

**CITY OF SHOREVIEW
AGENDA
REGULAR CITY COUNCIL MEETING
MAY 21, 2012
7:00 P.M.**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF AGENDA

PROCLAMATIONS AND RECOGNITIONS

CITIZENS COMMENTS - *Individuals may address the City Council about any item not included on the regular agenda. Specific procedures that are used for Citizens Comments are available on notecards located in the rack near the entrance to the Council Chambers. Speakers are requested to come to the podium, state their name and address for the clerk's record, and limit their remarks to three minutes. Generally, the City Council will not take official action on items discussed at this time, but may typically refer the matter to staff for a future report or direct that the matter be scheduled on an upcoming agenda.*

COUNCIL COMMENTS

CONSENT AGENDA - *These items are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember so requests, in which event the item will be removed from the Consent Agenda and placed elsewhere on the agenda.*

1. May 7, 2012 City Council Meeting Minutes
2. Monthly Reports
 - Administration
 - Community Development
 - Finance
 - Public Works
 - Park and Recreation
3. Verified Claims
4. Purchases

5. Establish Project, Order Preparation of Feasibility Study and Authorize Street Reconstruction Agreement with City of Roseville—County Road D Reconstruction, CP 13-01
6. Authorize Bid—2012 Street Seal Coat Project, CP 12-05
7. Approve Plans and Specifications and Order Taking of Bids—Weston Woods Booster Station, CP 12-02
8. Extend Review Period for Lakeview Terrace/Tycon Co.—3588 Owasso Street
9. Acceptance of Gifts—Shoreview Historical Society
10. Approval of Ordinance Amending Peddler Permit Regulations

PUBLIC HEARING

GENERAL BUSINESS

11. Accept Bid and Award Contract—Floral Drive/Demar Avenue/County Road F/Richmond Avenue, CP 12-01
12. Establish Project and Order Preparation of Feasibility Report—Red Fox Road Reconstruction, CP 12-04
13. Approval of Liquor License Renewals

STAFF AND CONSULTANT REPORTS AND RECOMMENDATIONS

SPECIAL ORDER OF BUSINESS

ADJOURNMENT

**CITY OF SHOREVIEW
MINUTES
REGULAR CITY COUNCIL MEETING
May 7, 2012**

CALL TO ORDER

Mayor Martin called the regular meeting of the Shoreview City Council to order at 7:00 p.m. on May 7, 2012.

PLEDGE OF ALLEGIANCE

The meeting opened with the Pledge of Allegiance.

ROLL CALL

The following members were present: Mayor Martin; Councilmembers Huffman, Quigley, Wickstrom and Withhart.

APPROVAL OF AGENDA

Approval of the Midland Terrace/Lakeview PUD development will be considered at the May 21, 2012 Council meeting. New notices will be published and sent.

Mayor Martin requested a brief discussion of the schedule of Council meetings for June and July, 2012, during the *Special Order of Business* portion of the meeting.

MOTION: by Councilmember Wickstrom, seconded by Councilmember Quigley to approve the May 7, 2012 agenda as amended.

VOTE: Ayes - 5 Nays - 0

PROCLAMATIONS AND RECOGNITIONS

Jacci Krebsbach, Shoreview Historical Society, gratefully acknowledged to the City Council the complete restoration of the Guerin Gas Station. She presented a check in the amount of \$8,015. She noted that \$3015 of the amount was received from the Shoreview Community Foundation. She thanked the Council and staff for all of the support received. The Guerin Gas Station has been located next to the Lepak/Larson home.

Councilmember Withhart asked if pumps and other accessories will be added. Ms. Krebsbach stated that the plan is to make it as accurate as possible to how it looked when it was used. Mr. Schwerm stated that Texaco signs have been purchased. Pumps from that era can be as costly as the restoration, but there are replicas that can

be purchased for approximately \$2500 per pump. Also signage on the history of the station is being planned.

Mayor Martin expressed her appreciation to Jacci Krebsbach and the Historical Society for their commitment to this project and bringing to Shoreview residents a glimpse of Shoreview's past. Mr. Schwerm added his grateful appreciation to City Planner Kathleen Nordine for her excellent work with the Shoreview Historical Society on this project.

CITIZEN COMMENTS

There were none.

COUNCIL COMMENTS

Mayor Martin:

The Community Center has a membership special deal in effect at this time--30 days for \$30. The \$30/month provides full access to the Community Center.

Mayor Martin noted that there is tremendous traffic congestion in southern Shoreview during the peak traffic hours throughout Shoreview due to the I-694 reconstruction project between TH/10 and Victoria Street. The State is also widening the Lexington Avenue bridge over I-694 which has resulted in even worse conditions. The Lexington bridge project should be complete by the end of June.

Councilmember Wickstrom:

The Tour de Trails during the *Slice of Shoreview* has been moved to Sunday instead of Saturday in order to avoid conflict with the parade.

Applications for the Green Community Award are now being accepted. The application deadline is May 25, 2012. This award is to recognize properties using Best Management Practices for water quality, which includes anything from rain gardens to landscaping techniques that improve water quality. Winners will be selected in June, and information about the winners presented at the *Slice of Shoreview*.

