transaction Date	Posting Date	Merchant Name	Transaction Amount	Name
03/25/2014	03/27/2014	SEARS ROEBUCK 1122	\$96.91	DAVE ADAMS
03/25/2014	03/27/2014	SEARS ROEBUCK 1122	\$32.15	DAVE ADAMS
03/26/2014	03/27/2014	MENARDS 3059	\$86.71	DAVE ADAMS
03/26/2014	03/28/2014	MILLS FLEET FARM #2,700	\$6.74	DAVE ADAMS
03/27/2014	03/28/2014	HENRIKSEN ACE HARDWARE	\$2.26	DAVE ADAMS
03/27/2014	03/28/2014	HENRIKSEN ACE HARDWARE	\$16.95	DAVE ADAMS
03/27/2014	03/28/2014	L A POLICE GEAR INC	\$223.97	MARK ALDRIDGE
04/03/2014	04/04/2014	STREICHER'S MO	\$130.98	MARK ALDRIDGE
03/24/2014	03/26/2014	OFFICE DEPOT #1090	\$57.81	REGAN BEGGS
04/01/2014	04/03/2014	OFFICE DEPOT #1090	\$74.03	REGAN BEGGS
04/03/2014	04/04/2014	BESTBUY.COM 00009944	\$85.69	CHAD BERGO
03/27/2014	03/31/2014	THE HOME DEPOT 2801	(\$42.82)	NEIL BRENEMAN
04/03/2014	04/04/2014	MICHAELS STORES 2744	\$32.84	NEIL BRENEMAN
03/25/2014	03/27/2014	ADVANTAGE SIGNS & GRAPHIC	\$1,696.25	TROY BRINK
04/01/2014	04/03/2014	THE HOME DEPOT 2801	\$13.34	TROY BRINK
04/01/2014	04/03/2014	THE HOME DEPOT 2801	\$13.20	TROY BRINK
03/27/2014	03/28/2014	FIRST SHRED	\$54.00	SARAH BURLINGAME
04/02/2014	04/04/2014	OFFICE DEPOT #1090	\$23.40	SARAH BURLINGAME
04/02/2014	04/04/2014	OFFICE DEPOT #1090	\$96.95	SARAH BURLINGAME
03/21/2014	03/24/2014	CUB FOODS #1599	\$48.13	DAN BUSACK
03/26/2014	03/28/2014	DHW BUCKSTAFF	\$209.10	DAN BUSACK
03/27/2014	03/31/2014	FOX LABS INTERNATIONAL, I	\$149.85	DAN BUSACK
04/02/2014	04/03/2014	CUB FOODS, INC.	\$9.78	DAN BUSACK
04/02/2014	04/03/2014	AMAZON MKTPLACE PMTS	\$367.50	DAN BUSACK
03/25/2014	03/26/2014	BAUDVILLE INC.	\$55.40	SCOTT CHRISTENSON
03/25/2014	03/27/2014	THE HOME DEPOT 2801	(\$41.42)	SCOTT CHRISTENSON
03/27/2014	03/28/2014	HENRIKSEN ACE HARDWARE	\$15.26	SCOTT CHRISTENSON
03/27/2014	03/28/2014	VIKING ELECTRIC-CREDIT DE	\$83.40	SCOTT CHRISTENSON
03/27/2014	03/28/2014	VIKING ELECTRIC-CREDIT DE	\$27.61	SCOTT CHRISTENSON
03/27/2014	03/28/2014	VIKING ELECTRIC-CREDIT DE	\$87.62	SCOTT CHRISTENSON
03/27/2014	03/28/2014	VIKING ELECTRIC-CREDIT DE	\$291.21	SCOTT CHRISTENSON
03/27/2014	03/28/2014	VIKING ELECTRIC-CREDIT DE	\$324.67	SCOTT CHRISTENSON
03/28/2014	03/31/2014	HENRIKSEN ACE HARDWARE	\$39.99	SCOTT CHRISTENSON
03/28/2014	03/31/2014	THE HOME DEPOT 2801	\$4.60	SCOTT CHRISTENSON
03/28/2014	03/31/2014	THE HOME DEPOT 2801	\$25.28	SCOTT CHRISTENSON
04/01/2014	04/03/2014	THE HOME DEPOT 2801	\$41.10	SCOTT CHRISTENSON
03/24/2014	03/26/2014	HOLIDAY STNSTORE 0309	\$37.52	KERRY CROTTY
04/03/2014	04/04/2014	TWIN CITIES TRANS & REC	\$70.00	KERRY CROTTY
03/29/2014	04/01/2014	BULBTRONICS INC FARMINGDA	\$61.48	CHARLES DEEVER
04/02/2014	04/04/2014	JIMMY JOHN'S # 382	\$34.31	RICHARD DOBLAR
03/20/2014	03/24/2014	THE HOME DEPOT 2801	\$10.89	TOM DOUGLASS
03/20/2014	03/24/2014	THE HOME DEPOT 2801	\$7.01	TOM DOUGLASS
03/21/2014	03/24/2014	MED FIT SYSTEMS INC	\$48.06	TOM DOUGLASS
03/21/2014	03/24/2014	WW GRAINGER	\$21.56	TOM DOUGLASS
03/24/2014	03/25/2014	WW GRAINGER	\$25.42	TOM DOUGLASS
03/25/2014	03/27/2014	COMMERCIAL POOL & SPA SUP	\$93.17	TOM DOUGLASS
03/27/2014	03/28/2014	CONTINENTAL RESEARCH COR	\$786.91	TOM DOUGLASS
03/27/2014	03/31/2014	THE HOME DEPOT 2801	\$55.66	TOM DOUGLASS
03/27/2014	03/31/2014	COMMERCIAL POOL & SPA SUP	\$133.90	TOM DOUGLASS
03/28/2014	03/31/2014	CYBEX - 01	\$361.81	TOM DOUGLASS
03/28/2014	03/31/2014	CERTIFIED LABORATORIES	\$1,587.03	TOM DOUGLASS
04/01/2014	04/02/2014	TRI DIM FILTER CORP	\$756.32	TOM DOUGLASS
04/01/2014	04/02/2014	CONTINENTAL RESEARCH COR	\$367.28	TOM DOUGLASS
03/27/2014	03/28/2014	HENRIKSEN ACE HARDWARE	\$38.75	DOUG EDGE
03/27/2014	03/31/2014	MILLS FLEET FARM #2,700	\$6.77	DOUG EDGE

03/31/2014	04/01/2014	UNIFORMS UNLIMITED INC.	\$119.35	VIRGINIA ERICKSON
03/26/2014	03/28/2014	SEARS ROEBUCK 1122	\$79.99	PAUL E EVERSON
03/27/2014	03/28/2014	G&K SERVICES 182	\$414.23	LARRY FARR
04/01/2014	04/02/2014	ELECTRO WATCHMAN INC	\$780.00	LARRY FARR
04/02/2014	04/03/2014	FRATTALLONES WOODBURY AC	\$38.77	LARRY FARR
04/03/2014	04/04/2014	CINTAS 470	\$83.76	LARRY FARR
04/02/2014	04/04/2014	ON SITE SANITATION INC	\$55.58	SHANN FINWALL
03/24/2014	03/24/2014	COMCAST CABLE COMM	\$54.00	MYCHAL FOWLDS
03/25/2014	03/26/2014	BEST BUY 00005405	\$728.43	MYCHAL FOWLDS
03/25/2014	03/26/2014	APL*APPLE ONLINE STORE	\$32.13	MYCHAL FOWLDS
03/26/2014	03/27/2014	APL*APPLE ONLINE STORE	\$21.41	MYCHAL FOWLDS
03/26/2014	03/27/2014	APL*APPLE ONLINE STORE	\$32.13	MYCHAL FOWLDS
03/27/2014	03/28/2014	LINE 1 PARTNERS INC	\$1,162.73	MYCHAL FOWLDS
03/27/2014	03/28/2014	ELECTRO WATCHMAN INC	\$149.85	MYCHAL FOWLDS
03/27/2014	03/31/2014	CRABTREE COMPANIES INC	\$1,727.30	MYCHAL FOWLDS
03/27/2014	04/02/2014	MOBILE VISION	\$2,162.00	MYCHAL FOWLDS
03/28/2014	03/31/2014	MIDWEST PRODUCT CO	\$1,085.00	MYCHAL FOWLDS
03/29/2014	03/31/2014	SHI CORP	\$3,007.72	MYCHAL FOWLDS
04/02/2014	04/04/2014	PAYFLOW/PAYPAL	\$59.95	MYCHAL FOWLDS
03/20/2014	03/24/2014	MOBILE VISION	\$233.75	NICK FRANZEN
03/24/2014	03/26/2014	PRIMERA TECHNOLOGY INC	\$350.00	NICK FRANZEN
03/26/2014	03/27/2014	CDW GOVERNMENT	\$236.60	NICK FRANZEN
03/26/2014	03/27/2014	AWL*PEARSON EDUCATION	\$117.79	NICK FRANZEN
03/27/2014	03/28/2014	IDU*INSIGHT PUBLIC SEC	\$300.14	NICK FRANZEN
04/01/2014	04/02/2014	HP DIRECT-PUBLICSECTOR	\$374.00	NICK FRANZEN
04/01/2014	04/02/2014	HP DIRECT-PUBLICSECTOR	\$318.00	NICK FRANZEN
04/03/2014	04/04/2014	HP DIRECT-PUBLICSECTOR	\$318.00	NICK FRANZEN
04/03/2014	04/04/2014	MENARDS 3022	\$11.64	CAROLE GERNES
03/26/2014	03/28/2014	HOLIDAY INN AND SUITES	\$15.57	CLARENCE GERVAIS
03/28/2014	03/31/2014	HOLIDAY INNS	\$235.88	CLARENCE GERVAIS
03/28/2014	03/31/2014	HOLIDAY INNS	\$184.18	CLARENCE GERVAIS
03/26/2014	03/27/2014	FIRST SHRED	\$15.00	JEAN GLASS
03/31/2014	04/02/2014	WHITE BEAR GLASS	\$50.00	JEAN GLASS
03/25/2014	03/26/2014	FRATTALLONES WOODBURY AC	\$3.10	JAN GREW HAYMAN
03/27/2014	03/28/2014	KNOWLAN'S MARKET #2	\$8.29	JAN GREW HAYMAN
03/27/2014	03/31/2014	THE HOME DEPOT 2810	\$29.18	JAN GREW HAYMAN
04/01/2014	04/03/2014	THE HOME DEPOT 2810	(\$21.39)	JAN GREW HAYMAN
04/01/2014	04/03/2014	THE HOME DEPOT 2810	\$6.41	JAN GREW HAYMAN
04/03/2014	04/04/2014	VIKING INDUSTRIAL CENTER	\$528.70	MARK HAAG
03/20/2014	03/24/2014	THE HOME DEPOT #2843	\$6.24	MILES HAMRE
04/02/2014	04/03/2014	MENARDS 3059	\$43.89	MILES HAMRE
03/21/2014	03/24/2014	HENRIKSEN ACE HARDWARE	\$54.96	TAMARA HAYS
03/25/2014	03/27/2014	THE HOME DEPOT 2801	\$58.70	TAMARA HAYS
03/26/2014	03/27/2014	MENARDS 3022	(\$200.18)	TAMARA HAYS
03/26/2014	03/27/2014	MENARDS 3022	\$186.87	TAMARA HAYS
03/26/2014	03/27/2014	MENARDS 3022	\$200.18	TAMARA HAYS
03/28/2014	03/31/2014	HENRIKSEN ACE HARDWARE	\$10.47	TAMARA HAYS
04/01/2014	04/03/2014	THE HOME DEPOT 2801	\$65.77	TAMARA HAYS
03/24/2014	03/31/2014	WW GRAINGER	(\$128.05)	GARY HINNENKAMP
03/25/2014	03/26/2014	FASTENAL COMPANY01	\$148.20	GARY HINNENKAMP
03/27/2014	03/28/2014	HENRIKSEN ACE HARDWARE	\$162.52	GARY HINNENKAMP
03/27/2014	03/31/2014	GRUBERS POWER EQUIPMENT	\$56.98	GARY HINNENKAMP
03/28/2014	04/01/2014	LTG POWER EQUIPMENT	\$824.00	GARY HINNENKAMP
04/01/2014	04/02/2014	HENRIKSEN ACE HARDWARE	\$6.49	GARY HINNENKAMP
04/01/2014	04/03/2014	METRO PRODUCTS INC	\$15.30	GARY HINNENKAMP
04/02/2014	04/03/2014	MENARDS 3059	\$18.28	GARY HINNENKAMP

04/01/2014	04/03/2014	WEDDINGPAGES INC	\$319.50	RON HORWATH
03/25/2014	03/26/2014	TWIN CITY FILTER SERVICE	\$68.60	DAVID JAHN
03/26/2014	03/26/2014	AMAZON MKTPLACE PMTS	\$50.95	DAVID JAHN
04/01/2014	04/03/2014	THE HOME DEPOT 2801	\$15.47	DAVID JAHN
04/02/2014	04/03/2014	AMAZON.COM	\$124.07	DAVID JAHN
04/03/2014	04/04/2014	BOARD OF AELSLAGID	\$134.50	JON JAROSCH
03/24/2014	03/26/2014	SPORTS AUTHORI00007112	\$99.99	KEVIN JOHNSON
03/25/2014	03/26/2014	RED WING SHOE STORE	\$191.24	DON JONES
04/03/2014	04/04/2014	MENARDS 3059	\$124.61	DON JONES
04/03/2014	04/04/2014	MENARDS 3059	\$19.53	DON JONES
03/24/2014	03/26/2014	HONEYBAKED HAM	\$127.36	LOIS KNUTSON
03/27/2014	03/28/2014	TARGET 00011858	\$8.13	LOIS KNUTSON
03/25/2014	03/26/2014	THE UPS STORE 2171	\$11.86	JASON KREGER
04/01/2014	04/03/2014	LANIER PARKING 10460	\$6.50	JASON KREGER
03/26/2014	03/28/2014	STREICHER'S MILW	\$340.00	NICHOLAS KREKELER
03/31/2014	04/01/2014	BATTERIES PLUS #31	\$107.11	NICHOLAS KREKELER
03/25/2014	03/26/2014	UNIFORMS UNLIMITED INC.	\$220.50	DAVID KVAM
03/27/2014	03/28/2014	UNIFORMS UNLIMITED INC.	\$32.00	DAVID KVAM
03/29/2014	03/31/2014	UNIFORMS UNLIMITED INC.	\$721.11	DAVID KVAM
03/31/2014	04/01/2014	UNIFORMS UNLIMITED INC.	\$44.99	DAVID KVAM
03/31/2014	04/01/2014	UNIFORMS UNLIMITED INC.	\$628.99	DAVID KVAM
03/31/2014	04/01/2014	UNIFORMS UNLIMITED INC.	\$628.99	DAVID KVAM
04/01/2014	04/03/2014	KAHLER GRAND HOTEL FAND B	\$15.76	DAVID KVAM
04/02/2014	04/03/2014	UNIFORMS UNLIMITED INC.	\$1,151.99	DAVID KVAM
04/02/2014	04/03/2014	COMCAST CABLE COMM	\$70.60	DAVID KVAM
04/02/2014	04/04/2014	KAHLER GRAND HOTEL FAND B	\$15.76	DAVID KVAM
04/03/2014	04/04/2014	KAHLER GRAND HOTEL	\$238.42	DAVID KVAM
04/03/2014	04/04/2014	BOARD OF AELSLAGID	\$269.00	STEVE LOVE
03/21/2014	03/24/2014	REGAL AUTO WASH XX	\$7.00	STEVE LUKIN
03/24/2014	03/25/2014	EMERGENCY AUTOMOTIVE	\$535.63	STEVE LUKIN
03/24/2014	03/26/2014	ASPEN MILLS INC.	\$868.48	STEVE LUKIN
03/24/2014	03/26/2014	ASPEN MILLS INC.	\$101.85	STEVE LUKIN
03/24/2014	03/26/2014	ASPEN MILLS INC.	\$67.90	STEVE LUKIN
03/24/2014	03/26/2014	ASPEN MILLS INC.	\$322.25	STEVE LUKIN
03/26/2014	03/27/2014	WALGREENS #01751	\$155.10	STEVE LUKIN
04/01/2014	04/02/2014	WELCOME WAGON	\$138.00	SASHA MEYER
03/24/2014	03/26/2014	OFFICE MAX	\$51.97	MICHAEL MONDOR
03/26/2014	03/27/2014	MED ALLIANCE GROUP INC	\$1,013.25	MICHAEL MONDOR
03/27/2014	03/31/2014	VIDACARE CORPORATION	\$1,771.03	MICHAEL MONDOR
04/01/2014	04/03/2014	BOUND TREE MEDICAL LLC	\$1,379.54	MICHAEL MONDOR
04/02/2014	04/03/2014	HAWK LABELING SYSTEMS	\$74.15	MICHAEL MONDOR
04/02/2014	04/03/2014	WITMER PUBLIC SAFETY G	\$617.89	MICHAEL MONDOR
03/21/2014	03/24/2014	HENRIKSEN ACE HARDWARE	\$38.98	JOHN NAUGHTON
04/03/2014	04/04/2014	HENRIKSEN ACE HARDWARE	\$7.28	JOHN NAUGHTON
04/01/2014	04/03/2014	KAHLER PARKING	\$5.38	MICHAEL NYE
04/02/2014	04/03/2014	UNIFORMS UNLIMITED INC.	\$7.99	MICHAEL NYE
03/20/2014	03/24/2014	OFFICE DEPOT #1090	\$61.65	MARY KAY PALANK
03/28/2014	03/31/2014	OFFICE DEPOT #1080	\$7.85	MARY KAY PALANK
03/28/2014	03/31/2014	OFFICE DEPOT #1090	\$59.26	MARY KAY PALANK
03/25/2014	03/26/2014	MENARDS 3059	\$6.74	ROBERT PETERSON
04/03/2014	04/04/2014	SHORT STOP	\$19.95	ROBERT PETERSON
03/21/2014	03/24/2014	AN FORD WHITE BEAR LAK	\$281.10	STEVEN PRIEM
03/24/2014	03/25/2014	FACTORY MTR PTS #1	\$162.53	STEVEN PRIEM
03/24/2014	03/25/2014	AN FORD WHITE BEAR LAK	\$109.41	STEVEN PRIEM
03/24/2014	03/25/2014	BAUER BUILT TIRE 18	\$396.30	STEVEN PRIEM
03/24/2014	03/25/2014	MTI	\$90.62	STEVEN PRIEM

03/24/2014	03/26/2014	WHEELCO BRAKE &SUPPLY	\$98.95	STEVEN PRIEM
03/25/2014	03/26/2014	EMERGENCY AUTOMOTIVE	\$10.00	STEVEN PRIEM
03/26/2014	03/27/2014	AUTO PLUS LITTLE CANADA	(\$96.91)	STEVEN PRIEM
03/26/2014	03/27/2014	AUTO PLUS LITTLE CANADA	\$150.94	STEVEN PRIEM
03/26/2014	03/27/2014	AUTO PLUS LITTLE CANADA	\$37.94	STEVEN PRIEM
03/27/2014	03/28/2014	AUTO PLUS LITTLE CANADA	\$18.78	STEVEN PRIEM
03/28/2014	03/31/2014	AUTO PLUS LITTLE CANADA	(\$2.41)	STEVEN PRIEM
03/28/2014	03/31/2014	ASPEN EQUIPMENT-BLOOMIN	\$140.81	STEVEN PRIEM
03/28/2014	03/31/2014	AUTO PLUS LITTLE CANADA	\$42.40	STEVEN PRIEM
03/28/2014	03/31/2014	AUTO PLUS LITTLE CANADA	\$10.16	STEVEN PRIEM
03/28/2014	03/31/2014	UNLIMITED SUPPLIES INC	\$60.19	STEVEN PRIEM
03/28/2014	03/31/2014	FLEETPRIDE 570	\$80.88	STEVEN PRIEM
03/31/2014	04/01/2014	AUTO PLUS LITTLE CANADA	(\$5.00)	STEVEN PRIEM
03/31/2014	04/01/2014	HENRIKSEN ACE HARDWARE	\$9.47	STEVEN PRIEM
03/31/2014	04/01/2014	AUTO PLUS LITTLE CANADA	\$90.93	STEVEN PRIEM
03/31/2014	04/01/2014	AN FORD WHITE BEAR LAK	\$103.77	STEVEN PRIEM
03/31/2014	04/02/2014	WHEELCO BRAKE &SUPPLY	\$109.51	STEVEN PRIEM
03/31/2014	04/02/2014	WHEELCO BRAKE &SUPPLY	\$221.46	STEVEN PRIEM
04/01/2014	04/02/2014	AGGRESSIVE HYDRAULICS	\$197.40	STEVEN PRIEM
04/01/2014	04/02/2014	AUTO PLUS LITTLE CANADA	\$73.56	STEVEN PRIEM
04/01/2014	04/02/2014	AN FORD WHITE BEAR LAK	\$510.69	STEVEN PRIEM
04/01/2014	04/03/2014	WHEELCO BRAKE &SUPPLY	\$93.40	STEVEN PRIEM
04/01/2014	04/03/2014	METRO PRODUCTS INC	\$99.15	STEVEN PRIEM
04/01/2014	04/03/2014	ZIEGLER INC COLUMBUS	\$6.62	STEVEN PRIEM
04/02/2014	04/03/2014	AN FORD WHITE BEAR LAK	(\$103.77)	STEVEN PRIEM
04/02/2014	04/03/2014	AUTO PLUS LITTLE CANADA	\$178.59	STEVEN PRIEM
04/02/2014	04/03/2014	BAUER BUILT TIRE 18	\$677.12	STEVEN PRIEM
04/03/2014	04/04/2014	AUTO PLUS LITTLE CANADA	\$231.28	STEVEN PRIEM
04/03/2014	04/04/2014	CERTIFIT AUTO PARTS-MN	\$31.75	STEVEN PRIEM
04/03/2014	04/04/2014	AN FORD WHITE BEAR LAK	\$25.13	STEVEN PRIEM
03/22/2014	03/24/2014	TARGET 00011858	\$5.45	KELLY PRINS
03/25/2014	03/26/2014	THE WEBSTAUANT STORE	\$122.02	KELLY PRINS
03/26/2014	03/27/2014	AMERICAN TIME & SIGNAL	\$632.01	KELLY PRINS
03/31/2014	04/01/2014	PMT*SIMPLEXSTORE	\$463.47	KELLY PRINS
04/01/2014	04/03/2014	PARK SUPPLY OF AMERICA IN	\$243.90	KELLY PRINS
03/24/2014	03/25/2014	MENARDS 3059	\$27.93	JUSTIN PURVES
04/01/2014	04/03/2014	THE HOME DEPOT 2801	\$8.91	JUSTIN PURVES
03/22/2014	03/24/2014	RED WING SHOE STORE	\$161.49	MICHAEL REILLY
03/31/2014	04/01/2014	HILLYARD INC MINNEAPOLIS	\$1,712.48	MICHAEL REILLY
04/03/2014	04/04/2014	HILLYARD INC MINNEAPOLIS	\$996.48	MICHAEL REILLY
04/01/2014	04/03/2014	SCW FITNESS EDUCATION	\$270.00	LORI RESENDIZ
04/02/2014	04/03/2014	TOYS R US #6046	\$13.50	AUDRA ROBBINS
03/27/2014	03/28/2014	LILLIE SUBURBAN NEWSPAPE	\$607.75	DEB SCHMIDT
04/01/2014	04/02/2014	GETTY IMAGES	\$1,568.00	DEB SCHMIDT
04/03/2014	04/04/2014	KAHLER GRAND HOTEL	\$310.80	PAUL SCHNELL
03/21/2014	03/24/2014	ON SITE SANITATION INC	(\$27.79)	SCOTT SCHULTZ
04/01/2014	04/03/2014	USA MOBILITY WIRELE	\$16.10	SCOTT SCHULTZ
04/02/2014	04/03/2014	POLLUTION CONTROL AGENCY	\$60.00	SCOTT SCHULTZ
03/25/2014	03/26/2014	GOODWILL	\$14.91	CAITLIN SHERRILL
03/25/2014	03/26/2014	TARGET 00011858	\$17.96	CAITLIN SHERRILL
03/25/2014	03/27/2014	ARC'S VALUE VILLAGE -	\$5.22	CAITLIN SHERRILL
03/25/2014	03/27/2014	DOLRTREE 4713 00047134	\$13.99	CAITLIN SHERRILL
03/28/2014	03/31/2014	BAGS UNLIMITED INC	\$30.13	MICHAEL SHORTREED
03/28/2014	03/31/2014	WWW.CLEVERBRIDGE.NET	\$115.36	MICHAEL SHORTREED
03/22/2014	03/24/2014	RED BALLOON BOOKSHOP	\$26.67	CHRISTINE SOUTTER
03/27/2014	03/31/2014	METRO SALES INC	\$702.00	JOANNE SVENDSEN

03/31/2014	04/01/2014	NWTC WEB REGISTRATION	\$175.00	JOANNE SVENDSEN
03/31/2014	04/02/2014	LIFELINE TRAINING - CA	\$189.00	JOANNE SVENDSEN
04/02/2014	04/03/2014	UNIFORMS UNLIMITED INC.	\$63.60	BRIAN TAUZELL
03/25/2014	03/26/2014	CUB FOODS #1599	\$63.17	JAMES TAYLOR
03/26/2014	03/28/2014	VICTORY PARKING INC	\$9.00	MICHAEL THOMPSON
04/03/2014	04/04/2014	BOARD OF AELSLAGID	\$134.50	MICHAEL THOMPSON
03/21/2014	03/24/2014	TRUCK UTILITIES INC ST PA	\$118.45	JEFF WILBER
03/20/2014	03/24/2014	OFFICE DEPOT #1090	\$57.81	TAMMY YOUNG
03/21/2014	03/24/2014	OFFICE DEPOT #1090	\$6.99	TAMMY YOUNG
03/21/2014	03/24/2014	THE HOME DEPOT 2801	\$26.62	TAMMY YOUNG
03/27/2014	03/28/2014	AE SIGN SYSTEMS	\$54.49	SUSAN ZWIEG
03/31/2014	04/01/2014	DALCO ENTERPRISES, INC	\$172.43	SUSAN ZWIEG

\$52,023.28

**MEMORANDUM**

**TO:** Chuck Ahl, City Manager  
**FROM:** Gayle Bauman, Finance Director  
**DATE:** April 7, 2014  
**SUBJECT:** Approval to Hire Consultant to Update Job Evaluation System and Conduct a Classification and Compensation Study

**Introduction**

It is recommended that the Council authorize staff to hire a consultant to update the City's job evaluation and compensation system and assess market compatibility of its positions.

**Background**

The City of Maplewood is currently utilizing a job evaluation and compensation system that is over ten years old. It is outdated and needs to be updated. The City has approximately 86 job positions and throughout the last ten years there have been several changes in position classifications, new position additions, job combinations and eliminations, and compensation schedule adjustments. The job evaluation and compensation system needs to meet Federal and State Compensation Standards as well as be competitive in today's marketplace.

The City has solicited quotes from three vendors and is currently going through a review and reference check process to determine which system/study would be the best fit for our City. The vendors all have experience with public sector compensation work.

**Budget Impact**

The work will be financed by the Employee Benefits Fund and is estimated to cost \$17,000 to \$30,000. There are sufficient dollars in this fund to cover the cost.

**Recommendation**

It is recommended that the Council authorize the City Manager to hire a consultant to update the City's job evaluation system and conduct a classification and compensation study with a not to exceed budget of \$30,000.

**MEMORANDUM**

**TO:** Chuck Ahl, City Manager

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

**DATE:** April 01, 2014

**SUBJECT:** Approval of a Temporary Lawful Gambling Permit and Waiver of Permit Fee, Church of the Presentation of the Blessed Virgin Mary, 1725 Kennard Street

**Introduction**

An application for a temporary Lawful Gambling permit has been submitted by Stephen Blessing on behalf of the Church of the Presentation of the Blessed Virgin Mary, 1725 Kennard Street, Maplewood.

**Background**

This permit will be used for the church's annual Spring Festival from Saturday, May 3<sup>rd</sup> to Sunday, May 4<sup>th</sup>, 2014 from 11:00am to 11:00pm each day. Proceeds from the event will go towards raising funds Church operations.

In addition, Mr. Blessing has applied for a temporary Amusement Rides permit for the event. As a new attraction to the festival, Mr. Blessing hopes to allow its entire revenue to go towards the funds raised for the Church. For this reason Mr. Blessing is requesting the fee of \$381.00 be waived.

**Budget Impact**

None

**Recommendation**

Staff recommends that Council approve the temporary Lawful Gambling permit for the Church of the Presentation of the Blessed Virgin Mary's Spring Festival on May 3<sup>rd</sup>-4<sup>th</sup> at 1725 Kennard Street, Maplewood and fee waiver for the accompanying temporary Amusement Rides permit.

**MEMORANDUM**

**TO:** Chuck Ahl, City Manager  
**FROM:** Karen Guilfoile, Director Citizen Services  
**DATE:** April 01, 2014  
**SUBJECT:** Approval of a Temporary Lawful Gambling Permit for St. Pascal Baylon Church, 2100 White Bear Avenue

**Introduction**

An application for a temporary Lawful Gambling permit has been submitted by Michael Lentz for St. Pascal Baylon Catholic Church, to be used at 2100 White Bear Avenue, Maplewood.

**Background**

This permit will be used for the church's annual Friends and family Dinner, held at the Maplewood Community Center on Saturday, April 26, 2014 from 6:00pm to 10:00pm. Proceeds from the event will go towards raising funds to support the operation budget of the school and parish.

**Budget Impact**

None

**Recommendation**

Staff recommends that Council approve the temporary Lawful Gambling permit for St. Pascal Baylon Catholic Church, to be used at 2100 White Bear Avenue on April 26, 2014.

**MEMORANDUM**

**TO:** Charles Ahl, City Manager  
**FROM:** Karen Guilfoile, Director Citizen Services Director  
**DATE:** April 08, 2014  
**SUBJECT:** Approval of a Motor Fuel Station License for Holiday Stationstores Inc,  
2729 Stillwater Road

**Introduction**

James Hupp, on behalf of Holiday Stationstores, Inc has submitted an application for a Motor Fuel Station license, to be located at 2729 Stillwater Road. This location currently operates as a Motor Fuel Station under the ownership of Yocum Oil Company, Inc. The application submitted has met the review of the Maplewood City Planner and Fire Marshal and awaits Council approval before being issued.

**Budget Impact**

None

**Recommendation**

It is recommended that Council approve the Motor Fuel Station license for Holiday Stationstores Inc, 2729 Stillwater Road

**MEMORANDUM**

**TO:** Charles Ahl, City Manager

**FROM:** DuWayne Konewko, Parks and Recreation Director

**SUBJECT:** Approval of Access Agreement with MPCA for Installation of Monitoring Well at Geranium Park

**DATE:** April 2, 2014

**Introduction**

The Minnesota Pollution Control Agency (MPCA) is requesting City approval for the installation of a monitoring well at Geranium Park. This monitoring well and others across the state will become part of MPCA's Enhancing Ambient Groundwater Quality Monitoring Program in Minnesota. The program is funded through the Clean Water, Wildlife, Cultural Heritage and Natural Areas Amendment – Legacy Amendment approved in 2008. I have attached a copy of the MPCA fact sheet for your review that describes the program in more detail (attachment 1).

The proposed monitoring well is located in the northeast corner of Geranium Park. Staff will be working directly with MPCA and its contractor to identify the exact location of the well. Staff wants to ensure that the location of the monitoring well will not disrupt or compromise the use of the park. It's anticipated, pending council approval, that the well will be installed sometime this spring. The MPCA will be responsible for obtaining all permits and will also contact the utility companies prior to drilling the well.

In order for the MPCA to proceed with the installation of the monitoring well, a Property Access Agreement with the City must be secured. Attached is a draft copy of the proposed MPCA Property Access Agreement with the City of Maplewood for your review (attachment 2). City Attorney Mr. Kantrud has reviewed the agreement.

**Recommendation**

Staff recommends approval of the MPCA Property Access Agreement with the City of Maplewood for the purpose installing a groundwater monitoring well at Geranium Park.

**Attachments**

1. Enhancing Ambient Groundwater Quality Monitoring in Minnesota Fact Sheet.
2. MPCA Property Access Agreement with the City of Maplewood.



Minnesota  
Pollution  
Control  
Agency

# Enhancing Ambient Groundwater Quality Monitoring in Minnesota

## For the Clean Water Land and Legacy Amendment

Water Quality/Ambient Monitoring #1.05 • December 2009

### For More Information

For additional information about the MPCA's ambient groundwater quality monitoring network, contact the MPCA's Ambient Groundwater Monitoring Coordinator in the Environmental Analysis and Outcomes Division at 651-296-6300 or 800-657-3864.

**G**round water provides drinking water to about 75 percent of Minnesotans and contributes water to stream, rivers, lakes, and wetlands. The Minnesota Pollution Control Agency (MPCA) monitors the quality of our groundwater and protects it from contamination in cooperation with other state and local agencies.

### What Is Ambient Monitoring?

Ambient monitoring is one important component of the MPCA's groundwater protection efforts. Data collected from ambient monitoring activities provide information about the general quality of Minnesota's groundwater and helps identify whether the quality is getting better, worse, or not changing. Ambient monitoring involves the sampling of groundwater across large geographic settings and provides a large-scale or "big picture" view of groundwater quality conditions across the state. Ambient monitoring is not conducted where there is known contamination.

### How Is This Information Used?

Data collected from MPCA ground water investigations is valuable to drinking water protection efforts. This data informs the state's drinking water supply protection efforts, identifies threats to groundwater quality, and guides the development of best management practices to avoid future groundwater impacts. These data are available on-line through the MPCA's Environmental Data Access system.

### MPCA's Ambient Groundwater Monitoring Network

The MPCA's ambient monitoring network focuses on determining the amount of non-agricultural chemicals in the aquifers that are most susceptible to pollution from human activities. The network focuses on the surficial

sand and gravel and Prairie du Chien-Jordan aquifers. Both of these are heavily used for drinking water. Assessments of agricultural chemicals are performed by the Minnesota Department of Agriculture.

A network of shallow wells tapping the water table is monitored by the MPCA as an early warning network in the surficial sand and gravel aquifers. Groundwater near the water table typically is not used as a source of potable water supplies and likely does not reflect the quality of water people are consuming, but any changes in groundwater quality will be detected first in these wells. The early warning network detects whether human activities may be affecting groundwater quality.

The MPCA is enhancing its early warning network to improve the assessment of groundwater quality conditions and trends across the state. The agency will be installing additional monitoring wells and focuses on typical urban land use settings. The newly-constructed wells will be sampled annually for non-agricultural chemicals.

### Clean Water Land and Legacy Amendment

Enhancements to the MPCA's ambient groundwater quality monitoring network are funded through the Clean Water, Wildlife, Cultural Heritage and Natural Areas Amendment. On November 4, 2008, Minnesota voters approved this amendment which increased the sales and use tax rate by three-eighths of one percent on taxable sales through 2034. Part of these funds are used to protect, enhance, and restore the groundwater, with at least five percent of the funds targeted to protect drinking water source.

**MPCA PROPERTY ACCESS AGREEMENT  
WITH  
CITY OF MAPLEWOOD**

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1. Purpose of Agreement. As part of its duties under state law, the Minnesota Pollution Control Agency (MPCA) maintains a network of groundwater monitoring wells to monitor the quality of the groundwater in Minnesota. Information on the groundwater monitoring network is available at <http://www.pca.state.mn.us/index.php/water/water-types-and-programs/groundwater/groundwater-monitoring-and-assessment/index.html>. The MPCA is seeking to install additional wells to add to its network in Geranium Park, 2568 Geranium Avenue East, Maplewood Minnesota, Ramsey County. The City of Maplewood owns property in the targeted area that the MPCA has determined would be suitable for the installation of groundwater monitoring wells that would be part of the MPCA's groundwater monitoring network.
2. Parties. This agreement is between the MPCA and the City of Maplewood (the "Property Owner") where the MPCA would like to install monitoring wells.
3. Authority. The MPCA is authorized to enter any property, public and private, for the purpose of conducting surveys under Minn. Stat. § 115.04, subd. 3. The Property Owner has the duty to cooperate with the MPCA under Minn. Stat. § 115.06.
4. Consent to access. The Property Owner hereby authorizes the MPCA, its employees and agents, to enter the Properties shown on attachment 1 (maps of well locations) for the purpose of:
  - 1) installing a single groundwater monitoring well and/or protective posts at each location shown on attachment 1; and
  - 2) collecting groundwater samples from the monitoring wells on an annual basis until this Agreement is terminated.
5. Pre-installation meeting. The MPCA or its designated representative will meet with the designated Property Owner's designated contact person at least two weeks before the installation. At this time, the MPCA or its designated representative will provide the Property Owner with the name of the MPCA's contractor, and the Property Owner will provide the MPCA with information concerning any hours or operation restrictions or other policies that might be applicable. The MPCA or its designated representative will ensure that its contractor is aware of and complies with Property Owner ordinances on noise and hours of operation. At the meeting, the MPCA or its designated representative and the Property Owner will identify a specific mutually agreeable location *within* each designated property on attachment 1 for the monitoring well.
6. Contacts. The MPCA's project manager and contact is Sharon Kroening (phone: 651-757-2507, email: [sharon.kroening@state.mn.us](mailto:sharon.kroening@state.mn.us)). The contact person for the Property Owner shall be the DuWayne Konewko or his designee, currently at 651.249.2330 or [DuWayne.Konewko@ci.maplewood.mn.us](mailto:DuWayne.Konewko@ci.maplewood.mn.us)
7. Permits, required actions. The MPCA will be responsible for obtaining all permits and providing notices to utilities related to the installation. The MPCA's consultant will coordinate all contractors involved in installation, including locating all utilities prior to well installations and completing all Minnesota Department of Health permits required to install the wells. These permits and notices will be available to the Property Owner upon request.

8. Access related to well installation; notice. The Property Owner understands and agrees that the well installations will require three separate site visits. All buried utilities will be located during the first site visit. This will take approximately 1-2 hours to complete and will be done prior to the well installations. The wells will be drilled during second site visit, which will take approximately one working day to complete. The wells will be prepared for water sample collection during the final site visit. This involves pumping water from the wells and monitoring its quality. These activities will take one-half day to complete and will be performed no sooner than 24 hours after well installation. The MPCA will require its contractor to provide notice to the Property Owner at least 48 hours before each of these activities is scheduled. The Property Owner is welcome to observe these activities.

9. Access related to sampling; notice of sampling. After installation, the MPCA will sample the monitoring wells once a year. Sampling will involve pumping water from the wells, collecting field measurements of the water, and collecting samples for later laboratory analysis. Sampling will take between 1 to 2 hours to complete. The MPCA or its consultant will notify the Property Owner at least 48 hours before entering the Property for the purpose of sampling. The Property Owner is welcome to observe the sampling.

10. Hours of work. All work under this access agreement will be conducted during regular business hours (Monday thru Friday 8:00 AM to 5:00 PM) unless the MPCA or its consultant receives written permission from the Property Owner to conduct work during different hours.

11. Disturbance of property. The well installations and sampling will be performed by the MPCA in a manner which minimizes interference with the Property Owner's use of the Property. If the MPCA's activities disturb any portion of the Property, the MPCA will restore the property to as close to its original condition as is reasonably possible under the circumstances.

12. Sampling results. The MPCA shall provide copies of the results of all sampling conducted on the Property to the Property Owner after test validations. The data collected from the monitoring wells on the Property will be public information.

13. Liability. The MPCA will be liable for injury to or loss of property or personal injury or death caused by any act or omission of any employee of the State of Minnesota in the performance of the work described above, under circumstances where the State of Minnesota, if a private person, would be liable to the claimant, in accordance with Minn. Stat. § 3.736.

14. Termination. These monitoring wells are part of a network designed to provide long-term information about Minnesota's groundwater quality. It is the MPCA's intention to maintain these monitoring wells and to monitor them indefinitely. This agreement, however, can be terminated by either party (MPCA or Property Owner) with 60 days written notice to the other party. The Property Owner understands that, should either party decide to terminate this agreement, state law requires proper closure of the wells. The MPCA will be responsible for all costs and activities associated with closure of each monitoring well. The Property Owner agrees and understands that, to close the wells, it will be necessary to provide access to the MPCA for the purpose of well closure, and the Property Owner hereby agrees to provide that access, conditioned only on 48 hours written notice.

15. Sale of Property. If the Property Owner sells the Property, the Property Owner agrees that it shall notify the buyer of this access agreement and provide the MPCA with notice and an opportunity to reach agreement with the buyer under which continued access for sampling will be allowed.

MINNESOTA POLLUTION CONTROL AGENCY

**Property Owner: City of Maplewood**

\_\_\_\_\_  
Katrina Kessler  
Manager, Water Assessment and  
Environmental Information Section

\_\_\_\_\_  
By: Nora Slawik  
Its: Mayor, City of Maplewood

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

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

Approved as to Form:

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

Alan Kantrud,  
Maplewood City  
Attorney

## MEMORANDUM

**TO:** Chuck Ahl, City Manager

**FROM:** Michael Thompson, Director of Public Works/City Engineer

**DATE:** March 24, 2014

**SUBJECT:** Approval of Resolution Directing Modification of Existing Construction Contract, Change Order No. 2, East Metro Public Safety Training Center Phase I Bid Package 5 Improvements, City Project 09-09

### Introduction

The City Council will consider approving the attached resolution directing the modification of the existing construction contract for the East Metro Public Safety Training Center, Phase 1 Bid Package 5 Improvements, City Project 09-09.

### Background

On July 8, 2013, the Council awarded Weber Construction Company a construction contract for construction of the Burn Building and the tower portion of the Training Tower Building at the East Metro site in the amount of \$1,518,000.00. There has been one change order to the contract to date. Change Order 1, in the amount of \$7,580.50 was approved on January 27, 2014.

The East Metro Bid Package 5 Improvements project has been under construction since fall 2013 and is scheduled to be completed by June 2014. Coordination with the burn equipment supplier and review of the buildings during the construction process has resulted in the need to make minor changes in the facility to better meet both short term and long term operational needs.

### Discussion

The modifications include modifying door hardware to stainless steel, adding a circuit breaker to the electrical panel, increasing the interior block wall thickness in selected areas to accommodate a drain pipe, and adding a gas trap/vent to the drain pipe system.

The change order costs are summarized below:

Change Order #2	Unit	Amount
Item PCO#1 Stainless steel hinges	LS	2,638.45
Item PCO#2 Add circuit breaker to LP-1	LS	756.18
Item PCO#3 Increase block wall size	LS	1,390.73
Item PR#4 Gas trap	LS	1,495.25
Net Project Cost Increase		\$6,280.61

**Budget Impact**

Approval of Change Order No. 2 will increase the project construction contract amount by \$6,280.61 from \$1,525,580.50 to \$1,531,861.11. No adjustments to the approved project budget are needed at this time.

**Recommendation**

Staff recommends that the City Council approve the attached Resolution Directing Modification of Existing Construction Contract, Change Order No. 2, for the East Metro Public Safety Training Center Phase 1 Bid Package 5 Improvements, City Project 09-09.

**Attachments**

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

**RESOLUTION  
DIRECTING MODIFICATION OF EXISTING CONSTRUCTION CONTRACT  
PROJECT 09-09, BID PACKAGE 5, CHANGE ORDER NO. 2**

WHEREAS, the City Council of Maplewood, Minnesota has heretofore ordered made Improvements Project 09-09, East Metro Public Safety Training Center Phase I Bid Package 5 Improvements, and has let a construction contract pursuant to Minnesota Statutes, Chapter 429, and

WHEREAS, it is now necessary and expedient that said contract be modified and designated as Improvement Project 09-09, Change Order No. 2.

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

1. The Mayor and City Engineer are hereby authorized and directed to modify the existing contract by executing said Change Order No. 2 which is an increase of \$6,280.61

The revised contract amount is \$1,531,861.11.

Adopted by the Maplewood City Council on this 14th day of April 2014.

# AIA® Document G701™ - 2001

## Change Order

<b>PROJECT (Name and address):</b> East Metro Public Safety Training Center 34th St. & Century Ave. N. Maplewood, MN	<b>CHANGE ORDER NUMBER:</b> 002 <b>DATE:</b> March 5, 2014	<b>OWNER:</b> <input checked="" type="checkbox"/> <b>ARCHITECT:</b> <input checked="" type="checkbox"/> <b>CONTRACTOR:</b> <input checked="" type="checkbox"/> <b>FIELD:</b> <input type="checkbox"/> <b>OTHER:</b> <input type="checkbox"/>
<b>TO CONTRACTOR (Name and address):</b> Weber, Inc. 110 Franklin Center 2497 7th Avenue East North St. Paul, MN 55109	<b>ARCHITECT'S PROJECT NUMBER:</b> Maple 117956 <b>CONTRACT DATE:</b> August 26, 2013 <b>CONTRACT FOR:</b> General Construction	

**THE CONTRACT IS CHANGED AS FOLLOWS:**

(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)  
1) Correction to Change Order #1 language regarding PR #2 - Item should read "Provide additional sand backfill as described in PR#2 items #1 and #2. Item #3 not provided at this time." The cost figures in Change Order #1 are correct.