Councilmember Withhart:

The Grass Lake open space area south of Gramsie Road is being restored as prairie by Ramsey County.

Councilmember Huffman:

Cleanup Day in Shoreview is Saturday, May 19, 2012 from 8 am to 3 pm. Drop off will be at the County Public Works site in Arden Hills. Items not picked up by trash haulers will be accepted.

Noted the grant being awarded to the City from the DNR for Emerald Ash Borer treatment.

On June 2, 2012, there will be a picnic celebrating all veterans and will include a band concert. Mayor Martin recently attended a Welcome Home Warrior event for the 407th battalion returning from Afghanistan, of which one member is a Shoreview soldier.

Councilmember Wickstrom added that the Ramsey County Suburban Beyond the Yellow Ribbon Organization will be recognized as an official Beyond the Yellow Ribbon organization on May 17, 2012, at the Saints game.

CONSENT AGENDA

Item No. 8, Approval of the EAB Grant Agreement, was pulled for brief discussion. Mr. Schwerm stated that the City was awarded a grant from the DNR for a one-half mile radius from the infestation site, which is in the Shamrock Park area. The money will be available for three years and used for removal of public trees and reforestation.

The City has negotiated a favorable rate with a contractor that all Shoreview residents can use to treat trees on their property. Anyone interested can call Environmental Officer Jessica Schaum at City Hall.

MOTION: by Councilmember Quigley, seconded by Councilmember Huffman to approve the Consent Agenda for May 7, 2012, and all relevant resolutions for all item Nos. 1 through 11:

1. April 9, 2012 City Council Workshop Meeting Minutes
2. April 16, 2012 City Council Meeting Minutes
3. Receipt of Committee/Commission Minutes:
 - Bikeways and Trails Committee, February 2, 2012
 - Economic Development Commission, February 21, 2012
 - Bikeways and Trails Committee, March 1, 2012
 - Environmental Quality Committee, March 26, 2012
 - Planning Commission, March 27, 2012
 - Human Rights Commission, March 28, 2012
 - Environmental Quality Committee, April 23, 2012
 - Bikeways and Trails Committee, April 5, 2012
4. Verified Claims in the Amount of \$807,467.18
5. Purchases
6. License Applications

7. Approval of 2012 Supplemental Water Patrol Contract-Ramsey County Sheriff
8. Approval of EAB Grant Agreement
9. Approve Recommendation to Join the Regional Indicators Initiative
10. Award of Quote - Waterslide Refurbishment
11. Award of Quote - Refurbish Banquet Chairs

VOTE: Ayes - 5 Nays - 0

PUBLIC HEARINGS

There were none.

GENERAL BUSINESS

APPROVAL OF ORDINANCE AMENDING TOBACCO REGULATIONS

Presentation by Assistant to City Manager Tessia Melvin

On September 7, 2010, the City Council approved tobacco regulation amendments to comply with the Tobacco Modernization Act, which included:

- Updating the definition of tobacco products
- Prohibiting the sale of unapproved nicotine devices to minors
- Requiring a license for sale of pipe and rolling paper
- Prohibiting selling of all tobacco products in open displays.

These amendments did not include addressing the issue of sampling that is currently an exception to the Minnesota Clean Indoor Air Act. On April 6, 2012, the City Council discussed regulations pertaining to the Minnesota Clean Indoor Air Act with regard to sampling of tobacco. The discussion resulted in staff being directed to draft amendments to the Tobacco Ordinance to remove exemptions for sampling and strengthen the City's definitions of tobacco products.

On April 23, 2012, staff hosted a meeting with licensed tobacco providers regarding proposed amendments to the City's ordinance. One person attended, David Beahrs, who expressed concern about a potential self-serve ban in tobacco shops and about the potential "tobacco sampling" ban. In regard to sampling, he indicated to staff that he has taken measures to see that smoke does not affect other shops or tenants.

In 2007, Minnesota adopted the Freedom to Breathe Act to provide protection from second-hand smoke and allow local governments to adopt and enforce more stringent regulations. The City now proposes to prohibit sampling in all retail establishments including tobacco shops and would also prohibit hookah bars from entering the City. Staff is recommending adoption of Ordinance 892.

Mayor Martin opened this matter to public discussion.

Mr. John Leeper, 4024 Virginia Avenue, Shoreview, stated that he and his wife own Marianne's Kitchen. The building was advertised as No Smoking. It has been shown that secondary smoke inhalation is very unhealthy. About two or three months after opening, the tobacco shop opened, and sampling in this shop has been a problem from day one.

The smoke ventilates to the back of the building but blows around the building to come in the restaurant doors and even through the walls. People congregate in the tobacco shop and smoke and play cards. Customers have complained, and he worries for them and all who work there. He supports the ordinance and believes this is good protection for Shoreview.

The owner of Top Shelf Sports, a tenant on the upper level of the mall, states that he cannot leave his doors open for fresh air because of the smoke. While not opposed to a tobacco shop in the mall, he does not believe people should be allowed to smoke in the shop. Others in the mall are also impacted. He encouraged the Council to adopt the proposed ordinance.