- 2) Proposal Request #4 - Gas Traps - Add \$1,495.25
- 3) PCO #1- stainless steel hinges - Add \$2,638.45
- 4) PCO #2 - Add circuit breaker - Add \$756.18.
- 5) RFI 18 and PCO #3 - 10" CMU in lieu of 6" cmu to accommodate plumbing. Add \$1,390.73

The original Contract Sum was	\$ 1,518,000.00
The net change by previously authorized Change Orders	\$ 07580.50
The Contract Sum prior to this Change Order was	\$ 1,525,580.50
The Contract Sum will be increased by this Change Order in the amount of	\$ 6280.61
The new Contract Sum including this Change Order will be	\$ 1,531,861.11

The Contract Time will be increased by Zero (0) days.  
The date of Substantial Completion as of the date of this Change Order therefore is unchanged.

**NOTE:** This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

**NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.**

S.E.H. Inc. <b>ARCHITECT (Firm name)</b> 3535 Vadnais Center Drive, St. Paul MN 55114-5196 <b>ADDRESS</b>  BY (Signature) Laurence Koch AIA (Typed name) March 5, 2014 <b>DATE</b>	Weber, Inc. <b>CONTRACTOR (Firm name)</b> 110 Franklin Center, 2497 7th Avenue East, North St Paul, MN 55109 <b>ADDRESS</b>  BY (Signature) Steve Weber (Typed name) March 5, 2014 <b>DATE</b>	City of Maplewood <b>OWNER (Firm name)</b> City Hall, 1830 County Road B East, Maplewood MN 55109 <b>ADDRESS</b>  BY (Signature)  (Typed name)  <b>DATE</b>
--	--	---

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User Notes:

**MEMORANDUM**

**TO:** Chuck Ahl, City Manager

**FROM:** Michael Thompson, Public Works Director/City Engineer  
Bryan P. Nagel, Street Superintendent

**DATE:** April 7, 2014

**SUBJECT:** Approval of Purchase for 2014 - 2015 Road Salt

**Introduction**

Each year the street maintenance division purchases de-icing salt under a state cooperative purchasing agreement. The council should consider approval of this purchase.

**Background**

In order to be included in this program, the state requires the city to submit estimated salt needs for the 2014 - 2015 season in April. This year the state will have two separate contracts, one for regular road salt and one for treated road salt. Both contracts will have the 80/120 rule which requires the city to purchase at least 80% of the estimated order quantity and the vendor guarantees to supply 120% of the city's estimated order quantity at the locked price.

Early orders are required to be included in the cooperative purchasing contract. Based on usage and carry over from this past season, we estimate regular road salt needs of 700 tons (estimated at \$67.11/ton) and treated road salt needs of 600 tons (estimated at \$76.00/ton).

**Budget Impact**

It is anticipated regular road salt would cost about \$47,000 with treated road salt at \$46,000 for a total of about \$93,000. With the harsh winter the City required extra delivery and purchase of materials for both regular and treated salt. Our inventory has been significantly depleted. The current status of budget allocation for salt in 2014 is \$35,800. The needed balance to satisfy the rest of this expenditure is \$57,200, and would be offset by operational cuts in Public Works.

**Recommendation**

It is recommended that the City Council authorize the purchase of de-icing salt under state contract in an amount estimated at \$93,000.

**MEMORANDUM**

**TO:** Chuck Ahl, City Manager

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

**DATE:** April 9, 2014

**SUBJECT:** Approval of \$300 Contribution Toward the Zero-Waste Contract for the Waterfest Event

**Introduction**

Waterfest was created by the Ramsey-Washington Metro Watershed District (RWMWD) in 2000, and remains an annual family event to celebrate clean water. This year Waterfest will be held on Saturday, May 31 at Phalen Lake. The Maplewood Nature Center and Environmental and Natural Resources Commission will host booths at the event. Nature Center's live animals are always a big hit with the kids and the Commission will spotlight a timely environmental issue.

In 2013 RWMWD worked with Eureka Recycling, St. Paul's recycling contractor, to make Waterfest a zero-waste event. Through careful planning the amount of trash generated during the event was decreased to 1/5<sup>th</sup> an ounce per attendee (refer to 2013 Zero Waste Summary attached). RWMWD and the cities of St. Paul, Roseville, and Maplewood contributed funds to help pay for the zero-waste contract. RWMWD is requesting that the City of Maplewood contribute \$300 toward this year's zero-waste contract (refer to contribution request attached).

**Budget Impact**

The \$300 Waterfest zero-waste contract contribution will come from the Recycling Fund and will assist the City in achieving its recycling education goals.

**Recommendation**

Approve a \$300 contribution to Ramsey-Washington Metro Watershed District. This contribution will help fund the zero-waste contract for the Waterfest event scheduled for May 31.

**Attachments**

1. Waterfest - 2013 Zero Waste Summary
2. Ramsey-Washington Metro Watershed District Zero-Waste Contract Contribution Request



## WaterFest 2013 Zero Waste Event Summary

Eureka Recycling is proud to have worked with the Ramsey-Washington Metro Watershed District to help make their annual WaterFest at Lake Phalen a zero-waste event. On June 1, 2013 more than 4,000 “water fans” came together to celebrate this incredible liquid and all it connects to: the environment, animals, outdoors, and community. Through careful planning, we were able to compost 204 pounds of material and recycle 79.7 pounds, which was 84% of all the waste generated at the event. All together the attendees, volunteers, exhibitors, and vendors only generated 54.9 pounds of trash—that is only **a fifth of an ounce per attendee!**

This result would not have been possible without advance planning by event organizer Debbie Meister. She made sure all vendors and exhibitors were aware of the zero-waste goals and located all the food vendors in one area to make it easy to compost all of the paper boats, corn cobs, and other food scraps. The five food vendors did a great job using only compostable or recyclable packaging and utensils with their wares as well as sorting their recycling and composting generated behind their booths.

Nearly half the trash was the wooden and metal crates that held the corn sold at the event. Other items in the trash included diapers and food and beverage containers brought in from outside the event by attendees. With another year under our belt and more education to attendees and vendors about how to reduce waste at WaterFest, we should be able to get even closer to zero!

So congratulations to the Debbie Meister, the Ramsey-Washington Metro Watershed District and all the staff, exhibitors, vendors, and volunteers who worked on this community celebration of water! This event was a success not only because we got to work towards zero waste, but also because so many people realized that with a little planning and a lot of cooperation, together we can reach a waste-free tomorrow.

Eureka Recycling is the only organization in Minnesota that specializes in zero waste. The organization’s services, programs, and policy work present solutions to the social, environmental, and health problems associated with wasting. For over 20 years, Eureka Recycling has been Saint Paul's nonprofit recycler. Other programs include the Twin Cities Free Market, the Recycled Paper Co-op, commercial composting, composting workshops, event recycling, and zero-waste event services. Driven by a mission to demonstrate that waste is preventable, not inevitable, our programs and services are designed to ensure the greatest environmental benefit with minimal cost and inconvenience.

Thank you to the Cities of Saint Paul, Maplewood, and Roseville for your sponsorship and support in helping make this a zero-waste event.

(651) 222-SORT (7678)  
[www.eurekarecycling.org](http://www.eurekarecycling.org)

Our mission is to reduce waste today through innovative resource management and to reach a waste-free tomorrow by demonstrating that waste is preventable, not inevitable.

An affirmative action, equal opportunity employer.

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**Ramsey-Washington Metro**



2665 Noel Drive  
Little Canada, MN 55117  
(651) 792-7950  
fax: (651) 792-7951  
email: [office@rwmwd.org](mailto:office@rwmwd.org)  
website: [www.rwmwd.org](http://www.rwmwd.org)

February 26, 2014

Shann Finwall, AICP  
Environmental Planner  
City of Maplewood  
1902 County Road B East  
Maplewood, MN 55109

Dear Ms. Finwall,

Again this year WaterFest 2014 will be a zero-waste event. Last year Maplewood was able to donate \$300 toward the zero-waste contract with Eureka Recycling for recycling and composting service. We are asking for a \$300 contribution again this year to fund Eureka's service.

We appreciate Maplewood's involvement in WaterFest and look forward to working with you on this festival.

Sincerely,

A handwritten signature in cursive script that reads "Debbie Meister".

Debbie Meister  
WaterFest Coordinator

**MEMORANDUM**

**TO:** Charles Ahl, City Manager

**FROM:** Melinda Coleman, Assistant City Manager  
Michael Martin, AICP, Planner

**DATE:** April 8, 2014

**SUBJECT:** Approval of a Conditional Use Permit Review, T-Mobile Cellular Telephone Tower at Harmony Learning Center, 1961 County Road C East

**Introduction**

The conditional use permit (CUP) for the telecommunications monopole at 1961 County Road C East is due for review. The CUP is to operate a monopole on the site with ground equipment. (See the maps and the city council minutes attached to this report.) Also up for review is the greenhouse that was approved by a CUP for this site last year.

**Background**

On December 14, 2009, the council approved the following for this site:

1. A conditional use permit (CUP) for a tower and related equipment at a school. Section 44-1321(b)(2)b of the city code requires a conditional use permit for communications towers located at a school
2. The tower design and site plan.

On December 13, 2010, November 28, 2011, December 10, 2012 and April 29, 2013, the city council reviewed the CUP and agreed to review it again in the future.

**Discussion**

During the summers of 2011 and 2012, staff has inspected the site and has routinely found the required vegetation either dead or not healthy. The applicant has been quick to respond and replace dead vegetation. Last month, during staff's inspection of this site, all the vegetation was in place but a small section within one panel of the required screening had been knocked out and is missing. The applicant was made aware of this issue. At the time of writing this report the fence has yet to be repaired but staff's past interactions with the applicant indicate the fence will be repaired in a timely manner.

Staff recommends reviewing this permit again in one year to ensure the site continues to meet the conditions of approval and that the landscaping remains healthy.

**Budget Impact**

None

**Recommendation**

Review the CUP for the monopole at 1961 County Road C East again in one year.

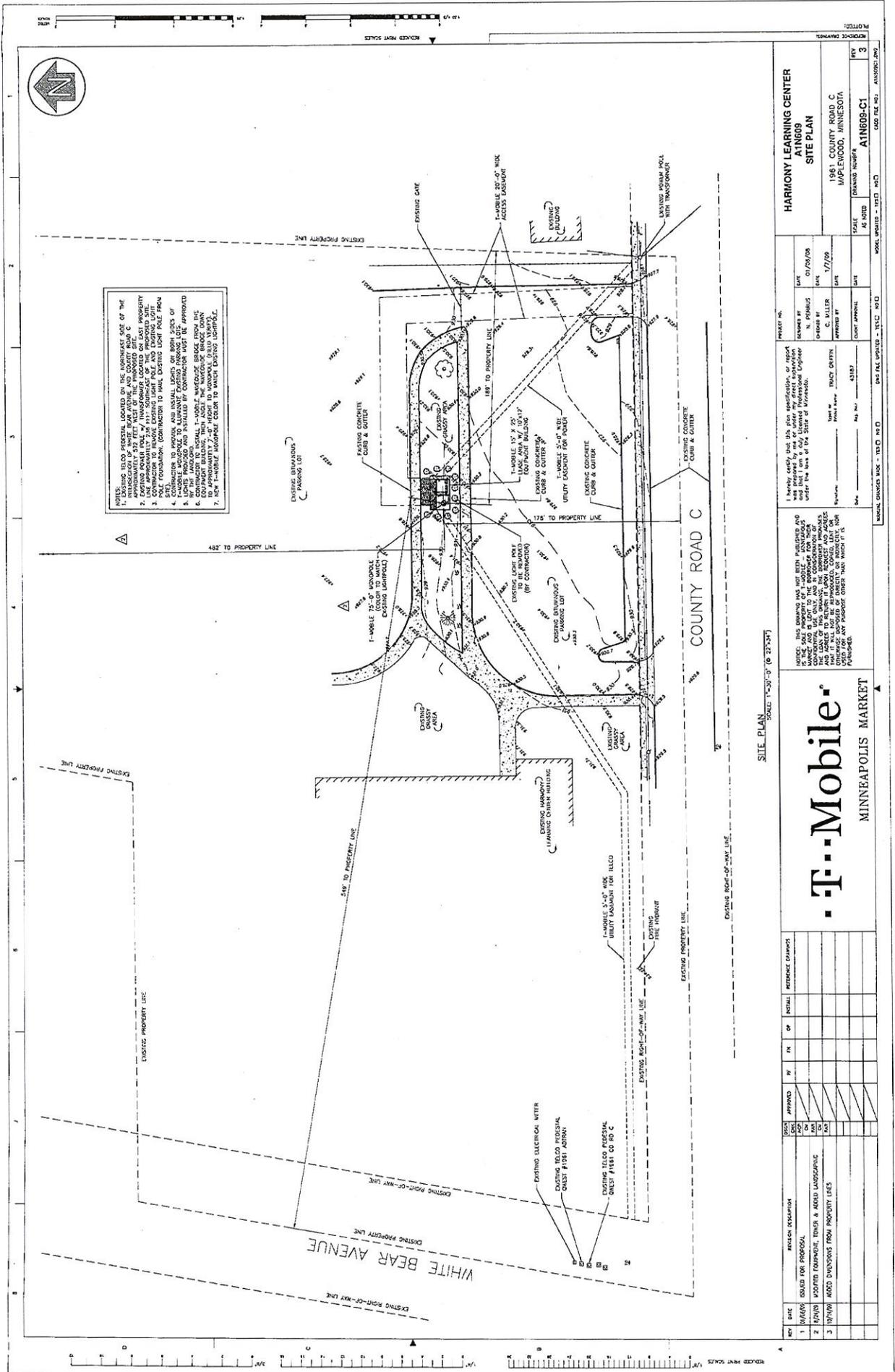
**Attachments**

1. Location Map
2. Site Plan, dated October 14, 2009
3. December 14, 2009 CUP Conditions
4. Approved Landscaping Plan

# T-Mobile — Request for Conditional Use Permit and CDRB Review



Figure One — Location Map  
City of Maplewood  
April 8, 2009



- NOTES:**
1. ALL UTILITIES LOCATED ON THE DRAWING EAST OF THE INTERSECTION OF WHITE BEAR AVENUE AND COUNTY ROAD C ARE TO BE MAINTAINED BY THE CONTRACTOR.
  2. EXISTING CONCRETE CURB & GUTTER LOCATED ON EAST PROPERTY LINE APPROXIMATELY 7'-0\"/>
  - 3. ALL UTILITIES LOCATED ON THE DRAWING WEST OF THE PROPERTY LINE ARE TO BE MAINTAINED BY THE CONTRACTOR.
  - 4. CONTRACTOR TO IMPROVE AND INSTALL LIGHTS ON BOTH SIDES OF THE PROPERTY LINE APPROXIMATELY 7'-0\"/>
  - 5. CONTRACTOR TO INSTALL 1-WIRE W/ MONOPOLE BRACE FROM THE PROPERTY LINE TO THE MONOPOLE APPROXIMATELY 7'-0\"/>
  - 6. CONTRACTOR TO INSTALL 1-WIRE W/ MONOPOLE BRACE FROM THE PROPERTY LINE TO THE MONOPOLE APPROXIMATELY 7'-0\"/>
  - 7. NEW 1-WIRE W/ MONOPOLE COLOR TO MATCH EXISTING IDENTICAL.

**SITE PLAN**  
SCALE: 1"=30'-0" (ø 27'53")

<b>HARMONY LEARNING CENTER</b>	
<b>AT INGOS</b>	
<b>SITE PLAN</b>	
PROJECT NO.	AT1009-C1
DATE	07/24/09
DESIGNED BY	N. PERHUIS
CHECKED BY	C. MILLER
DATE	1/7/09
PROJECT NAME	TRACY CENTER
ADDRESS	1961 COUNTY ROAD C
CITY	MAPLEWOOD, MINNESOTA
SCALE	AS SHOWN
DATE	07/24/09
REV	3

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 License No.: \_\_\_\_\_  
 State: \_\_\_\_\_

MINN. CHARTERED BLDG. - 1932 D. NO. D. 43337  
 MINN. CHARTERED BLDG. - 1932 D. NO. D. 43337

NOTED: THIS DRAWING HAS NOT BEEN PUBLISHED AND IS NOT TO BE USED FOR ANY OTHER PROJECT. ANY REVISIONS TO THIS DRAWING MUST BE MADE BY THE ORIGINAL DESIGNER AND APPROVED BY THE ORIGINAL DESIGNER. ANY REVISIONS TO THIS DRAWING MUST BE MADE BY THE ORIGINAL DESIGNER AND APPROVED BY THE ORIGINAL DESIGNER.

**T-Mobile**  
MINNEAPOLIS MARKET

REV	DATE	REVISION DESCRIPTION	DESIGNER	CHECKED	APPROVED	BY	IN	OF	REVISIONS
1	10/16/09	ISSUED FOR PERMITS							
2	11/10/09	MODIFIED EQUIPMENT, TOWER & MOBILE LANDSCAPING							
3	10/16/09	MOVED DIVISIONS FROM PROPERTY LINES							

**MINUTES**  
**MAPLEWOOD CITY COUNCIL**  
6:30 p.m., Monday, December 14, 2009  
Council Chambers, City Hall  
Meeting No. 24-09

**L. NEW BUSINESS**

1. **T-Mobile Tower – Conditional Use Permit And Design Review, 1961 County Road C (This item was heard out of order before L1. due to the request of Mayor Longrie)**

Councilmember Rossbach recused himself from the discussion due to a potential conflict of interest.

- a. Planner, Michael Martin gave the report and answered questions of the council.
- b. CDRB Boardmember, Mike Mireau, 1884 Ferndale Street, Maplewood gave the report from the CDRB.
- c. Attorney, Julie Perrus, Larkin, Hoffman, Daly & Lindgren, addressed and answered questions of the council.
- d. RF Engineer with T-Mobile, Thierry Colson addressed and answered questions of the council.
- e. Pat Conlin, FMHC Corporation addressed answered questions of the council.
- f. Linda Olson, 2005 County Road C East, Maplewood addressed and answered questions of the council.

Mayor Longrie opened the discussion to the public. The following person was heard.

1. Mark Jenkins, 830 New Century Boulevard South, Maplewood addressed the council.

Councilmember Nephew moved to approve the Conditional Use Permit and Design Review for T-Mobile Tower at 1961 County Road C. (With the exception that the fencing be an 8 foot non-chainlink fence and a couple different alternative fencing materials should be provided and brought to the CDRB for review. The material should be something that weathers better than cedar fencing. Also that if any landscaping or plantings that die they be replaced pursuant city policy and standards.

**CONDITIONAL USE PERMIT REVISION RESOLUTION 09-12-303**

WHEREAS, Amy Dresch, of FMHC Corporation and representing T-Mobile, applied for a conditional use permit to install a 75-foot-tall telecommunications tower and related equipment.

WHEREAS, this permit applies to 1961 County Road C East. The legal description is:

That part of the Southwest ¼ of Section 2, Township 29, Range 22, Ramsey County. More particularly described as: Beginning at the intersection of White Bear Avenue and the South link of Said Southwest 1/4; thence northerly on said center line 420.55 feet; thence east parallel with

said South line 311 feet; thence northerly parallel with said center line 140 feet; thence north 107.07 feet, thence east 391.55 feet to a point 658.95 feet north of said South line; thence to said South line at a point 200 feet west of said  $\frac{1}{4}$  corner; then West to the point of beginning.

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

1. On May 19, 2009, the planning commission held a public hearing. The city staff published a notice in the paper and sent notices to the surrounding property owners. The planning commission gave persons at the hearing a chance to speak and present written statements. The commission also considered reports and recommendations of the city staff. The planning commission tabled their review and directed the applicant to consider alternative locations for the proposed telecommunications tower.
2. On November 17, 2009, the planning commission continued their review of the proposed conditional use permit for a telecommunications tower and recommended that the city council approve this request.
3. On December 14, 2009, the city council discussed the proposed conditional use permit. They considered reports and recommendations from the planning commission and city staff.

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

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

Approval is subject to the following conditions:

1. All construction shall follow the site plan approved by the city. Community development staff may approve minor changes.
2. The proposed construction must be substantially started within one year of council approval or the permit shall become null and void. The council may extend this deadline for one year.
3. The city council shall review this permit in one year.
4. This conditional use permit is conditioned upon T-Mobile allowing the collocation of other provider's telecommunications equipment on the proposed tower. T-Mobile shall submit a letter to staff allowing collocation before a building permit can be issued.
5. If any required landscaping dies plantings must be replaced per city policy and standards.

The Maplewood City Council approved this resolution on December 14, 2009.

Mayor Longrie added a friendly amendment that the provision that any landscaping or plantings that die that they be replaced pursuant city policy and standards.

Seconded by Mayor Longrie.

Ayes – Mayor Longrie,  
Councilmember

Nephew

Nay – Councilmember

Juenemann

Councilmember Nephew accepted the friendly amendment.

Councilmember Rossbach had recused himself from the agenda item.

Councilmember Hjelle left the meeting at 9:10 p.m. and was not present to vote on this.

The motion passed.



**MEMORANDUM**

**TO:** Charles Ahl, City Manager

**FROM:** Melinda Coleman, Assistant City Manager  
Michael Martin, AICP, Planner

**DATE:** April 8, 2014

**SUBJECT:** Approval of Metropolitan Livable Communities Act Grant Agreement for Villages at Frost and English

**Introduction**

On January 22, 2014, the Metropolitan Council approved a livable communities demonstration account (LCDA) grant request for the city of Maplewood for \$1,900,000. This grant money will be used for public infrastructure improvements along Frost Avenue and will assist with the purchase of the Maplewood Bowl site.

**Discussion**

The city of Maplewood participates in the Metropolitan Council's Livable Communities program, which includes the LCDA grants. Attached to this report is a grant agreement outlining the responsibilities of the Metropolitan Council and the city of Maplewood. After the council approves this agreement, it will be signed by the mayor and city manager and then forwarded on to the Metropolitan Council to complete its execution.

**Budget Impact**

Agreeing to the terms of the grant agreement has no impact on the city's budget. The city council will review the plans for the public infrastructure improvements at a later meeting which will detail costs the city will incur.

**Recommendation**

Authorize the mayor and city manager to sign and execute the attached grant agreement between the city of Maplewood and Metropolitan Council.

**Attachments**

1. Grant Agreement between city and Metropolitan Council

**DEMONSTRATION ACCOUNT  
DEVELOPMENT GRANT PROGRAM**

<b>GRANTEE: City of Maplewood</b>		<b>GRANT NO. SG013-165</b>	
<b>PROJECT: Villages at Frost and English</b>			
<b>GRANT AMOUNT: \$1,900,000</b>	<b>FUNDING CYCLE: 2013</b>		
<b>COUNCIL ACTION: January 22, 2014</b>	<b>EXPIRATION DATE: December 31, 2016</b>		

**METROPOLITAN LIVABLE COMMUNITIES ACT  
GRANT AGREEMENT**

**THIS GRANT AGREEMENT** (“Agreement”) is made and entered into by the Metropolitan Council (“Council”) and the Municipality, County or Development Authority identified above as “Grantee.”

**WHEREAS**, Minnesota Statutes section 473.251 creates the Metropolitan Livable Communities Fund, the uses of which fund must be consistent with and promote the purposes of the Metropolitan Livable Communities Act (“LCA”) and the policies of the Council’s Metropolitan Development Guide; and

**WHEREAS**, Minnesota Statutes sections 473.251 and 473.253 establish within the Metropolitan Livable Communities Fund a Livable Communities Demonstration Account and require the Council to use the funds in the account to make grants or loans to municipalities participating in the Local Housing Incentives Program under Minnesota Statutes section 473.254 or to Counties or Development Authorities to fund the initiatives specified in Minnesota Statutes section 473.25(b) in Participating Municipalities; and

**WHEREAS**, the Grantee is a Municipality participating in the Local Housing Incentives Account program under Minnesota Statutes section 473.254, a County or a Development Authority; and

**WHEREAS**, the Grantee seeks funding in connection with an application for Livable Communities Demonstration Account grant program funds submitted in response to the Council’s notice of availability of grant funds for the “Funding Cycle” identified above and will use the grant funds made available under this Agreement to help fund the “Project” identified in the application; and

**WHEREAS**, the Council awarded Livable Communities Demonstration Account grant program funds to the Grantee subject to any terms, conditions and clarifications stated in its Council Action, and with the understanding that the Project identified in the application will proceed to completion in a timely manner, all grant funds will be expended prior to the “Expiration Date” identified above and Project construction will have “commenced” before the Expiration Date.

**NOW THEREFORE**, in reliance on the above statements and in consideration of the mutual promises and covenants contained in this Agreement, the Grantee and the Council agree as follows:

**I. DEFINITIONS**

**1.01. Definition of Terms.** The terms defined in this section have the meanings given them in this section unless otherwise provided or indicated by the context.

- (a) **Commenced.** For the purposes of Sections 2.08 and 4.03, “commenced” means significant physical improvements have occurred in furtherance of the Project (e.g., a foundation is being constructed or other tangible work on a structure has been initiated). In the absence of significant physical improvements, visible staking, engineering, land surveying, soil testing, cleanup site investigation, or pollution cleanup activities are not evidence of Project commencement for the purposes of this Agreement.
- (b) **Council Action.** “Council Action” means the action or decision of the governing body of the Metropolitan Council, on the meeting date identified at Page 1 of this Agreement, by which the Grantee was awarded Livable Communities Demonstration Account funds.
- (c) **County.** “County” means Anoka, Carver, Dakota, Hennepin, Ramsey, Scott and Washington Counties.
- (d) **Development Authority.** “Development Authority” means a statutory or home rule charter city, a housing and redevelopment authority, an economic development authority, or a port authority in the Metropolitan Area.
- (e) **Metropolitan Area.** “Metropolitan Area” means the seven-county metropolitan area as defined by Minnesota Statutes section 473.121, subdivision 2.
- (f) **Municipality.** “Municipality” means a statutory or home rule charter city or town participating in the Local Housing Incentives Account Program under Minnesota Statutes section 473.254.
- (g) **Participating Municipality.** “Participating Municipality” means a statutory or home rule charter city or town which has elected to participate in the Local Housing Incentive Account program and negotiated affordable and life-cycle housing goals for the Municipality pursuant to Minnesota Statutes section 473.254.
- (h) **Project.** Unless clearly indicated otherwise by the context of a specific provision in this Agreement, “Project” means the development or redevelopment project identified in the application for Demonstration Account funds for which grant funds were requested that through its design and execution will deliver benefits such as housing, connections, and jobs to the region. Grant-funded activities typically are components of the Project.



**II. GRANT FUNDS**

**2.01. Source of Funds.** The grant funds made available to the Grantee under this Agreement are from the Livable Communities Demonstration Account of the Metropolitan Livable Communities Fund. The grant funds are derived from the property tax authorized by Minnesota Statutes section 473.253, subdivision 1 and are not from federal sources.

**2.02 Total Grant Amount.** The Council will grant to the Grantee the “Grant Amount” identified at Page 1 of this Agreement. Notwithstanding any other provision of this Agreement, the Grantee understands and agrees that any reduction or termination of Livable Communities Demonstration Account grant funds made available to the Council may result in a like reduction in the Grant Amount made available to the Grantee.

**2.03. Authorized Use of Grant Funds.** The Grant Amount made available to the Grantee under this Agreement shall be used only for the purposes and activities described in the application for Livable Communities Demonstration Account grant funds. A Project summary that describes eligible uses of the grant funds as approved by the Council is attached to and incorporated into this Agreement as Attachment A. Aerial photography or drawings that identify the specific location(s) within the Project boundaries for which grant funds must be used is attached to and incorporated into this Agreement as Attachment B. Grant funds must be used to fund the initiatives specified in Minnesota Statutes section 473.25(b), in a Participating Municipality.

**2.04. Ineligible Uses.** Grant funds must be used for costs directly associated with the specific proposed Project activities and shall not be used for “soft costs” such as: administrative overhead; travel expenses; legal fees; insurance; bonds; permits, licenses or authorization fees; costs associated with preparing other grant proposals; operating expenses; planning costs, including comprehensive planning costs; and prorated lease and salary costs. Grant funds may not be used for costs of Project activities that occurred prior to the grant award. A detailed list of ineligible and eligible costs is available from the Council’s Livable Communities program office. Grant funds also shall not be used by the Grantee or others to supplant or replace: (a) grant or loan funds obtained for the Project from other sources; or (b) Grantee contributions to the Project, including financial assistance, real property or other resources of the Grantee. The Council shall bear no responsibility for cost overruns which may be incurred by the Grantee or others in the implementation or performance of the Project activities. The Grantee agrees to comply with any “business subsidy” requirements of Minnesota Statutes sections 116J.993 to 116J.995 that apply to the Grantee’s expenditures or uses of the grant funds.

**2.05. Loans for Low-Income Housing Tax Credit Projects.** If consistent with the application and the Project activities described or identified in Attachments A and B or if requested in writing by the Grantee, the Grantee may structure the grant assistance to the Project as a loan so the Project Owner can take advantage of federal and state low-income housing tax credit programs. The Grantee may use the grant funds as a loan for a low-income housing tax credit project, subject to the terms and conditions stated in Sections 2.03 and 2.04 and the following additional terms and conditions:

- (a) The Grantee covenants and represents to the Council that the Project is a rental housing project that received or will receive an award of low-income housing tax credits under

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Section 42 of the Internal Revenue Code of 1986, as amended, and the low-income housing tax credit program administered by the Minnesota Housing Finance Agency.

- (b) The Grantee will execute a loan agreement with the Project Owner. Prior to disbursing any grant funds for the Project, the Grantee will provide to the Council a copy of the loan agreement between the Grantee and the Project Owner.
- (c) The Grantee will submit annual written reports to the Council that certify: (1) the grant funds continue to be used for the Project for which the grant funds were awarded; and (2) the Project is a "qualified low-income housing project" under Section 42 of the Internal Revenue Code of 1986, as amended. This annual reporting requirement is in addition to the reporting requirements stated in Section 3.03. Notwithstanding the Expiration Date identified at Page 1 of this Agreement and referenced in Section 4.01, the Grantee will submit the annual certification reports during the initial "compliance period" and any "extended use period," or until such time as the Council terminates this annual reporting requirement by written notice to the Grantee.
- (d) The grant funds made available to the Grantee and disbursed to the Project Owner by the Grantee in the form of a loan may be used only for the grant-eligible activities and Project components for which the Grantee was awarded the grant funds. For the purposes of this Agreement, the term "Project Owner" means the current Project Owner and any Project Owner successor(s).
- (e) Pursuant to Section 2.04, the grant funds made available to the Grantee and disbursed to the Project Owner in the form of a loan shall not be used by the Grantee, the Project Owner or others to supplant or replace: (1) grant or loan funds obtained for the Project from other sources; or (2) Grantee contributions to the Project, including financial assistance, real property or other resources of the Grantee. The Council will not make the grant funds available to the Grantee in a lump sum payment, but will disburse the grant funds to the Grantee on a reimbursement basis pursuant to Section 2.11.
- (f) By executing this Agreement, the Grantee: (1) acknowledges that the Council expects the loan will be repaid so the grant funds may be used to help fund other activities consistent with the requirements of the Metropolitan Livable Communities Act; (2) covenants, represents and warrants to the Council that the Grantee's loan to the Project Owner will meet all applicable low-income housing tax credit program requirements under Section 42 of the Internal Revenue Code of 1986, as amended (the "Code"), and the low-income housing tax credit program administered by the Minnesota Housing Finance Agency; and (3) agrees to administer its loan to the Project Owner consistent with federal and state low-income housing tax credit program requirements.
- (g) The Grantee will, at its own expense, use diligent efforts to recover loan proceeds: (1) when the Project Owner becomes obligated to repay the Grantee's loan or defaults on the Grantee's loan; (2) when the initial thirty-year "compliance period" expires, unless the Council agrees in writing that the Grantee may make the grant funds available as a loan to the Project Owner for an "extended use period"; and (3) if noncompliance with low-income housing tax credit program requirements or some other event triggers the Project Owner's repayment obligations

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under its loan agreement with the Grantee. The Grantee must repay to the Council all loan repayment amounts the Grantee receives from the Project Owner. The Grantee shall not be obligated to repay the grant funds to the Council except to the extent the Project Owner repays its loan to the Grantee, provided the Grantee has exercised the reasonable degree of diligence and used administrative and legal remedies a reasonable and prudent public housing agency would use to obtain payment on a loan, taking into consideration (if applicable) the subordinated nature of the loan. At its discretion, the Council may: (1) permit the Grantee to use the loan repayment from the Project Owner to continue supporting affordable housing components of the Project; or (2) require the Grantee to remit the grant funds to the Council.

- (h) If the Grantee earns any interest or other income from its loan agreement with the Project Owner, the Grantee will: (1) use the interest earnings or income only for the purposes of implementing the Project activities for which the grant was awarded; or (2) remit the interest earnings or income to the Council. The Grantee is not obligated to earn any interest or other income from its loan agreement with the Project Owner, except to the extent required by any applicable law.

**2.06. Revolving Loans.** If consistent with the application and the Project summary or if requested in writing by the Grantee, the Grantee may use the grant funds to make deferred loans (loans made without interest or periodic payments), revolving loans (loans made with interest and periodic payments) or otherwise make the grant funds available on a “revolving” basis for the purposes of implementing the Project activities described or identified in Attachments A and B. The Grantee will submit annual written reports to the Council that report on the uses of the grant funds. The form and content of the report will be determined by the Council. This annual reporting requirement is in addition to the reporting requirements stated in Section 3.03. Notwithstanding the Expiration Date identified at Page 1 of this Agreement and referenced in Section 4.01, the Grantee will submit the annual reports until the deferred or revolving loan programs terminate, or until such time as the Council terminates this annual reporting requirement by written notice to the Grantee. At its discretion, the Council may: (1) permit the Grantee to use loan repayments to continue supporting affordable housing components of the Project; or (2) require the Grantee to remit the grant funds to the Council.

**2.07. Restrictions on Loans to Subrecipients.** The Grantee shall not permit any subgrantee or subrecipient to use the grant funds for loans to any subrecipient at any tier unless the Grantee obtains the prior written consent of the Council. The requirements of this Section 2.07 shall be included in all subgrant and subrecipient agreements.

**2.08. Project Commencement and Changes.** The Project for which grant funds were requested must be “commenced” prior to the Expiration Date. The Grantee must promptly inform the Council in writing of any significant changes to the Project for which the grant funds were awarded, as well as any potential changes to the grant-funded activities described or identified in Attachments A and B. Failure to inform the Council of any significant changes to the Project or significant changes to grant-funded components of the Project, and use of grant funds for ineligible or unauthorized purposes, will jeopardize the Grantee’s eligibility for future LCA awards. Grant funds will not be disbursed prior to Council approval of significant changes to either the Project or grant-funded activities described or identified in Attachments A and B.

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**2.09. Budget Variance.** A variance of twenty percent (20%) in the budget amounts for grant-funded activities described or identified in Attachments A and B shall be considered acceptable without Council approval, provided no budget amount for any individual grant-funded activity may be increased or decreased by more than twenty percent (20%) from the budget amount identified in Attachment A. Budget variances for any individual grant-funded activity described or identified in Attachments A and B exceeding twenty percent (20%) will require Council approval. Notwithstanding the aggregate or net effect of any variances, the Council's obligation to provide grant funds under this Agreement shall not exceed the Grant Amount identified at Page 1 of this Agreement.

**2.10. Loss of Grant Funds.** The Grantee agrees to remit to the Council in a prompt manner: any unspent grant funds, including any grant funds that are not expended prior to the Expiration Date identified at Page 1 of this Agreement; any grant funds that are not used for the authorized purposes; and any interest earnings described in Section 2.12 that are not used for the purposes of implementing the grant-funded Project activities described or identified in Attachments A and B. For the purposes of this Agreement, grant funds are "expended" prior to the Expiration Date if the Grantee pays or is obligated to pay for expenses of eligible grant-funded Project activities that occurred prior to the Expiration Date and the eligible expenses were incurred prior to the Expiration Date. Unspent or unused grant funds and other funds remitted to the Council shall revert to the Council's Livable Communities Demonstration Account for distribution through application processes in future Funding Cycles or as otherwise permitted by law.

**2.11. Payment Request Forms, Documentation, and Disbursements.** The Council will disburse grant funds in response to written payment requests submitted by the Grantee and reviewed and approved by the Council's authorized agent. Written payment requests shall be made using payment request forms, the form and content of which will be determined by the Council. Payment request and other reporting forms will be provided to the Grantee by the Council. Payment requests must include the following documentation:

Consultant/contractor invoices showing the time period covered by the invoice; the specific grant-funded Project activities conducted or completed during the authorized time period within which eligible costs may be incurred; and documentation supporting expenses including subcontractor and consultant invoices showing unit rates and quantities. Subcontractor markups shall not exceed ten percent (10%).

The Council will disburse grant funds on a reimbursement basis or a "cost incurred" basis. The Grantee must provide with its written payment requests documentation that shows grant-funded Project activities actually have been completed. Subject to verification of each payment request form (and the required documentation) and approval for consistency with this Agreement, the Council will disburse a requested amount to the Grantee within two (2) weeks after receipt of a properly completed and verified payment request form.

**2.12. Interest Earnings.** If the Grantee earns any interest or other income from the grant funds received from the Council under this Agreement, the Grantee will use the interest earnings or income only for the purposes of implementing the Project activities described or identified in Attachments A and B.

**2.13. Effect of Grant.** Issuance of this grant neither implies any Council responsibility for contamination, if any, at the Project site nor imposes any obligation on the Council to participate in any pollution cleanup of the Project site if such cleanup is undertaken or required.

### **III. ACCOUNTING, AUDIT AND REPORT REQUIREMENTS**

**3.01. Accounting and Records.** The Grantee agrees to establish and maintain accurate and complete accounts and records relating to the receipt and expenditure of all grant funds received from the Council. Notwithstanding the expiration and termination provisions of Sections 4.01 and 4.02, such accounts and records shall be kept and maintained by the Grantee for a period of six (6) years following the completion of the Project activities described or identified in Attachments A and B or six (6) years following the expenditure of the grant funds, whichever occurs earlier. Accounting methods shall be in accordance with generally accepted accounting principles.

**3.02. Audits.** The above accounts and records of the Grantee shall be audited in the same manner as all other accounts and records of the Grantee are audited and may be audited or inspected on the Grantee's premises or otherwise by individuals or organizations designated and authorized by the Council at any time, following reasonable notification to the Grantee, for a period of six (6) years following the completion of the Project activities or six (6) years following the expenditure of the grant funds, whichever occurs earlier. Pursuant to Minnesota Statutes section 16C.05, subdivision 5, the books, records, documents and accounting procedures and practices of the Grantee that are relevant to this Agreement are subject to examination by the Council and either the Legislative Auditor or the State Auditor, as appropriate, for a minimum of six (6) years.

**3.03. Report Requirements.** The Grantee will report to the Council on the status of the Project activities described or identified in Attachments A and B and the expenditures of the grant funds. Submission of properly completed payment request forms (with proper documentation) required under Section 2.11 will constitute periodic status reports. The Grantee also must complete and submit to the Council a grant activity closeout report. The closeout report form must be submitted within 120 days after the expiration or termination of this Agreement, whichever occurs earlier. Within 120 days after the Expiration Date, the Grantee must complete and submit to the Council a certification of expenditures of funds form signed by the Grantee's chief financial officer or finance director. The form and content of the closeout report and the certification form will be determined by the Council. These reporting requirements and the reporting requirements of Sections 2.05 and 2.06 shall survive the expiration or termination of this Agreement.

**3.04. Environmental Site Assessment.** The Grantee represents that a Phase I Environmental Site Assessment or other environmental review has been or will be carried out, if such environmental assessment or review is appropriate for the scope and nature of the Project activities funded by this grant, and that any environmental issues have been or will be adequately addressed.

### **IV. AGREEMENT TERM**

**4.01. Term.** This Agreement is effective upon execution of the Agreement by the Council. Unless terminated pursuant to Section 4.02, this Agreement expires on the "Expiration Date" identified at Page 1 of this Agreement. **ALL GRANT FUNDS NOT EXPENDED BY THE GRANTEE PRIOR TO THE EXPIRATION DATE SHALL REVERT TO THE COUNCIL.**

**4.02. Termination.** This Agreement may be terminated by the Council for cause at any time upon fourteen (14) calendar days' written notice to the Grantee. Cause shall mean a material breach of this Agreement and any amendments of this Agreement. If this Agreement is terminated prior to the Expiration Date, the Grantee shall receive payment on a pro rata basis for eligible Project activities described or identified in Attachments A and B that have been completed prior to the termination. Termination of this Agreement does not alter the Council's authority to recover grant funds on the basis of a later audit or other review, and does not alter the Grantee's obligation to return any grant funds due to the Council as a result of later audits or corrections. If the Council determines the Grantee has failed to comply with the terms and conditions of this Agreement and the applicable provisions of the Metropolitan Livable Communities Act, the Council may take any action to protect the Council's interests and may refuse to disburse additional grant funds and may require the Grantee to return all or part of the grant funds already disbursed.

**4.03. Amendments and Extension.** The Council and the Grantee may amend this Agreement by mutual agreement. Amendments or an extension of this Agreement shall be effective only on the execution of written amendments signed by authorized representatives of the Council and the Grantee. If the Grantee needs additional time within which to complete grant-funded activities and commence the Project, the Grantee must submit to the Council **AT LEAST NINETY (90) CALENDAR DAYS PRIOR TO THE EXPIRATION DATE**, a resolution of the Grantee's governing body requesting the extension and a written extension request. The form and content of the written extension request and instructions for requesting an extension are available online at: <http://www.metrocouncil.org>. **THE EXPIRATION DATE MAY BE EXTENDED, BUT THE PERIOD OF ANY EXTENSION(S) SHALL NOT EXCEED TWO (2) YEARS BEYOND THE ORIGINAL EXPIRATION DATE IDENTIFIED AT PAGE 1 OF THIS AGREEMENT.**

## V. GENERAL PROVISIONS

**5.01. Equal Opportunity.** The Grantee agrees it will not discriminate against any employee or applicant for employment because of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, membership or activity in a local civil rights commission, disability, sexual orientation or age and will take affirmative action to insure applicants and employees are treated equally with respect to all aspects of employment, rates of pay and other forms of compensation, and selection for training.

**5.02. Conflict of Interest.** The members, officers and employees of the Grantee shall comply with all applicable state statutory and regulatory conflict of interest laws and provisions.

**5.03. Liability.** Subject to the limitations provided in Minnesota Statutes chapter 466, to the fullest extent permitted by law, the Grantee shall defend, indemnify and hold harmless the Council and its members, employees and agents from and against all claims, damages, losses and expenses, including but not limited to attorneys' fees, arising out of or resulting from the conduct or implementation of the Project activities funded by this grant, except to the extent the claims, damages, losses and expenses arise from the Council's own negligence. Claims included in this indemnification include, without limitation, any claims asserted pursuant to the Minnesota Environmental Response and Liability Act (MERLA), Minnesota Statutes chapter 115B, the federal Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (CERCLA) as

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amended, United States Code, title 42, sections 9601 *et seq.*, and the federal Resource Conservation and Recovery Act of 1976 (RCRA) as amended, United States Code, title 42, sections 6901 *et seq.* This obligation shall not be construed to negate, abridge or otherwise reduce any other right or obligation of indemnity which otherwise would exist between the Council and the Grantee. The provisions of this section shall survive the expiration or termination of this Agreement. This indemnification shall not be construed as a waiver on the part of either the Grantee or the Council of any immunities or limits on liability provided by Minnesota Statutes chapter 466, or other applicable state or federal law.

**5.04. Acknowledgments and Signage.** The Grantee will acknowledge the financial assistance provided by the Council in promotional materials, press releases, reports and publications relating to the Project. The acknowledgment will contain the following or comparable language:

*Financing for this project was provided by the Metropolitan  
Council Metropolitan Livable Communities Fund.*

Until the Project is completed, the Grantee shall ensure the above acknowledgment language, or alternative language approved by the Council's authorized agent, is included on all signs (if any) located at Project or construction sites that identify Project funding partners or entities providing financial support for the Project. The acknowledgment and signage should refer to the "Metropolitan Council" (not "Met Council" or "Metro Council").

**5.05. Permits, Bonds and Approvals.** The Council assumes no responsibility for obtaining any applicable local, state or federal licenses, permits, bonds, authorizations or approvals necessary to perform or complete the Project activities described or identified in Attachments A and B. The Grantee and its developer(s), if any, must comply with all applicable licensing, permitting, bonding, authorization and approval requirements of federal, state and local governmental and regulatory agencies, including conservation districts.

**5.06. Subgrantees, Contractors and Subcontractors.** The Grantee shall include in any subgrant, contract or subcontract for Project activities appropriate provisions to ensure subgrantee, contractor and subcontractor compliance with all applicable state and federal laws and this Agreement. Along with such provisions, the Grantee shall require that contractors and subcontractors performing work covered by this grant comply with all applicable state and federal Occupational Safety and Health Act regulations.

**5.07. Stormwater Discharge and Water Management Plan Requirements.** If any grant funds are used for urban site redevelopment, the Grantee shall at such redevelopment site meet or require to be met all applicable requirements of:

- (a) Federal and state laws relating to stormwater discharges including, without limitation, any applicable requirements of Code of Federal Regulations, title 40, parts 122 and 123; and
- (b) The Council's *2030 Water Resources Management Policy Plan* and the local water management plan for the jurisdiction within which the redevelopment site is located.

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**5.08. Authorized Agent.** Payment request forms, written reports and correspondence submitted to the Council pursuant to this Agreement shall be directed to:

Metropolitan Council  
Attn: LCA Grants Administration  
390 Robert Street North  
Saint Paul, Minnesota 55101-1805

**5.09. Non-Assignment.** Minnesota Statutes section 473.253, subdivision 2 requires the Council to distribute grant funds to eligible “municipalities,” metropolitan-area counties or “development authorities” for projects in municipalities participating in the Local Housing Incentives Account program. Accordingly, this Agreement is not assignable and shall not be assigned by the Grantee.

**5.10. Warranty of Legal Capacity.** The individuals signing this Agreement on behalf of the Grantee and on behalf of the Council represent and warrant on the Grantee’s and the Council’s behalf respectively that the individuals are duly authorized to execute this Agreement on the Grantee’s and the Council’s behalf respectively and that this Agreement constitutes the Grantee’s and the Council’s valid, binding and enforceable agreements.

**IN WITNESS WHEREOF**, the Grantee and the Council have caused this Agreement to be executed by their duly authorized representatives. This Agreement is effective on the date of final execution by the Council.

**CITY OF MAPLEWOOD**

**METROPOLITAN COUNCIL**

By: \_\_\_\_\_  
R. Charles Ahl  
City Manager

By: \_\_\_\_\_  
Guy Peterson, Director  
Community Development Division

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

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

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

Title: \_\_\_\_\_

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



**ATTACHMENT A**

**PROJECT SUMMARY**

This attachment comprises this page and the succeeding page(s) which contain(s) a summary of the Project identified in the application for Livable Communities Demonstration Account grant funds submitted in response to the Council's notice of availability of Demonstration Account grant funds for the Funding Cycle identified at Page 1 of this Agreement. The summary reflects the proposed Project for which the Grantee was awarded grant funds by the Council Action, and may reflect changes in Project funding sources, changes in funding amounts, or minor changes in the proposed Project that occurred subsequent to application submission. The application is incorporated into this Agreement by reference and is made a part of this Agreement as follows. If the application or any provision of the application conflicts with or is inconsistent with the Council Action, other provisions of this Agreement, or the Project summary contained in this Attachment A, the terms, descriptions and dollar amounts reflected in the Council Action or contained in this Agreement and the Project summary shall prevail. For the purposes of resolving conflicts or inconsistencies, the order of precedence is: (1) the Council Action; (2) this Agreement; (3) the Project summary; and (4) the grant application.

## Livable Communities Project Summary

**Grant #** SG2013-165  
**Type:** Livable Communities Demonstration Account  
**Applicant** City of Maplewood  
**Project Name** Villages at Frost and English  
**Project Location** Intersection of Frost and English Streets  
**Council District** 11 – Sandy Rummel

<b>Project Detail</b>	
(Re)Development summary of project to commence by 12/31/2016	The project is the redevelopment of the Maplewood Bowl site and consists of a three-phase residential and commercial mixed-use project. The first phase will consist of 55 to 65 units of affordable housing. The second phase will include 65 to 100 units of senior affordable or senior assisted living housing. Finally, the third phase will consist of 6,000 to 10,000 square feet of commercial space. In addition to the redevelopment work, this project would include street improvements from Phalen Place to English Street and Ripley Avenue to the Gateway Trail. Sidewalks improvements would be made from Phalen Place to English Street. Improvements to the area's sanitary sewer, water main and storm sewer drainage systems would also be made. Finally, the streetscaping and place making elements installed during Phase One of the neighborhood's redevelopment would be continued as part of this redevelopment. These elements would be installed between Phalen Place and English Street.
Jobs (FTEs)	45 – Construction 42 – Permanent
Net tax capacity increase	\$61,143 – 33% increase
Total housing units	120
Affordable units (60% AMI)	91 at 60% AMI – 64 senior, 27 multifamily 20 at 50% AMI - multifamily 9 at 30% AMI - multifamily
Anticipated # bedrooms	63 – 1 bedroom 44 – 2 bedroom 13 – 3 bedroom
Anticipated total development cost	\$24.7 million
Anticipated private funds leveraged	\$16.9 million
Anticipated other public funds leveraged	\$5.9 million <ul style="list-style-type: none"> <li>• \$2,427,206 – MN Housing</li> <li>• \$3,510,000 – City of Maplewood</li> </ul>
Comments/ Demonstration value	Demonstrates how to encourage and enhance pedestrian traffic in a primarily auto-oriented area through re-engineering of streets that provide more on-street parking and connecting elements. This project will show intensification on a heavy-use bus route in a suburban location and will be a strong catalyst for additional investment in the area.
<b>Funding</b>	
Requested amount	\$1,900,000
Previous LCA funding	2006 - \$1,800,000 LCDA - relinquished
<b>Use of funds</b> Uses to be completed by 12/31/2016	
\$1,000,000	Site assembly
\$400,000	Frost Avenue improvements/reconstruction
\$400,000	Frost Avenue sidewalks, lighting and furnishings
\$100,000	Stormwater management improvements
<b>\$1,900,000</b>	<b>TOTAL</b>

**ATTACHMENT B**  
**PROJECT LOCATION(S)**

This attachment comprises this page and the succeeding page(s) which contain aerial photography or drawings that identify the specific location(s) within the Project boundaries for which the Grantee must use the grant funds. The attached photography or drawings also may identify the types of eligible activities for which the grant funds must be used at specific locations within the Project boundaries.



**MEMORANDUM**

**TO:** Chuck Ahl, City Manager  
**FROM:** Paul Schnell, Chief of Police  
**DATE:** April 8, 2014  
**SUBJECT:** Approval of 2014 Youth Service Bureau Service Agreement

**Introduction**

The Maplewood Police Department is requesting City Council approval to renew an Agreement with the Youth Service Bureau to provide diversion services for juvenile offenders in 2014.

**Background**

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

Added to the 2014 Youth Service Bureau Agreement is the addition of a series of requirements for the contractor to provide a range of qualitative and quantitative reports to the department. The data from these reports will be used to evaluate the effectiveness of services provided and the need for continued outside contracting for juvenile diversion services.

This Service Agreement has been reviewed and approved by the City Attorney.

**Budget Impact**

As budgeted.

**Recommendation**

It is recommended that the City Council approve the 2014 Service Agreement with the Youth Service Bureau.

**Attachments**

1. 2014 Youth Service Bureau Service Agreement

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

The City of Maplewood, through its Police Department, City Hall, 1830 County Road B East, Maplewood, MN 55109, hereinafter referred to as the "City," and Youth Service Bureau, Inc., 101 West Pine Street, Stillwater, Minnesota, 55082, hereinafter referred to as the "Contractor," enter into this agreement for the period from January 1, 2014, to December 31, 2014.

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

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

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

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

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

Community members will have active and direct involvement in programming;

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

NOW, THEREFORE, the parties agree as follows:

1. Contractor's Duties – The Contractor agrees to the provision of the following services:
  - a. Recruit and support community work-service sites. Supervise and monitor community work-service clients who are ordered by the court and/or referred by the City and/or local law enforcement.
  - b. Educational and prevention programs, specifically as follows: chemical awareness, fire awareness, theft awareness, violence awareness, or another approved alternative. Eligible juveniles include those who are referred by the City or local law enforcement. The reason for the referral must be behavior or actions that could result in a local law enforcement report and a petition for delinquency.
  - c. Evaluation and counseling. Counseling services include crisis intervention, youth, and family and group counseling. Referrals will be made for psychological/psychiatric evaluation and long-term mental health treatment.

- d. The City agrees to provide victims of crimes diverted by local law enforcement the opportunity for direct or indirect involvement into how the juvenile should be held accountable, including consideration of the impact of the crime on the victim and any specific needs for restitution. When necessary, due to the offense, restitution will be determined and collected.
  - e. When possible and appropriate, facilitate restorative justice interventions, such as victim/offender mediation, family group conferencing, and/or community panels, so that juvenile offenders are held direct accountable to the victim and victimized community through some form of reparation.
2. Attachments and References – The Contractor agrees to provide the enumerated services in Exhibit A, which is attached and incorporated herein by reference.
  3. Cost and Delivery of Purchased Services – The total amount to be paid to the Contractor for services purchased under this agreement shall not exceed Twenty-Seven Thousand Two Hundred Ninety Five Dollars (\$27,295.50). For these services, the City agrees to make three payment(s) to the Contractor of Nine Thousand Ninety Eight Dollars and Fifty Cents (\$9,098.50) on or about May 15, August 15, and November 15, 2014.
  4. Eligibility for Services – A Ramsey or Washington County resident between the ages of five and eighteen (or older if still in high school), their family members, and the victims of juvenile crime who are assessed to be appropriate shall be eligible for the services provided under the terms of this agreement.
  5. Evaluation, Reporting, and Information Requirements – The Contractor agrees to reasonable evaluations of its programs, employees, and volunteers and makes them available for review by the City if so requested. The Contractor agrees to comply with all reporting requirements as assigned by law, rule, or contract by the State of Minnesota and Ramsey County. The Contractor further agrees to abide by all laws and rules regarding confidentiality and data practices. The Contractor agrees to provide necessary information allowed by law and deemed necessary by the City and/or local law enforcement on referred cases. The Contractor agrees to provide the City an annual statistical or summary report regarding referred cases in process, those successfully completed, and those referred back due to non-compliance or other factors. To the extent available, the Contractor will provide a report documenting additional outcomes, including but not limited to: community service hours performed, level of parent involvement, number and types of direct offender-victim and contractor-victim contacts, and the number and types of diversions (educational, restorative, etc.).
  6. Indemnification – The Contractor agrees to indemnify, defend, and hold harmless the City, its officers, employees, and agents for all claims arising out of the Contractor's activities related to the services provided under this agreement up to the liability limits set forth in Minn. Stat. 466.04. The City will indemnify YSB, Inc., from and against all liability up to the liability limits set forth in Minn. Stat. 466.04. No other provision of this agreement shall serve to limit in any way the obligations of the Contractor to indemnify and defend the City under this clause.
  7. Insurance Requirements – The Contractor agrees that in order to protect it self, as well as the City, from claims arising out of the Contractor's activities under this agreement, it

will at all times during the term of this agreement keep in force policies of insurance providing the following liabilities: professional liability insurance policy in the minimum amount of One Million Dollars (\$1,000,000) bodily injury or death of one person; One Million Two Hundred Thousand Dollars (\$1,200,000) for bodily injury per occurrence; comprehensive general liability insurance policy in the minimum amount of One Million Dollars (\$1,000,000) bodily injury or death of one person; Two Million Dollars (\$2,000,000) bodily injury per occurrence; One Million Dollars (\$1,000,000) property damage; automobile insurance, including non-owned and hired autos, in the minimum of One Million Dollars (\$1,000,000) bodily injury or death of one person; Two Million Dollars (\$2,000,000) bodily injury per occurrence; and One Million Dollars (\$1,000,000) property damage. The Contractor further agrees to maintain Workers' Compensation insurance in the statutory amounts. Additional coverage includes Comprehensive Umbrella at One Million (\$1,000,000) per occurrence. Certificates of Insurance showing the coverage listed herein shall be provided to the City prior to the effective date of this contract.

8. Data Privacy – All data collected, created, received, maintained, or disseminated for any purpose by the activities of the Contractor because of this agreement is governed by the Minnesota Government Data Practices Act, Minn. Stat. Chapter 13, as amended, the Minnesota Rule implementing such Act now in force or as adopted, as well as federal regulations on data privacy.
9. Record Disclosures/Monitoring – Pursuant to Minn. Stat. 16C.05, Subd. 5, the Contractor agrees that the City, the State Auditor, or any of their duly authorized representatives at any time during normal business hours and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., which are pertinent to the accounting practices and procedures of the Contractor and involve transactions relating to this agreement. The Contractor agrees to maintain these records for a period of three years from the date of termination of this agreement.
10. Nondiscrimination – During the performance of this agreement, the Contractor agrees to the following: No person shall, on the grounds of race, color, religion, age, sex, disability, marital status, public assistance status, criminal record, creed, or national origin be excluded from full employment rights in, participation in, be denied the benefits of, or be otherwise subjected to discrimination under any and all applicable federal and state laws against discrimination.
11. Independent Contractor – Nothing contained in this agreement is intended or should be construed as creating the relationship of co-partners or joint ventures with the City. No tenure or any rights or benefits, including Workers' Compensation, unemployment insurance, medical care, sick leave, vacation leave, severance pay, PERA, or other benefits available to City employees shall accrue to the Contractor or employees of the Contractor performing services under this agreement.
12. Conditions of the Parties' Obligation – This agreement may be canceled by either party at any time, with or without cause, upon 30 days' notice, in writing, delivered by mail, or in person. Any alterations, variations, modifications, or waivers of the provisions of this agreement shall be valid only when they have been reduced to writing, duly signed by both parties, and attached to the original of this agreement.
13. Compliance With Law – The Contractor shall abide by all federal, state, or local laws,

statutes, ordinances, rules, and regulations now in effect or hereinafter adopted insofar as they relate to the Contractor's performance of the provisions of this agreement.

- 14. Firearms – Unless specifically required by the terms of this contract, no provider of services pursuant to this contract, including, but not limited to, employees, agents, or subcontractors of the Contractor shall carry or possess a firearm on City premises. Violation of this provision shall be considered a substantial breach of the agreement. Violation of this provision is grounds for immediate suspension or termination of this contract, without notice, pursuant to Section 12.
- 15. Savings Clause – If any section of this agreement is found to be invalid or not enforceable, the remainder of the agreement will remain in force and binding.
- 16. Governing Law – The laws of Minnesota shall govern the interpretation and prosecution of this agreement.
- 17. Notices – If any official correspondence concerning this agreement needs to be communicated to the other party, the following shall be deemed the effective addresses:

As to the City:

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

As to the Youth Service Bureau:

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

IN WITNESS THEREOF, the City and the Contractor have executed this agreement this  
14<sup>th</sup> day of April, 2014.

APPROVED AS TO FORM

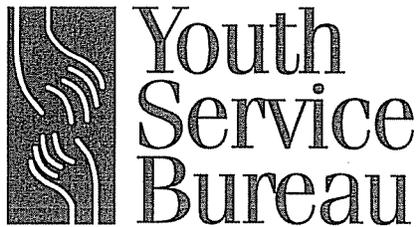
By: \_\_\_\_\_  
City Attorney

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

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

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

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



*Improving young lives*

**Exhibit A**

**Diversion or Community Justice Services**

**GENERAL ASSESSMENT**

**1-2 hours**

**no fee**

Client, parent(s), and Youth Service Bureau (YSB) staff participate in a meeting to determine appropriate services that fit a particular situation. A diversion plan is designed that may include community work service, awareness classes, individual/family counseling, AODA assessment/counseling, 90 day no-use-contract, apology letters, etc.

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

**VICTIM-OFFENDER SERVICES**

**no fee**

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

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

**COMMUNITY WORK SERVICE**

**no fee**

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

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

**AWARENESS CLASSES**

**Bully Awareness Program (BAP)**

**2.5 hours**

**\$55.00 fee**

This class helps identify what bullying-behavior really is, the impact it creates on others and on the bully, and what can be done about it. Practical parenting information is provided. Parental participation required.

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

This class helps youth and their families to gain knowledge of illegal drugs and consequences of use. The main goals of this class are to help youth make better decisions regarding chemical usage, and equip parents with drug awareness and parenting suggestions. Most classes include a guest speaker, which offers real life insight. Parental participation required.

**Fire Awareness Class (FAP) 1.5 hours \$55.00 fee**

This class emphasizes fire-safety awareness and the impact of fire-starting on victims. Class content may be tailored to meet the needs of the individual offender. This class is scheduled as needed and may not be offered every month. Parental participation required.

**Tobacco Awareness Class (TAC) 1.5 hours \$30.00 fee**

This class addresses the dangers and legal consequences of tobacco use. This is strictly an educational experience, not a cessation model. However, information and resources for breaking tobacco habits are made readily available. Parental participation not required.

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

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

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

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

**Teen Intervene 6 hours \$80.00 fee**

Teen Intervene is an evidence-based harm-reduction model with the goal of helping a young person reduce their use of chemicals, better preparing them to ultimately quit their chemical use altogether.

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

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

### **Counseling Services**

YSB offers youth focused family counseling. Sessions work on developing strategies to resolve immediate and future problems. We build on individual and family strengths, and coordination of services with others may be very helpful. Services can include individual, family and group sessions, which typically occur at a nearby YSB service location or sometimes at school.

YSB accepts most insurance or our services are also available on a sliding-fee scale basis; we are happy to help determine insurance coverage for families. We bill \$135/hour our professional counseling services; these services are provided by experienced and fully licensed, mental health professionals.

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**MEMORANDUM**

**TO:** Charles Ahl, City Manager

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

**DATE:** April 8, 2014

**SUBJECT:** Approval of a Resolution to Consider Giving Host Approval to the Issuance by the City of Falcon Heights of a Revenue Obligation to Mounds Park Academy Project

**Introduction**

Mounds Park Academy is requesting that the Maplewood City Council pass a resolution giving host approval to the issuance of an educational facilities revenue funding note for the Mounds Park Academy Project.

Mounds Park Academy, located at 2025 and 2051 Larpenteur Avenue, desires to refund the outstanding principal balance of two series of tax exempt revenue bonds, issued by the City of Maplewood in 2003 and 2005, to refinance the installation of various capital improvements. Mounds Park Academy has proposed that the City of Falcon Heights ("Falcon Heights") issue a tax exempt revenue note in the approximate aggregate principal amount of \$7,750,000 to finance the Project pursuant to Minnesota Statutes.

**Discussion**

There is no obligation to the City of Maplewood in approving a resolution supporting this funding for Mounds Park Academy. As stated in the attached resolution:

*The City hereby gives the host approval required under the Code to the issuance of the Note by Falcon Heights to finance the Project.*

*In no event shall the Note ever be payable from or charged upon any funds of the City; the City is not subject to any liability thereon; no owners of the Note shall ever have the right to compel the exercise of the taxing power of the City to pay any of the Note or the interest thereon, nor to enforce payment thereof against any property of the City; the Note shall not constitute a charge, lien or encumbrance, legal or equitable, upon any property of the City; and the Note does not constitute an indebtedness of the City within the meaning of any constitutional or statutory limitation.*

**Budget Impact**

None.

**Recommendation**

Adopt the resolution giving host approval to the issuance of educational facilities revenue refunding note (Mounds Park Academy Project).

**Attachments**

1. Resolution Giving Host Approval
2. Location Map

p:\Sec14\Mounds Park Academy Pass Through Financing Support 4 7 14 te

**RESOLUTION GIVING HOST APPROVAL TO THE  
ISSUANCE OF EDUCATIONAL FACILITIES REVENUE REFUNDING NOTE  
(MOUNDS PARK ACADEMY PROJECT)**

WHEREAS, Mounds Park Academy, a Minnesota nonprofit corporation (the "Borrower"), desires to refund the outstanding principal balance of two series of tax exempt revenue bonds issued by the City of Maplewood, Minnesota (the "City") in 2003 and 2005 to refinance the installation of various capital improvements to the Borrower's facilities located at 2051 Larpenteur Avenue East and 2025 Larpenteur Avenue East in the City (the "Project"); and

WHEREAS, the Borrower has proposed that the City of Falcon Heights ("Falcon Heights") issue a tax exempt revenue note in the approximate aggregate principal amount of \$7,750,000 (the "Note") to finance the Project pursuant to Minnesota Statutes, Sections 469.152 through 469.1655, as amended; and

WHEREAS, Section 147(f) of the Internal Revenue Code of 1986, as amended (the "Code"), requires that each governmental unit in which facilities to be financed or refinanced by the Note are located must approve the issuance of the Note following a public hearing and the Project is located within the City; and

WHEREAS, a public hearing on this matter was held by the City on April 14, 2014; and

WHEREAS, the Note is payable solely from revenues of the Borrower, will not be a general or moral obligation of the City, Falcon Heights, or any other political subdivision of the State of Minnesota, but will be payable solely from revenues of the Borrower, to the extent and in the manner provided in the documents executed in connection with the issuance of the Note;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Maplewood, Minnesota, as follows:

1. The City hereby gives the host approval required under the Code to the issuance of the Note by Falcon Heights to finance the Project.
2. In no event shall the Note ever be payable from or charged upon any funds of the City; the City is not subject to any liability thereon; no owners of the Note shall ever have the right to compel the exercise of the taxing power of the City to pay any of the Note or the interest thereon, nor to enforce payment thereof against any property of the City; the Note shall not constitute a charge, lien or encumbrance, legal or equitable, upon any property of the City; and the Note does not constitute an indebtedness of the City within the meaning of any constitutional or statutory limitation.

Adopted by the City Council of the City of Maplewood, Minnesota, this  
14th day of April, 2014.

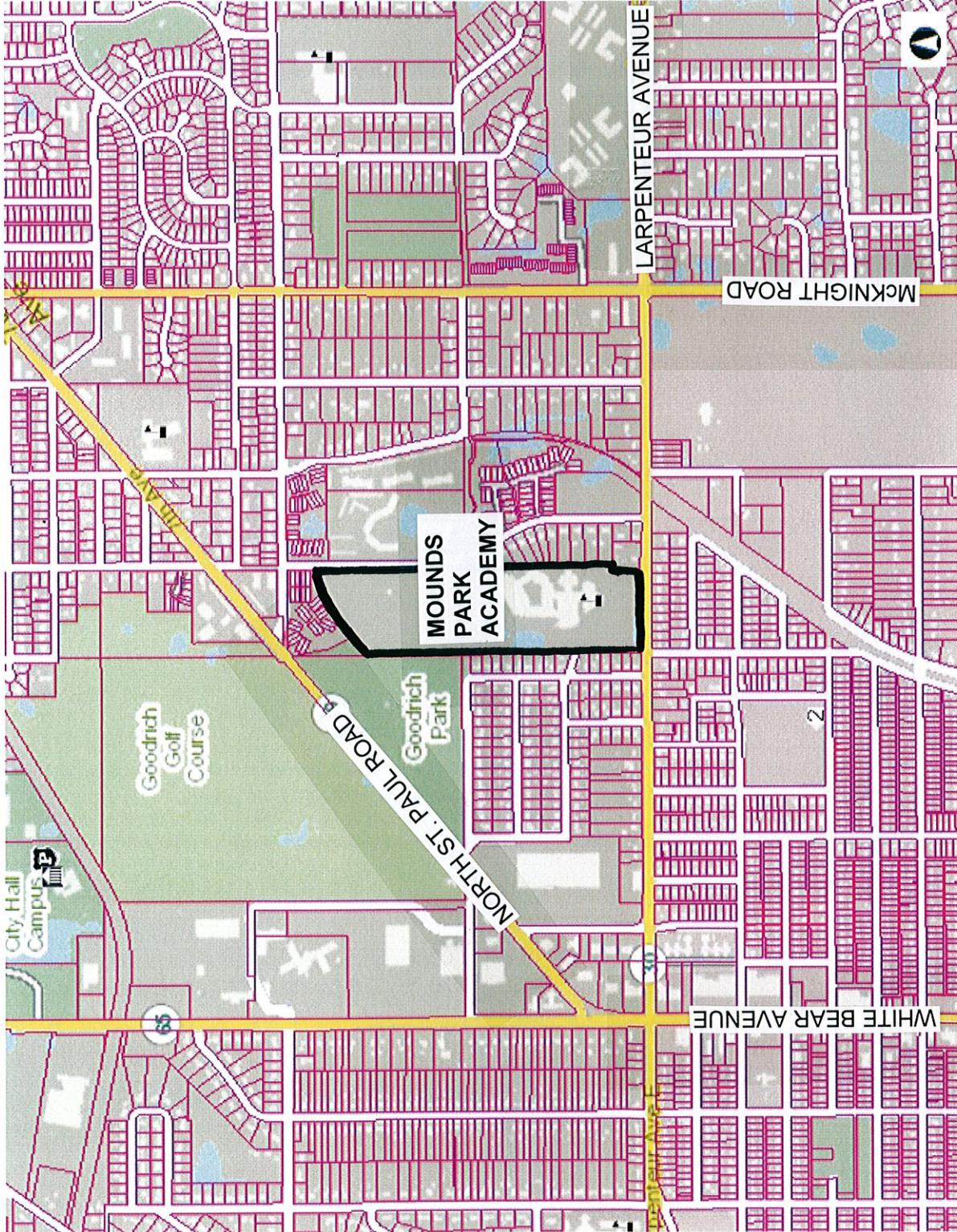
\_\_\_\_\_  
Mayor

Attest:

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



# LOCATION MAP--MOUNDS PARK ACADEMY



NAD\_1983\_HARN\_Adj\_MN\_Ramsey\_Feet  
 © Ramsey County Enterprise GIS Division

## Legend



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

## Notes

Enter Map Description

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

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## MEMORANDUM

**TO:** Chuck Ahl, City Manager

**FROM:** Michael Thompson, City Engineer/ Public Works Director  
Steven Love, Assistant City Engineer  
Jon Jarosch, Civil Engineer II

**DATE:** March 27, 2014

**SUBJECT:** Approval of Resolution Adopting Revised Assessment Roll, Arkwright-Sunrise Area Improvements, City Project 12-09

### **Introduction**

On March 24, 2014 the assessment hearing was held and objections were received for the Arkwright-Sunrise Area Improvement Project. Recommendations for action on each of the objections are provided for Council approval in considering adopting the final assessment roll.

### **Background/Discussion**

The proposed assessments for the Arkwright-Sunrise Area Improvements were submitted to the City Council for adoption at the March 24, 2014 meeting. Residents were provided with the required advanced notice of assessment hearing. Residents were required to file a written notice if they objected to the assessment amount. Two (2) property owners provided written objections as follows:

### **Objections:**

1. Parcel 08-29-22-33-0076 – Thomas R. Dooley; 0 Viking Drive  
It is currently proposed that the property be assessed for 1 unit. Mr. Dooley is requesting an undeveloped property deferral.
2. Parcel 08-29-22-34-0028 – Beverly J. Wermus; 2220 Hendry Place  
It is currently proposed that the property be assessed for 1 unit. Ms. Wermus is requesting a senior citizen or financial hardship deferral.

### **Recommended Adjustments**

City staff reviewed the requests and recommends granting the financial hardship, senior citizen, and undeveloped property deferrals upon approval of proper documentation.

The recommendations are consistent with the City's Assessment Policy. If council chooses to adopt the staff recommendation and a property owner disagrees with the action, there is an opportunity to work with the City Attorney in addition to appealing to the City and District Court.

The following are recommended adjustments by staff to the assessment roll:

1. Parcel 08-29-22-33-0076 – Thomas R. Dooley; 0 Viking Drive  
It is currently proposed that the property be assessed for 1 unit. Mr. Dooley is requesting an undeveloped property deferral. Staff recommendation is to **grant** an undeveloped property deferral (15 year) upon approval of necessary paperwork. After the 15 year deferral time period, if the property has not been improved or developed, the assessment would be cancelled. If the property is improved or developed within the 15 year time period, the assessment would become due in total with interest.
2. Parcel 08-29-22-34-0028 – Beverly J. Wermus; 2220 Hendry Place  
It is currently proposed that the property be assessed for 1 unit. Ms. Wermus is requesting a senior citizen or financial hardship deferral. Staff recommendation is to **grant** a financial hardship or senior citizen deferral (15 year) upon approval of necessary paperwork. After the 15 year deferral time period the assessment would become due in total with interest.

### **Budget Impact**

The project budget will not be affected by approving the recommendations above.

### **Recommendation**

Staff recommends that the City Council approve the attached Resolution for Adopting Revised Assessment Roll for the Arkwright-Sunrise Area Improvements, Project 12-09.

### **Attachments:**

1. Resolution: Adopting Revised Assessment Roll
2. Assessment Roll
3. Location Map
4. Assessment objections

**RESOLUTION  
ADOPTING REVISED ASSESSMENT ROLL**

WHEREAS, pursuant to a resolution adopted by the City Council on March 24, 2014, the assessment roll for the Arkwright-Sunrise Area Improvements, City Project 12-09, was presented in a Public Hearing format, pursuant to Minnesota Statutes, Chapter 429, and

WHEREAS, two (2) property owners filed objections to their assessments according to the requirements of Minnesota Statutes, Chapter 429, summarized as follows:

1. Parcel 08-29-22-33-0076 – Thomas R. Dooley; 0 Viking Drive  
It is currently proposed that the property be assessed for 1 unit. Mr. Dooley is requesting an undeveloped property deferral.
2. Parcel 08-29-22-34-0028 – Beverly J. Wermus; 2220 Hendry Place  
It is currently proposed that the property be assessed for 1 unit. Ms. Wermus is requesting a senior citizen or financial hardship deferral.

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

- A. That the City Engineer and City Clerk are hereby instructed to make the following adjustments to the assessment roll for the Arkwright-Sunrise Area Improvements, City Project 12-09:
  1. Parcel 08-29-22-33-0076 – Thomas R. Dooley; 0 Viking Drive  
It is currently proposed that the property be assessed for 1 unit. Mr. Dooley is requesting an undeveloped property deferral. Staff recommendation is to **grant** an undeveloped property deferral (15 year) upon approval of necessary paperwork. After the 15 year deferral time period, if the property has not been improved or developed, the assessment would be cancelled. If the property is improved or developed within the 15 year time period, the assessment would become due in total with interest.
  2. Parcel 08-29-22-34-0028 – Beverly J. Wermus; 2220 Hendry Place  
It is currently proposed that the property be assessed for 1 unit. Ms. Wermus is requesting a senior citizen or financial hardship deferral. Staff recommendation is to **grant** a financial hardship or senior citizen deferral (15 year) upon approval of necessary paperwork. After the 15 year deferral time period the assessment would become due in total with interest.
- B. The assessment roll for the Arkwright-Sunrise Area Improvements, City Project 12-09, as amended, is hereby accepted, a copy of which is attached hereto and made a part hereof. Said assessment roll shall constitute the special assessment against the lands named therein, and each tract of land therein included is hereby found to be benefited by the proposed improvement in the amount of the assessment levied against it.
- C. Such assessments shall be payable in equal annual installments extending over a period of 8 years for commercial properties and 15 years for residential properties, the first installments to be payable on or before the first Monday in January 2015 and shall bear interest at the rate of 4.60 percent per annum from the date of the adoption of this assessment resolution. To the first installment shall be added interest on the entire assessment from the date of this resolution until December 31, 2014. To each subsequent installment when due shall be added interest for one year on all unpaid installments.

- D. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, but no later than November 15, 2014, pay the whole of the assessment on such property, with interest accrued to the date of the payment, to the city clerk, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of this resolution; and they may, at any time after November 15, 2014, pay to the county auditor the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the next succeeding year.
  
- E. The city engineer and city clerk shall forthwith after November 15, 2014, but no later than November 16, 2014, transmit a certified duplicate of this assessment to the county auditor to be extended on the property tax lists of the county. Such assessments shall be collected and paid over the same manner as other municipal taxes.

Adopted by the council on this 14<sup>th</sup> day of April 2014.

Arkwright-Sunrise Area Improvements  
City Project 12-09  
Final Assessment Roll

Parcel ID	TAXPAYER	Street Number	Street	UNITS	FULL RECONSTRUCTION ASSESSMENT	MILL AND OVERLAY ASSESSMENT	WATERMAIN ASSESSMENT	TOTAL ASSESSMENT
082922330043	Frank R Carletta	2169	Arkwright St N	1	\$4,500			\$4,500
082922330042	William P Huddleson	2175	Arkwright St N	1	\$4,125			\$4,125
082922330035	Joseph J Fuenffinger	2176	Arkwright St N	1	\$4,125			\$4,125
082922330041	Shari Lowenthal	2183	Arkwright St N	1	\$4,125			\$4,125
082922330036	Anna Lisa Johansson	2184	Arkwright St N	1	\$4,125			\$4,125
082922330040	Harry H Koval	2191	Arkwright St N	1	\$4,125			\$4,125
082922330037	Sharon A Mottaz	2192	Arkwright St N	1	\$4,125			\$4,125
082922330039	Larry P Calhoun	2205	Arkwright St N	1	\$4,500			\$4,500
082922330052	Hieu Vo	2225	Arkwright St N	1	\$4,500			\$4,500
082922330012	Tou Moua	2238	Arkwright St N	1	\$4,125			\$4,125
082922330011	Daniel D Olson	2244	Arkwright St N	1	\$4,125			\$4,125
082922330083	Mayko Lee Lo	2250	Arkwright St N	1	\$4,125			\$4,125
082922330079	Rodwan N Nakshabandi	2255	Arkwright St N	1	\$4,125			\$4,125
082922330082	Pai Yang	2256	Arkwright St N	1	\$4,125			\$4,125
172922210049	Lambert W Motz	2078	Burr St N	1		\$1,950		\$1,950
172922210048	Scott L Price	2086	Burr St N	1		\$1,950		\$1,950
172922210039	Lucille V Olson	2087	Burr St N	1		\$1,950		\$1,950
172922210047	Lenon Bean	2098	Burr St N	1		\$1,950		\$1,950
172922210040	Herbert E Douglas	2099	Burr St N	1		\$1,950		\$1,950
172922210046	Peng Yang	2104	Burr St N	1		\$1,950		\$1,950
172922210041	Rocklyn H Duerr	2105	Burr St N	1		\$1,950		\$1,950
172922210045	Mark E Simone	2112	Burr St N	1		\$1,950		\$1,950
172922210042	Anh Minh Dam	2113	Burr St N	1		\$1,950		\$1,950
172922210043	Thomas E Zappa	2119	Burr St N	1		\$1,950		\$1,950
172922210068	Barbara J Graf	2120	Burr St N	1		\$1,950		\$1,950
172922210044	Michael Hinderscheid	2126	Burr St N	1		\$1,950		\$1,950
082922340055	Shannon M Taggart	2181	Burr St N	1	\$4,125			\$4,125
082922340021	Teresa L Conway	2184	Burr St N	1	\$4,500			\$4,500
082922340054	George L Soler	2187	Burr St N	1	\$4,125			\$4,125
082922340053	Patrick Cokley	2195	Burr St N	1	\$4,125			\$4,125
082922340052	Kathleen A Youmans	2203	Burr St N	1	\$4,125		\$5,770	\$9,895
082922340051	Christina Struntz	2209	Burr St N	1	\$4,125		\$5,770	\$9,895
082922340039	Koua Thao	2214	Burr St N	1	\$4,125		\$5,770	\$9,895
082922340050	John L Clifton	2221	Burr St N	1	\$4,125		\$5,770	\$9,895
082922340040	Jeffrey A Chase	2222	Burr St N	1	\$4,125		\$5,770	\$9,895
082922340049	Jan M Svendsen	2225	Burr St N	1	\$4,125		\$5,770	\$9,895
082922340041	Kelsey J Degoe	2228	Burr St N	1	\$4,125		\$5,770	\$9,895
082922340048	Derek S Dougherty	2231	Burr St N	1	\$4,125		\$5,770	\$9,895
082922340042	Cynthia Marie Bush	2238	Burr St N	1	\$4,125		\$5,770	\$9,895
082922340047	Veronica H Engquist	2239	Burr St N	1	\$4,125		\$5,770	\$9,895
082922340043	Richard J Wilson	2244	Burr St N	1	\$4,125		\$5,770	\$9,895
082922340046	Nicholas A Smith	2245	Burr St N	1	\$4,125		\$5,770	\$9,895
082922340044	Soren G Sorenson	2250	Burr St N	1	\$4,125		\$5,770	\$9,895
082922330024	Chue T Vang	2168	Clark St N	1	\$4,125			\$4,125
082922330032	Kenneth E Newton	2175	Clark St N	1	\$4,125			\$4,125
082922330025	Katherine M Bourke	2176	Clark St N	1	\$4,125			\$4,125
082922330031	Juli A Kislenger Zaspel	2183	Clark St N	1	\$4,125			\$4,125
082922330026	Richard L Mcgrane	2184	Clark St N	1	\$4,125			\$4,125
082922330030	Brenda L Jones	2193	Clark St N	1	\$4,125			\$4,125
082922330027	Julie A L Lackner	2194	Clark St N	1	\$4,125			\$4,125
082922330029	Edward C Lunzer	2199	Clark St N	1	\$4,125			\$4,125
082922330028	Michael E Savard	2202	Clark St N	1	\$4,125			\$4,125
082922330085	Khai Van Dang	351	County Road B E	0.5	\$2,250			\$2,250
082922340017	Eugene F Picha	525	County Road B E	1	\$4,500			\$4,500
172922210053	Chuck Moua	2076	Desoto St N	1		\$1,950		\$1,950
082922340057	Joel R Millard	2166	Desoto St N	1	\$4,125			\$4,125
082922340058	Joshua Rand Barta	2174	Desoto St N	1	\$4,125			\$4,125
082922330022	Ryan T Dummann	2175	Desoto St N	1	\$4,125			\$4,125
082922330021	Sherri A McClure	2181	Desoto St N	1	\$4,125			\$4,125
082922340059	Bonnie M Peterson	2182	Desoto St N	1	\$4,125			\$4,125
082922340060	Michael D Urban	2188	Desoto St N	1	\$4,125			\$4,125
082922330020	Lisa M Ritland	2193	Desoto St N	1	\$4,125			\$4,125
082922340061	Robert M Prettyman	2196	Desoto St N	1	\$4,125			\$4,125
082922330019	Norman J Barrett	2201	Desoto St N	1	\$4,125			\$4,125
082922340062	Douglas R Bello	2204	Desoto St N	1	\$4,125			\$4,125
082922340063	Monica M Walton	2210	Desoto St N	1	\$4,125			\$4,125
082922340064	Kristoffer J Schlueter	2218	Desoto St N	1	\$4,125			\$4,125
082922340065	Brent M Bixby	2226	Desoto St N	1	\$4,125			\$4,125
082922340066	David R Lowery	2232	Desoto St N	1	\$4,125			\$4,125
082922340067	Betty R Johnson	2240	Desoto St N	1	\$4,125			\$4,125
082922330006	Roger A Clark	2243	Desoto St N	1	\$4,500			\$4,500
082922340068	Terrence L Mcging	2246	Desoto St N	1	\$4,125			\$4,125
172922210052	Mai Lee Yang	470	Eldridge Ave E	1		\$1,950		\$1,950
172922210051	Sovie Y Ly	478	Eldridge Ave E	1		\$1,950		\$1,950
172922210050	711 Building Holdings Llc	486	Eldridge Ave E	1		\$1,950		\$1,950
082922340022	Daniel J Shea	2190	Hendry Pl N	1	\$4,125			\$4,125
082922340023	William Dwe	2194	Hendry Pl N	1	\$4,500			\$4,500
082922340024	Perry J Shortridge	2196	Hendry Pl N	1	\$4,125			\$4,125
082922340038	W T Studtmann	2201	Hendry Pl N	1	\$4,125			\$4,125
082922340025	Thin Van Tran	2202	Hendry Pl N	1	\$4,125			\$4,125
082922340037	Nghia Tran	2203	Hendry Pl N	1	\$4,500			\$4,500
082922340026	Judith A Roelofs	2208	Hendry Pl N	1	\$4,125			\$4,125
082922340027	Kenneth Petersen	2214	Hendry Pl N	1	\$4,500			\$4,500
082922340036	Mary Konicek	2215	Hendry Pl N	1	\$4,500			\$4,500
082922340028	Beverly J Wermus	2220	Hendry Pl N	1	\$4,125			\$4,125
082922340035	James L Mcdowell	2227	Hendry Pl N	1	\$4,125			\$4,125

Arkwright-Sunrise Area Improvements  
City Project 12-09  
Final Assessment Roll

Parcel ID	TAXPAYER	Street Number	Street	UNITS	FULL RECONSTRUCTION ASSESSMENT	MILL AND OVERLAY ASSESSMENT	WATERMAIN ASSESSMENT	TOTAL ASSESSMENT
082922340029	Cynthia M Smith	2228	Hendry Pl N	1	\$4,125			\$4,125
082922340071	Casey W Clay	2235	Hendry Pl N	1	\$4,125			\$4,125
082922340030	Richard T Goar	2240	Hendry Pl N	1	\$4,125			\$4,125
082922340031	Charles R Devore	2242	Hendry Pl N	1	\$4,125			\$4,125
082922340070	Russell J Thomas	2243	Hendry Pl N	1	\$4,125			\$4,125
082922340033	Marian E Woodford	2251	Hendry Pl N	1	\$4,125			\$4,125
082922340069	Karl F Wittner	466	Highway Dr E	1	\$4,125			\$4,125
082922340045	David M Kermes	480	Highway Dr E	1	\$4,125		\$5,770	\$9,895
082922340032	Emma Tschida	534	Highway Dr E	1	\$4,125			\$4,125
082922330071	Thomas R Dooley	349	Lark Ave E	1	\$4,500			\$4,500
82922330060	Beverly Jane R Selander	358	Lark Ave E	1	\$4,500			\$4,500
082922330070	Robert J Effinger	359	Lark Ave E	1	\$4,125			\$4,125
082922330061	Richard J Lang	366	Lark Ave E	1	\$4,500			\$4,500
082922330069	James E Tomaszewski	367	Lark Ave E	1	\$4,125			\$4,125
082922330068	Mark A Lopez	375	Lark Ave E	1	\$4,125			\$4,125
082922330062	Alexander Kempe	376	Lark Ave E	1	\$4,500			\$4,500
082922330067	Douglas Saum	379	Lark Ave E	1	\$4,125			\$4,125
082922330063	Michael S Busse	384	Lark Ave E	1	\$4,500			\$4,500
082922330064	Jesse R Behnke	394	Lark Ave E	1	\$4,500			\$4,500
082922330002	Xee Xiong	415	Lark Ave E	1	\$4,125			\$4,125
082922330010	Grant R Farnsworth	416	Lark Ave E	1	\$4,500			\$4,500
082922330003	Nicholas J Svendsen	425	Lark Ave E	1	\$4,500			\$4,500
082922330009	Jessica Marie Lund	426	Lark Ave E	1	\$4,500			\$4,500
082922330004	Timothy K Asplund	431	Lark Ave E	1	\$4,125			\$4,125
082922330008	Alice M Wheaton	434	Lark Ave E	1	\$4,500			\$4,500
082922330007	444 Lark Avenue Llc	444	Lark Ave E	1	\$4,500			\$4,500
082922330005	Kim C Bowman	445	Lark Ave E	1	\$4,500			\$4,500
082922330057	Rennie Smith	347	Laurie Rd E	1	\$4,125			\$4,125
082922330056	Phet S Humdala	357	Laurie Rd E	1	\$4,500			\$4,500
082922330048	Kevin D Vnuk	358	Laurie Rd E	1	\$4,500			\$4,500
082922330055	Callie J Mcdermott	365	Laurie Rd E	1	\$4,500			\$4,500
082922330049	Sur La Rue Inc	374	Laurie Rd E	1	\$4,500			\$4,500
082922330054	Julie K Becker	375	Laurie Rd E	1	\$4,500			\$4,500
082922330050	Bavong Thao	380	Laurie Rd E	1	\$4,500			\$4,500
082922330053	John T Fitzpatrick	383	Laurie Rd E	1	\$4,500			\$4,500
082922330051	Richard J Chermak	384	Laurie Rd E	1	\$4,500			\$4,500
082922330013	Rennie Smith	407	Laurie Rd E	1	\$4,500			\$4,500
082922330038	Daniel L Brigley	410	Laurie Rd E	1	\$4,125			\$4,125
082922330014	Gary A Pundsack	415	Laurie Rd E	1	\$4,500			\$4,500
082922330015	James Edward Linell	425	Laurie Rd E	1	\$4,500			\$4,500
082922330016	Lawrence Brilla Trustee	433	Laurie Rd E	1	\$4,500			\$4,500
082922330017	Sierra Jade Armiem Funk	443	Laurie Rd E	1	\$4,500			\$4,500
082922330018	Doris Bauer	453	Laurie Rd E	1	\$4,500			\$4,500
082922330088	Kevin J Westphall	2178	Mcmenemy St	1	\$4,500			\$4,500
082922330087	Michael R Lessard	2190	Mcmenemy St	1	\$4,500			\$4,500
082922330086	Luke A Vestrum	2198	Mcmenemy St N	1	\$4,500			\$4,500
082922330058	Roger O White	2224	Mcmenemy St N	1	\$4,125			\$4,125
082922330080	Martin J Hayes	2234	Mcmenemy St N	1	\$4,125			\$4,125
082922330081	Donald W Hoff	2244	Mcmenemy St N	1	\$4,125			\$4,125
082922340016	David A Stark	2173	Sunrise Dr N	1	\$4,125			\$4,125
082922340015	Donald E Letourneau	2181	Sunrise Dr N	1	\$4,125			\$4,125
082922340014	Stacey Lou Kappes	2185	Sunrise Dr N	1	\$4,125			\$4,125
082922340013	Diane D Lewis	2193	Sunrise Dr N	1	\$4,125			\$4,125
082922340012	Beverly J Jacobson	2199	Sunrise Dr N	1	\$4,125			\$4,125
082922340011	Chad L Chaney	2205	Sunrise Dr N	1	\$4,500			\$4,500
082922340010	Donald P Meysembourg	2217	Sunrise Dr N	1	\$4,500			\$4,500
082922340009	Charles J Kral	2227	Sunrise Dr N	1	\$4,125			\$4,125
082922340008	Donald E Haugen	2233	Sunrise Dr N	1	\$4,125			\$4,125
082922340007	Jeffrey Alan Hammer	2239	Sunrise Dr N	1	\$4,125			\$4,125
082922340006	Steven M Marier	2249	Sunrise Dr N	1	\$4,125			\$4,125
082922330076	Thomas R Dooley	0	Viking Dr E	1	\$4,125			\$4,125
082922330077	Federal Home Loan Mtg Assn	350	Viking Dr E	1	\$4,500			\$4,500
082922330073	Zang Her Thao	368	Viking Dr E	1	\$4,125			\$4,125
082922330074	Ryan P Giacomini	376	Viking Dr E	1	\$4,125			\$4,125
082922330075	Michael A Londo	380	Viking Dr E	1	\$4,125			\$4,125
082922330066	Jason D Macdonald	388	Viking Dr E	2	\$8,250			\$8,250
082922330078	Theresa M Mayette	396	Viking Dr E	1	\$4,125			\$4,125
<b>TOTALS</b>				<b>136.5</b>	<b>\$583,125</b>	<b>\$31,200</b>	<b>\$80,780</b>	<b>\$695,105</b>

**ASSESSMENT RATES:**

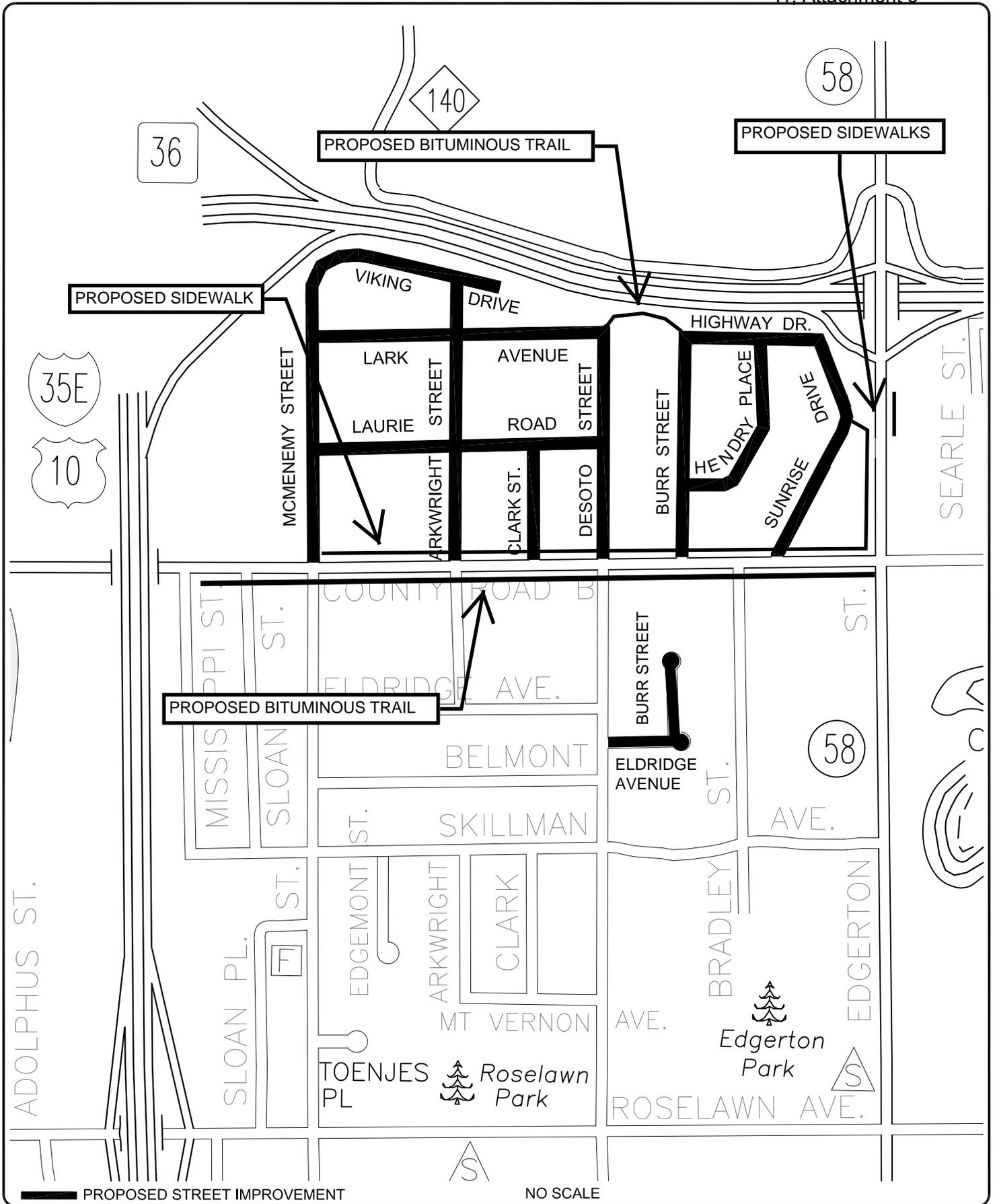
RESIDENTIAL - AREA 1 SPECIAL BENEFIT ASSESSMENT RATE = \$4,125 PER UNIT

RESIDENTIAL - AREA 2 SPECIAL BENEFIT ASSESSMENT RATE = \$4,500 PER UNIT

RESIDENTIAL - AREA 3 SPECIAL BENEFIT ASSESSMENT RATE = \$1,950 PER UNIT

NOTE: THE ABOVE ASSESSMENT RATES ARE BASED UPON SPECIAL BENEFIT APPRAISALS

WATERMAIN ASSESSMENT RATE = \$5,770 PER UNIT (CASH CONNECTION CHARGE + WATER SERVICE WITH NEW MAIN)



PROPOSED STREET IMPROVEMENT

NO SCALE

**Arkwright/Sunrise Area Streets**  
 Project Location Map  
 City Project 12-09



ASSESSMENT HEARING OBJECTION FORM

ARKWRIGHT - SUNRISE AREA IMPROVEMENTS

CITY PROJECT 12-09

Address of assessed parcel 0 VIKING DRIVE

Property identification number: 08-29-22-33-0076  
(12 digit number)

Do you wish to address the city council at the public hearing?

Yes  No

Please complete this form if you intend to appeal to the city council to defer, revise or cancel your assessment. This form must be completed and filed with the city clerk no later than the close of the city council's assessment hearing. Your request will become part of the public hearing record. I request that the city council consider (check one):

- 1. Deferral of assessment due to:
  - a.  Senior citizen deferment (over 65 years of age)
  - b.  Permanent and total disability
  - c.  National Guard /Military in Active Service
  - d.  Financial Hardship (must provide documentation as required)
  - e.  Undeveloped Property
- 2.  Cancellation of assessment
- 3.  Revision of assessment

Reason for the request:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

THOMAS R DOOLEY  
Print Name

Thomas R Dooley  
Signature

MARCH 7 2014  
Date

349 LARK AVE MAPLEWOOD MN 55117  
Address of Property Owner

(651) 771-9293  
Zip Telephone

ASSESSMENT HEARING OBJECTION FORM

Arkwright - Sunrise IMPROVEMENTS

CITY PROJECT 12-09

Address of assessed parcel 2220 Hendry Place

Property identification number: 08-29-2234-0028  
(12 digit number)

Do you wish to address the city council at the public hearing?  Yes  No

Please complete this form if you intend to appeal to the city council to defer, revise or cancel your assessment. This form must be completed and filed with the city clerk no later than the close of the city council's assessment hearing. Your request will become part of the public hearing record. I request that the city council consider (check one):

- 1. Deferral of assessment due to:
  - a.  Senior citizen deferment (over 65 years of age)
  - b.  Permanent and total disability
  - c.  National Guard /Military in Active Service
  - d.  Financial Hardship (must provide documentation as required)
  - e.  Undeveloped Property
- 2.  Cancellation of assessment
- 3.  Revision of assessment

Reason for the request:

I am 81 yrs old and collect only  
social security.

BEVERLY S. WERMUS Beverly S. Wermus 3-21-14  
Print Name Signature Date

2220 Hendry Place 55117 651-774-3081  
Address of Property Owner Zip Telephone

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## MEMORANDUM

**TO:** Chuck Ahl, City Manager

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

**DATE:** April 9, 2014

**SUBJECT:** Resolution Defining Precinct Boundaries and Polling Locations

### Introduction

On or before May 14, 2014, jurisdictions are required to submit any changes in precinct boundaries or polling locations to the Office of the Secretary of State. In preparation of the 2014 election cycle, staff has been reviewing and visiting potential polling locations due to fire station closings throughout the city.

Precinct 16 is located in the far south leg of Maplewood. With no public building within a mile of the current precinct boundary to accommodate a polling location, staff is recommending combining precincts 14, 15 and 16 and then splitting them into two precincts. With the elimination of precinct 16, precinct 14 will have approximately 2006 registered voters and precinct 15 approximately 2485 registered voters.

Following are the recommended changes to polling locations:

Precinct 1 – Move from Parkside Fire Station, 2001 McMenemy Street to St. Paul Hmong Alliance Church, 1770 McMenemy. St. Paul Hmong Alliance Church is currently building an addition onto their existing building that will significantly increase the space available for us to use as a polling location. After doing a site visit, the church currently meets the requirements set forth in the Help America Vote Act (HAVA) for handicapped accessibility.

Precinct 6 – Move from Hazelwood Fire Station, 1530 County Road C East to Redeeming Love Church, 2425 White Bear Avenue North.

Precinct 13 – Move from East County Line Fire Station, 1177 Century Avenue North to Gethsemane Lutheran School, 2410 Stillwater Road.

Precincts 14, 15 and 16 – Staff is proposing precincts 14, 15 and 16 be split into two precincts. Precinct 14 would remain at Carver School, 2680 Upper Afton Road and precinct 15 would remain at Lutheran Church of Peace, 47 Century Avenue.

The current polling locations map and the proposed polling locations map with the new boundary lines are attached.

It is important to note that none of the proposed changes affect any legislative or congressional districts.

**Budget Impact**

There is no budget impact to this agenda item.

**Recommendation**

Approve the Resolution for Polling Location Changes and Defining Precinct Boundaries.

**Attachments**

1. Resolution for Polling Location Changes and Defining Precinct Boundaries
2. Current Polling Locations Map
3. Proposed Polling Location Map

Resolution  
Polling Location Changes and Defining Precinct Boundaries

WHEREAS, the closing of four fire stations has caused the need to redefine precinct boundaries and polling locations;

WHEREAS, precincts 14, 15 and 16 will be combined into two precincts;

WHEREAS, P16 will be eliminated and boundary lines for precincts 14 and 15 will be redefined.

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

**P1 St. Paul Hmong Alliance Church (Formerly Maplewood Fire Station #3 Parkside)**

Rice Street to the West; County Road B to the North;  
McMenemy Street to the East; Larpenteur Avenue to the South

**P6 Redeeming Love Church (Formerly Maplewood Fire Station #7 Hazelwood)**

Keller Parkway/Arcade Street to the West; County Road C East to the North  
Ariel Street to the East; Highway 36 to the South

**P13 Gethsemane Lutheran School (Formerly Maplewood Fire Station #1 E. County Line)**

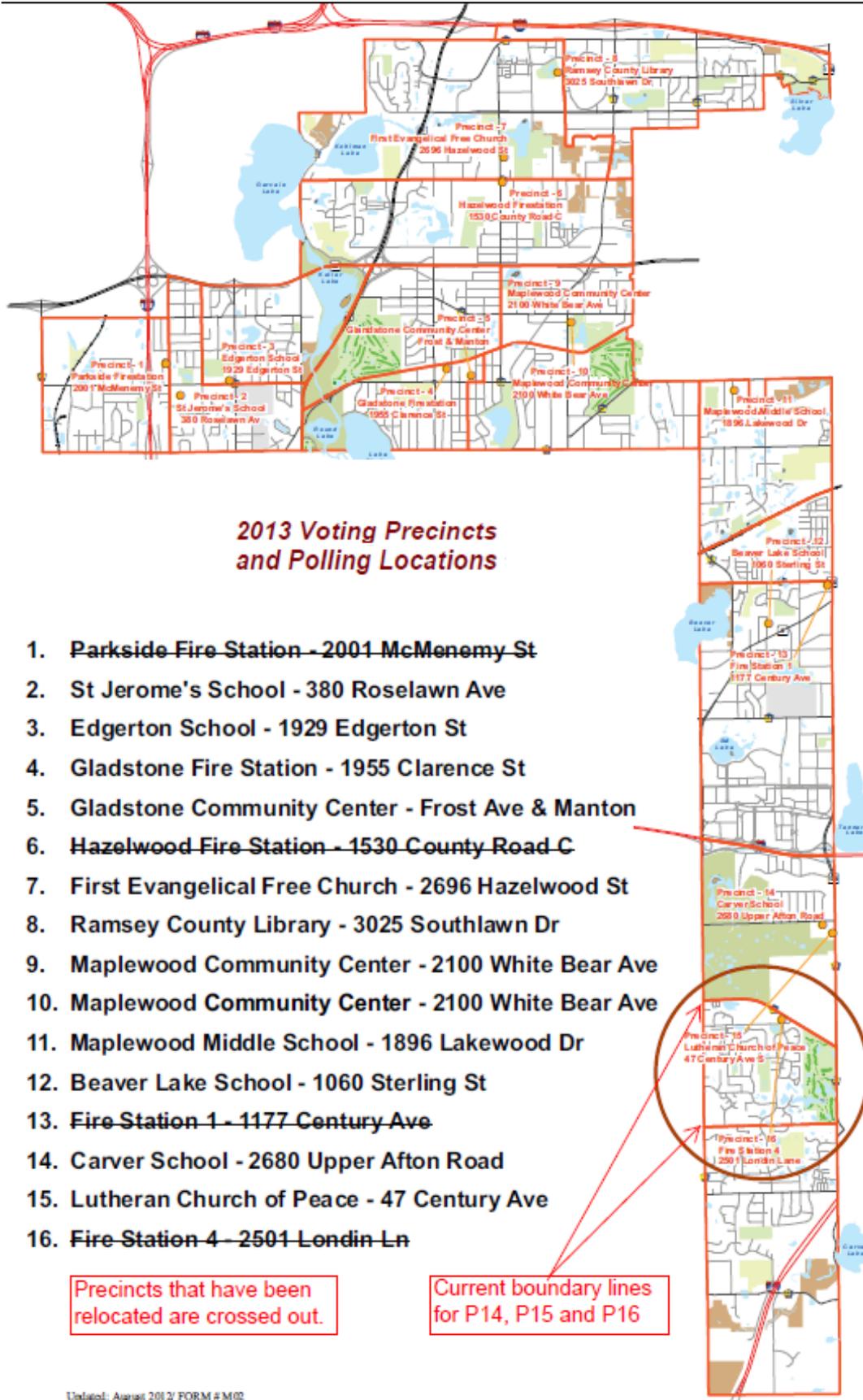
McKnight Road to the West; Maryland Avenue E to the North  
Century Avenue to the East; I94 to the South

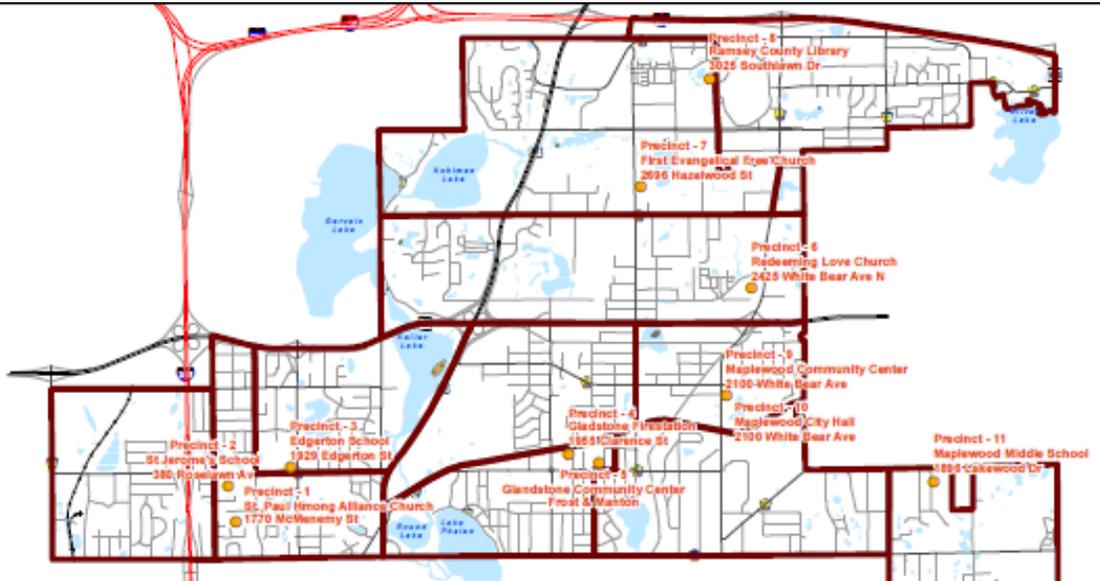
**P14 Carver School**

McKnight Road to the West; I94 to the North;  
Century Avenue to the East; Lower Afton Road to the South to Londin Lane  
Londin Lane to the Southeast to Sterling Street  
Sterling Street to the East to Linwood Avenue  
Linwood Avenue to the South to McKnight Road

**P15 Lutheran Church of Peace**

Knight Road to the West; Linwood Avenue to the North to Sterling Street  
Sterling Street to the West to Londin Lane  
Londin Lane to the Northwest to Lower Afton Road  
Lower Afton Road to the Northeast to Century Avenue  
Century Avenue to the East; to Maplewood boundary on the South





**PROPOSED  
2014 Voting Precincts  
and Polling Locations**

1. St. Paul Hmong Alliance Church - 1770 McMenemy St
2. St Jerome's School - 380 Roselawn Ave
3. Edgerton School - 1929 Edgerton St
4. Gladstone Fire Station - 1955 Clarence St
5. Gladstone Community Center - Frost Ave & Manton
6. Redeeming Love Church - 2425 White Bear Avenue N
7. First Evangelical Free Church - 2696 Hazelwood St
8. Ramsey County Library - 3025 Southlawn Dr
9. Maplewood Community Center - 2100 White Bear Ave
10. Maplewood City Hall - 2100 White Bear Ave
11. Maplewood Middle School - 1896 Lakewood Dr
12. Beaver Lake School - 1060 Sterling St
13. Gethsemane Lutheran School - 2410 Stillwater Road
14. Carver School - 2680 Upper Afton Road
15. Lutheran Church of Peace - 47 Century Ave

Proposed Polling Locations are underlined.

New boundary line for P14 and P15.



## MEMORANDUM

**TO:** Chuck Ahl, City Manager

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

**DATE:** April 9, 2014

**SUBJECT:** Approval of Republic Services' Annual Review – 2013 Trash and Yard Waste Report and 2014 Work Plan

### Introduction

The City-Wide Residential Trash and Yard Waste Service Agreement between the City of Maplewood and Republic Services (formerly Allied Waste services) require that the contractor submit an Annual Report and Work Plan. The Annual Report requires, at a minimum, trash cart sizes, total tons of trash/yard waste/bulky items collected, number of trash cart repairs/warranty issues, service log of residents where education tags were left, log of complaints, and number of households served. The work plan should include proposals for system improvements.

### Background

#### **Annual Report**

The 2013 Annual Report (pages 2 through 7 of attached report) summarizes implementation strategies taken by Republic Services and the City in 2013 to improve service:

- Public education tools/enhancement
- Routing improvements
- Education tags
- Fall Clean Up Campaign
- Drafting of an organized trash survey

The Year End Trash Services Report (attachment A to the report) summarizes materials collected in 2013 as well as households and sizes of carts participating in the City's trash and yard waste program. A comparison of households participating in the trash and yard waste program from 2012 to 2013 follows:

	<u>2012</u>	<u>2013</u>
• Single family accounts	8,790	8,787
• Townhome/manufactured home accounts	90	144
• Permanent exemptions	244	264
• Walk up service	44	51
• Yard waste accounts	750	913

Trash and yard waste collected in 2013 follows:

- |   |               |
|---|---------------|
| • Trash collected                                     | 8,007.18 tons |
| • Bulky items collected during regular schedule       | 28.80 tons    |
| • Bulky items collected during Fall Clean Up Campaign | 25.40 tons    |
| • Yard waste collected                                | 600.88 tons   |

### **Annual Work Plan**

The 2014 Work Plan (page 8 of attached report) includes improvements in routing, RFID system review, organic waste collection pilot project, and the second annual Fall Clean Up Campaign.

### **Annual Performance Review**

The Agreement specifies that the Environmental and Natural Resources (ENR) Commission and the City Council review Republic Service's performance yearly. The objectives of the review include reviewing and offering feedback on the Annual Report and Work Plan and reviewing the contractor's performance based on feedback from residents. The ENR Commission reviewed and recommended approval of the reports on March 17, 2014.

### **Budget Impact**

None

### **Recommendation**

Approve Republic Services' 2013 Annual Trash and Yard Waste Report and 2014 Work Plan for the City's residential trash and yard waste collection system.

### **Attachments**

1. 2013 Annual Trash and Yard Waste Report and 2014 Work Plan

**CITY OF MAPLEWOOD  
AND  
REPUBLIC SERVICES**

**TRASH AND YARD WASTE SERVICES**

**2013 ANNUAL REPORT AND 2014 WORK PLAN**



**Produced March 13, 2014**

## City of Maplewood and Republic Services

### 2013 Annual Report

Republic Services began residential trash and yard waste service in Maplewood on October 1, 2012. We believe that the City and its citizens are happy with the service under this agreement and are pleased to present the 2013 annual report which summarizes our efforts to improve upon the service.

**Public education tools/enhancements:** The annual Trash and Yard Waste Service Guide was updated for 2014. We printed and mailed the Guide to all residents eligible for trash service in early 2014.

Allied Waste/Republic Services is proud to provide trash and yard waste service to Maplewood residents. If you have any questions, comments, or concerns about your service contact Allied.



**(651) 455-8634**  
 Mon-Fri 7:00am to 5:00pm  
[www.AlliedWasteMinnesota.com](http://www.AlliedWasteMinnesota.com)

For information on Maplewood's residential trash and yard waste program, visit the City's trash webpage at [www.ci.maplewood.mn.us/trash](http://www.ci.maplewood.mn.us/trash).

#### 2014 Holiday Schedule

If your normal pickup falls on or after the holiday listed below, your pickup will be delayed by one day for that week only.

Jan 1	New Year's Day
Wed	Mon-Wed no route change Thurs-Fri delayed 1 day
May 26	Memorial Day
Mon	all routes delayed 1 day
July 4	Independence Day
Fri	Fri delayed 1 day
Sept 1	Labor Day
Mon	all routes delayed 1 day
Nov 27	Thanksgiving
Thurs	Mon-Wed no route change Thurs-Fri delayed 1 day
Dec 25	Christmas
Thurs	Wed-Fri delayed 1 day
Jan 1	New Year's Day (2015)
Thurs	Thurs-Fri delayed 1 day



For additional disposal options, visit Ramsey County's A to Z website [www.RamseyAtoZ.com](http://www.RamseyAtoZ.com) or hotline 651-633-EASY (3279) (24/7)



CITY OF MAPLEWOOD



### 2014 Trash & Yard Waste Service Guide



Brought to you by



**Routing improvements:** We have done a great deal of work in 2013 to make sure that Maplewood trash and yard waste service runs as efficient as possible. We began this effort in October of 2012, and refined it in early 2013. Here are the statistics that help tell the story:

- 1) We reduced the total number of trash collection “route days” from 13.5 route days to 11 (for example, “12 route days a week” would mean that 3 drivers would each work 4 days a week in Maplewood).
- 2) Because of this added efficiency, our trash service trucks operate 20 fewer hours per week in Maplewood---or 1,040 fewer hours per year. This time savings equals about 4,160 gallons of fuel per year (based on using about 4 gallons per hour).



- 3) We have been able to move yard waste collection to a more automated process with the use of carts. This has improved our efficiency significantly. At the start of the 2013 yard waste season in April we ran one 5-day-a-week yard waste collection route. By the end of 2013, we had reduced that to a ½ route per day. At the same time, yard waste customers increased by 200 over this first year.

Cumulatively for yard waste service we are in Maplewood about 8-10 fewer hours a week during yard waste season, saving about 1,000 gallons of fuel over the full yard waste season.



**Education tags:** Republic Services continues to distribute trash collection education when necessary.

**City of Maplewood/Allied Waste Services  
Trash Collection Information Tag for  
Maplewood Residents**

- Please have all of your trash items at the curb by 6:00AM.
- Please place your trash cart at least 5 feet away from any other objects (cars, mailboxes, trees, etc.).
- Please **bag all of your trash and place it inside the cart** to help keep your neighborhood clean.
- Please call our Customer Service Team to schedule to have your large, **Bulky Item** picked up. We could not pick it up with our automated truck.
- There is an extra charge of \$4.00 per bag for overflow trash when it exceeds the size of your cart. Today you had \_\_\_\_\_ bag/s of overflow trash.
- Allied Waste can only dump City of Maplewood black trash carts. Please place all materials **into your black City of Maplewood cart** so the driver can safely dispose of them.
- It is against the law to put hazardous waste in your trash container. The following item/s were left behind today because they cannot legally be disposed of as trash. Contact Ramsey County at (651) 633-3279 for proper disposal.

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- By law, we cannot take **Appliances** or **Electronic** items with our trash truck. Please call our Customer Service Team to schedule a pick up.
- It is against the law to place **yard waste materials in your trash cart**. They must be in a special yard waste cart or in approved compostable lawn/leaf bags.
- Your yard waste subscription allows you 5 extra bags outside of the container. Today you had \_\_\_\_\_ extra bags outside of the cart. There will be a \$3.00 charge for each 30-gallon bag over the limit of 5.
- If you need to schedule a **one-time yard waste pick up** or you would like to learn more about weekly yard waste collection, please call our Customer Service Team.

**Thank you very much for your cooperation!**  
If you have any questions call our Allied Waste Customer Service Team at (651)455-8634

Maplewood Trash Hauling Education Tags

**Fall Clean Up Campaign:** Republic Services assisted the City with its first annual Fall Clean Up Campaign which was held the second and third weeks in October. This was a new approach to City-wide bulky item collection, which included half-price bulky item curbside collection. The Campaign also included an educational component with articles featuring reducing, reusing, and recycling that were published in the fall edition of Seasons. The event was a success with 309 properties participating, exceeding participation rates of previous spring and fall clean up events. A total of 25.40 tons of bulky items were collected including appliances, electronics, mattresses, old furniture, and carpet. Refer to 2013 Year End Trash Service Report on Attachment 1 for additional information on items collected during the Campaign.

### Maplewood Fall Clean Up Campaign - 2nd & 3rd Weeks In Oct. Bulky Item Collection 50% Off!

The City of Maplewood is hosting its first annual Fall Clean Up Campaign focused on curbside bulky item pick up and household item reuse. The event will take place during the second and third weeks in Oct. (Oct. 7 - 11 and Oct. 14 - 18). The City is partnering with its contracted trash hauler, Allied Waste Services, for this event. All residents that have curbside trash collection are eligible to schedule bulky item pick up during the event (including townhomes and manufactured homes that have not opted into the City's trash plan). The price for bulky items during the event is reduced by 50% from the City's trash hauling contracted price. To schedule a pick up during the event, contact Allied at 651.455.8634. Residents with trash service through Allied will be billed for bulky items on their bi-monthly trash bill; others must pre-pay via credit card.

Bulky Items	Price*	Bulky Items	Price*
Bathtub (cast iron)	\$12.00	Lawnmower or snow thrower	\$12.00
Bathtub (steel or fiberglass)	\$10.00	(liquids must be drained)	
Bed (headboard/floorboard)	\$6.00	Love Seat	\$10.00
Bed Frame	\$5.00	Mattress or Box Spring (king size)	\$12.00
Book Case	\$7.00	(queen size)	\$12.00
Couch	\$9.00	(twin size)	\$7.50
Couch w/ hide a bed	\$12.00	Office Chair	\$5.00
Desk	\$7.00	Recliner/ EZ Chair	\$7.50
Dining Room Table	\$10.00	Roll of Carpet (cut down so one person can handle it)	\$2.50
Dresser	\$7.50	Tire	\$10.00
End Table	\$5.00	Tire with rim	\$12.00
Grill (charcoal)	\$5.00	Toilet	\$7.00
Grill (gas - no propane tanks)	\$7.50	Appliances	\$15.00
Hutch	\$10.00	Electronics	\$15.00
Kitchen Chair	\$3.75		
Kitchen Table	\$10.00		

\*50% Event Price Reduction Shown
\*50% Event Price Reduction Shown



**Townhomes and Manufactured Homes** can opt into the City's trash plan at any time. Visit the City's trash webpage for information: [www.ci.maplewood.mn.us/trash](http://www.ci.maplewood.mn.us/trash)



**Yard Waste** including leaves, grass clippings, trees and other types of plant waste are banned from the trash. Allied offers curbside yard waste pick up for \$79.50 a year (weekly pick up from April through November). You can also schedule one-time yard waste pick ups for \$3.50 per compostable or paper bag. Contact Allied at 651.455.8634 for information. Ramsey County's yard waste sites accept yard waste from residents at no charge ([www.ramseyatoz.com](http://www.ramseyatoz.com) or 651.633.EASY). Back Yard Composting is permitted in Maplewood. Compost bin or pile must be located in the rear or side yard, be at least 5 feet from the property line, and not pose a nuisance to the neighbors ([www.ci.maplewood.mn.us/compost](http://www.ci.maplewood.mn.us/compost)).



Electronics and Appliances cannot be placed in the trash. Allied collects appliances and electronics curbside for a small fee (see above). Retailers in the metro area will take back appliances and electronics for free or for a small fee ([www.ramseyatoz.com](http://www.ramseyatoz.com) or 651.633.EASY).



**Household Hazardous Waste** products contain harmful materials and should be disposed of properly (including products used to clean or maintain your home and car or control animals and insects). Ramsey County has a year-round collection site at 5 Empire Drive, St. Paul or a seasonal site at Aldrich Arena in Maplewood every Fri. & Sat. in Oct. ([www.ramseyatoz.com](http://www.ramseyatoz.com) or 651.633.EASY).



**Ramsey County A to Z Guide** outlines reuse, recycling, and disposal methods for items from A to Z.



**Spring Clean Up** is scheduled for Saturday, April 26, 2014, at Aldrich Arena in Maplewood.

Seasons 2

Fall Clean Up Campaign Education Material

**Survey:** The 2013 Work Plan included a survey to gauge resident's feelings towards the City's organized trash service. Republic Services has created a draft of the survey for review. We will advertise the final survey in upcoming trash bills in mid-2014.

- 1) Since the City of Maplewood converted to using one trash hauling company in October 2012, how would you characterize the improvement in the services provided?**

*Above my Expectations*

*Meets my Expectations*

*Below my Expectations*

- 2) How would you describe the value of services you have received since October 2012?**

*Excellent service for the price*

*Good service for the price*

*I do not get the service I am paying for*

- 3) Is Maplewood saving taxpayer dollars by using one trash hauling company?**

*Yes*

*No*

- 4) How would you rate customer service at Republic Services since the Company began providing service in October 2012?**

*Customer service has improved from before*

*Customer service is about the same as before*

*Customer service has gotten worse than before*

- 5) When you contact the Customer Service Team at Republic Services, is your question/issue resolved in a timely, professional manner?**

*Yes*

*No*

- 6) Has the amount of waste you discard increased or decreased since October 2012?**

*Increased*

*Decreased*

- 7) Is your current waste cart sufficient in size to meet your home's disposal needs?**

*Yes*

*No*

- 8) Have you ever scheduled a bulky item pick up?**

*Yes*

*No*

- 9) If so, how would you rate Allied/Republic's professionalism and timeliness?**

*Better than expected*

*What I expect*

*I was disappointed*

**Trash and Yard Waste Data:** 2013 was the first full year of data collection for the City's residential trash program. This data is included on the attached Year End Trash Services Report and contains information on the amount of municipal solid waste, yard waste, and bulky items collected throughout the year as well as the number of households and sizes of carts participating in the City's trash and yard waste program. Moving forward this data can be used to compare the amount of trash and yard waste collected from year to year, which is helpful in determining if the City and Contractor's waste reduction education and programs are working.

Waste collected through the City's trash service is brought to the Resource Recovery Facility in Newport. There it is sorted to capture materials that can be recycled. The remaining material is created into resource derived fuel which is used to create energy. In 2013 Republic Services collected 8,007.18 tons of municipal solid waste from Maplewood residential properties. According to Xcel Energy and Ramsey County data, this amount of waste converts to the equivalent of generating enough electricity for around 400 homes in one year!

In 2013 Republic Services also collected 600.88 tons of yard waste and 28.80 tons of bulky items during the regular bulky item pick up, and an additional 25.40 tons of bulky items during the City's Fall Clean Up Campaign.

Attachment to 2013 Annual Report: 2013 Year End Trash Services Report

## City of Maplewood and Republic Services 2014 Work Plan

Allied Waste/Republic Service proposes the following work items in 2014 which will improve on the City's trash and yard waste service.

**Five Year Implementation Schedule:** The trash and yard waste service agreement identifies a five-year implementation schedule that outlines tasks and assignments for carrying out the requirements of the agreement. We will use this schedule as a guide for our work plans:

- 2014: Improvements in routing (including possible changes in the day-certain schedule and service areas)
- 2014: RFID system review and improvements
- 2014: Organic waste collection pilot project
- 2015: Creation of pay as you throw program
- 2016: Implementation of pay as you throw program
- 2017: Organics collection

**Improvements in Routing:** Republic Services reviewed and made improvements to the trash and yard waste hauling routes as outlined in the 2013 annual report. In 2014 we will work with staff to analyze the City's day-certain schedule and service areas. Maplewood has a five-day trash and recycling collection schedule, Monday through Friday. The analysis will review possibilities for improvements to the schedule.

**RFID System Review:** The City's trash carts are equipped with radio frequency identification tags. The Republic Services' trash hauling trucks that service Maplewood are equipped with a radio frequency identification software system to read the RFID tags. The software tracks cart inventory, set out information for billing, missed collections, every other week collection, and vacation credits. In 2014 we will work with staff to refine the RFID system data which will include up to date reporting to the City and improvements to the system.

**Organic Waste Collection Pilot Project:** Republic Services will conduct an organic waste collection pilot project by implementing one of the following:

- Food waste/organics collections at City-sponsored special events.
- Food waste/organics collections at City facilities.
- Residential curbside food waste/organics collection pilot project.

**Fall Clean Up Campaign:** For the second year in a row, Republic Services will work with staff on an annual Fall Clean Up Campaign. The campaign will allow residents another alternative to disposing of bulky items besides driving their items to the spring clean up. For two weeks in October we will collect scheduled bulky items curbside at a reduced cost. Another component of the Fall Clean Up Campaign will include promotional material to educate residents on reducing, reusing, and recycling.

**2013 Maplewood Year-End Trash Services Report - Submitted by Republic Services**

Collection Service Levels	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Year End
20 Gallon EOW	129	132	137	138	138	138	138	137	138	138	141	142	142
20 Gallon Weekly	411	401	396	396	388	386	387	383	380	379	380	380	380
32 Gallon Weekly	1006	1011	1007	996	985	979	976	972	974	979	978	976	976
65 Gallon Weekly	3127	3138	3140	3143	3171	3196	3198	3203	3209	3212	3218	3227	3227
95 Gallon Weekly	4104	4076	4070	4060	4034	4016	4013	3990	3980	3976	3970	3965	3965
2/32 Gallon Weekly	2	2	2	1	4	4	4	4	4	4	4	4	4
2/65 Gallon Weekly	2	2	2	2	3	4	4	4	4	4	4	4	4
2/95 Gallon Weekly	61	63	64	67	65	66	67	68	74	68	68	69	69
3/95 Gallon Weekly	12	12	12	12	12	12	12	12	12	12	12	12	12
4/95 Gallon Weekly	8	8	7	7	7	7	7	7	7	7	7	7	7
5/95 Gallon Weekly	2	3	1	1	1	1	1	1	1	1	1	1	1
<b>Account Information</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Year End</b>
Single family accounts	8,774	8,758	8,748	8,695	8,680	8,681	8,663	8,637	8,783	8,780	8,780	8,787	8,787
Townhome/manufactured home accounts	90	90	90	128	128	128	144	144	144	144	144	144	144
Permanent exemptions	263	263	263	263	263	263	263	263	263	263	263	264	264
Walk up services	47	50	51	51	51	51	51	51	51	51	51	51	51
Yard waste accounts	750	748	729	798	857	906	913	919	917	916	916	913	913
<b>Containers in use</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Year End</b>
20 Gallon EOW	129	132	137	138	138	138	138	137	138	138	141	142	142
20 Gallon Weekly	411	401	396	396	388	386	387	383	380	379	380	380	380
32 Gallon Weekly	1006	1011	1007	996	985	979	976	972	974	979	978	976	976
65 Gallon Weekly	3127	3138	3140	3143	3171	3196	3198	3203	3209	3212	3218	3227	3,227
95 Gallon Weekly	4104	4076	4070	4060	4034	4016	4013	3990	3980	3976	3970	3965	3,965
2/32 Gallon Weekly	4	4	4	2	8	8	8	8	8	8	8	8	8
2/65 Gallon Weekly	4	4	4	4	6	8	8	8	8	8	8	8	8
2/95 Gallon Weekly	122	126	128	134	130	132	134	136	148	136	136	138	138
3/95 Gallon Weekly	36	36	36	36	36	36	36	36	36	36	36	36	36
4/95 Gallon Weekly	32	32	28	28	28	28	28	28	28	28	28	28	28
5/95 Gallon Weekly	10	15	5	5	5	5	5	5	5	5	5	5	5
Trash carts in use	8985	8975	8955	8942	8929	8932	8931	8906	8914	8905	8908	8913	8,913
<b>Trash Cart Inventory</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Year End</b>
20 Gallon	147	123	123	122	124	123	115	116	124	124	120	133	133
32 Gallon	462	474	443	456	511	505	489	454	471	461	442	439	439
65 Gallon	389	326	241	264	250	213	221	317	205	277	259	261	261
95 Gallon	297	285	263	190	261	240	225	235	251	229	228	226	226
<b>Trash Carts to be Purchased</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Year End</b>
Size	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Trash Cart Parts to be Purchased</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Year End</b>
Trash Cart Warranty Issues	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Trash Cart Activity</b>	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sept</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Year End</b>
Volume switches	41	0	0	0	0	36	0	0	0	0	25	0	0
Replacement/Repair	45	32	29	24	27	27	13	17	23	12	14	5	268
Removal	65	3	28	43	40	25	38	34	25	24	16	30	371
Delivery	20	14	18	26	42	34	28	40	38	26	28	27	341
Remove yardwaste	20	7	12	30	35	39	35	46	27	37	24	38	350
Add yardwaste			33	5	2	0	1	7	1	1	4	2	56
Total Activity	150	56	132	153	239	162	130	153	117	101	86	103	1582

Disposal Information in Tons	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Annual Total
MSW (trash) collected	619.10	493.80	540.26	678.63	549.88	787.32	909.41	742.19	695.34	709.81	637.94	643.50	8007.18
Yard waste collected	0	0	0	8.68	95.93	115.97	74.87	52.19	55.67	91.91	105.66	0	600.88
Bulk items collected	1.23	1.48	2.47	1.46	2.01	0.6	4.26	3.75	1.89	2.35	4.8	2.5	28.80
City Clean Up Bulk Items										25.4			25.40
Tipping Fee per ton RRT Newport	\$ 56.00	\$ 56.00	\$ 56.00	\$ 56.12	\$ 56.12	\$ 56.12	\$ 56.12	\$ 56.10	\$ 56.00	\$ 56.00	\$ 56.00	\$ 56.00	

Delinquent Accounts	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec
Total Accounts Past Due	1,339	895	1,655	1,964	1,237	2,694	1,252	2,050	1,193	765	1,304	869
30 days past due	\$965.75	\$23.52	\$12,667.86	\$47,797.87	\$1,256.69	\$54,571.81	\$2,606.95	\$55,717.50	\$1,871.45	\$945.60	\$3,384.50	\$1,102.27
60 days past due	\$42,220.47	\$468.54	\$35,372.73	\$0.00	\$28,785.31	\$740.45	\$29,430.00	\$903.38	\$28,458.57	\$18,779.19	\$29,208.90	\$20,055.05
90 days past due	\$620.62	\$26,896.23	\$76.43	\$25,187.68	\$20,863.15	\$19,239.31	\$373.35	\$14,598.61	\$672.35	\$576.51	\$665.19	\$509.61
120 days past due	\$21,074.30	\$580.05	\$21,269.45	\$16,376.21	\$205.05	\$1,012.37	\$13,908.00	\$243.16	\$11,617.04	\$9,827.71	\$14,893.90	\$12,097.21
150 days past due	\$0.00	\$15,213.70	\$505.80	\$389.85	\$787.42	\$13,512.26	\$11,691.00	\$9,789.74	\$133.77	\$26,695.51	\$522.73	\$3,671.64
180 days past due			\$12,531.02	\$10,775.23	\$23,082.00	\$20,151.95	\$17,741.15	\$23,885.25	\$30,222.53	-	\$29,732.55	
Written off Accounts												
Written off Funds										206		
										\$31,725.28		

Type of Educational Call/Tag	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Annual Total
Bulk items out not scheduled	2	1	0	0	0	0	1	2	0	0	0	1	7
Cart Placement	2	3	2	2	1	3	0	3	0	1	2	1	20
Increase Service Level	1	0	0	0	0	0	0	2	0	0	0	0	3
Using Personal Can/Plastic Bags	4	1	0	0	0	0	0	0	3	0	0	0	8
Using old hauler can	1	0	0	0	0	0	0	0	1	0	0	0	2
Oversized item	0	0	0	0	0	1	2	0	0	1	2	0	6
Prohibited item in trash	0	0	0	0	0	0	0	0	0	0	1	0	1
Yardwaste in plastic bags	0	0	0	0	1	0	1	2	0	5	5	0	14
Yardwaste in trash cart	0	0	0	0	0	0	0	1	0	0	1	0	2
Yardwaste out but not on program	0	0	0	1	0	1	1	0	0	0	0	0	3
Clear snow	0	0	0	0	0	0	0	0	0	0	0	1	1
Set Out Time	2	1	0	0	0	1	0	0	0	0	0	0	4
Christmas Tree Issue	3	0	0	0	0	0	0	0	0	0	0	0	3
Locked lid	0	0	1	0	0	0	0	0	0	0	0	0	1
Trash in YW Cart	0	0	0	1	0	0	0	0	0	0	0	0	1
Total	15	6	3	4	2	6	5	10	4	7	11	3	76
Customer Complaints/Compliments	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Annual Total
# of monthly complaints/compliments	13	6	3	2	1	3	0	2	1	1	1	0	33

Type of Safety and Accidents	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Annual Total
# of monthly complaints/compliments	0	0	0	0	0	1	0	0	0	0	0	0	1

City Wide Clean Up Oct	Tons/QTY
Bulk Collections	25.4 Tons
Appliances/Electronics	118 Items
Homes Bulks serviced	215
Homes Appliance / Electronic serviced	94

Approximate lifts per route per day	Mon	Tue	Wed	Thu	Fri
511	371	0	40	0	0
512	1010	677	945	745	913
513	944	641	914	775	918

**MEMORANDUM**

**TO:** City Council  
**FROM:** Charles Ahl, City Manager  
**DATE:** April 7, 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 announcements 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. April 14 – No Work Session
2. April 14 – Groundbreaking ceremony for Maplewood Fire and Police South Station(4 p.m.)
3. April 17 – Employee Recognition Luncheon (11 a.m.)
4. April 19 – Spring Clean Up Event at Aldrich Arena (8 a.m. – 1 p.m.)
5. April 28 - EDA Meeting
6. April 28 - Roles of City Council in Emergency Management–
7. April 28 - MCC Strategy
8. April 28 – Commissioner Interviews
9. April 28 - Presentation of Retreat Report  
(This presentation will most likely be held during the City Council meeting.)
10. April 28 - Ramsey – Washington Metro Watershed District Presentation  
(This presentation will be held during the City Council meeting.)
11. May 12 - CAFR 2013 Auditor Presentation
12. May 26 - Cancel second meeting in May due to Memorial Day Conflict

**Budget Impact**

None

**Recommendation**

No action required

**Attachments**

None