Councilmember Huffman asked if the owner of the tobacco shop has been contacted. Mr. Leeper stated that he has talked to him. The owner states that putting up with smoke should be intolerable. Tenants will move ahead to address the issue with the owner of the building, if this ordinance is not adopted.

Mayor Martin noted a letter from Centennial Jeweler also indicating that their business is negatively impacted by smoke.

Mr. David Beahrs, Vadnais Heights, owner of J.R. Fielding Company (the subject tobacco shop), stated that he has invited anyone in the building to contact him when there is a smell of smoke. He was unaware of the letter from Centennial Jeweler. Anyone can contact him so it can be determined how the smoke is traveling. He has foamed his walls between units and brought in an air exchanger that creates negative pressure and makes it physically impossible for any smoke to escape. The ventilation system is not shared. The ventilation system for the tobacco shop is free-standing only for his shop.

He does not sell cigarettes or any hookah bar product. He is in compliance with the Minneapolis ordinance regarding sampling. He is unable to account for smoking odor. There are many products that produce odors that may be mistaken for smoke. He has specifically sent out people to see if smoke can be detected in other parts of the building, and the result has always been negative.

Councilmember Wickstrom asked where the ventilation flows. **Mr. Beahrs** answered that it is directed outside in the back. Councilmember Wickstrom stated that she can understand that the smoke can re-enter the building from the outside. **Mr. Beahrs** stated that he is prepared to ventilate the smoke into a pipe outside that would run 15

feet, but Councilmember Wickstrom countered that 15 feet would not be enough. **Mr. Beahrs** stated that OSHA is the authority on permissible levels. The smoke from his store is 15 times below the established OSHA level.

Councilmember Huffman stated that he sees two issues, one issue of smoke permeating through the walls and a second issue of smoke re-entering the building once ventilated outside. He noted that the ordinance would allow sampling outside. If the smoke is coming in from outside, the ordinance is not addressing that issue. **Mr. Schwerm** agreed and stated that it is questionable whether smoke can actually be completely taken out of a building.

Mayor Martin stated that regardless of where the smoke is coming from, the source is the tobacco shop.

Mr. Leeper agreed that the smoke is ventilated out the back of the building about six feet high. His restaurant has an outdoor seating area on the east side of the building where the smoke is blown. A nonsmoker 50 or 60 feet away will smell the smoke.

Mr. Brook Krieger stated that he owns a store directly above the tobacco shop. Any problem he has was discussed with **Mr. Beahrs** who has been very responsive to take care of the issue. He has no issues and does not believe there is a problem with the ventilation that has been provided.

Ms. Debbie Grasley, 4705 Lorinda Drive, stated that she works for Stephens Art and Frame in the basement of this building. She smells smoke every day, and it is bad by 2:00 in the afternoon. She goes home everyday with a headache. If she were to talk to **Mr. Beahrs** about the issue, it would be every day.

Ms. Katie Engman, Ramsey Tobacco Coalition and the North Suburban Compliance Project, stated that other cities have prohibited sampling to insure that everyone is able to experience clean indoor air. The intent of the law was to allow sampling of a product to buy and take home. The purpose of a tobacco shop under state law is to purchase and smoke elsewhere. It is known that second-hand smoke is harmful and that ventilation does not work. Smoke travels into every crevice possible, which is what she believes the tenants in this building are experiencing.

Councilmember Wickstrom stated that her definition of a sample is a product not paid for. She asked how a sample can be fully smoked and purchased. **Ms. Engman** stated that the intent of the law is to be able to sample with intent to purchase. The state law does not fully define sampling, and that is being taken advantage of in some instances.

Councilmember Withhart expressed concern for other buildings that could experience this same problem. He would like to see the Council take action on this matter at this meeting.

Mr. Beahrs stated that it is not his intent to cause anyone headaches. He has done tests when smoking has been suspended for several days, and yet others say they smell smoke. If someone is having headaches, he would like to know about it so he can address the issue.

Councilmember Quigley stated that smoke shops are a collegial, social environment. There may be no dangerous level, but no ventilation system can remove all of the smoke. It is a legal product that brings a great deal of revenue. The only way to address the issue is to prohibit sampling. The only way sampling would work would be a free-standing building, which is not possible. There is not a clear answer to this situation. People eating who smell smoke get upset and makes for a difficult issue.

Mayor Martin stated that she would not support a stand-alone provision, which would then allow hookah bars.

Councilmember Withhart stated that the effect this shop is having is negative, and he believes under the City's charge for health, safety and well being, the Council must take this action.

MOTION: by Councilmember Withhart, seconded by Councilmember Wickstrom to adopt Ordinance No. 892 revising the City tobacco regulations and authorizing the publication of an ordinance summary.

Discussion:

Mayor Martin stated that Shoreview treasures and values health. It was the one of the first in the state to prevent tobacco sales to minors and prevent smoking on trails and in parks. If smoke bothers others, it is a problem.

Councilmember Quigley asked when the ordinance would be in effect. He expressed concern that tobacco is a legal product; the business is properly licensed and sampling allowed by the legislature. He would like to know how much time Mr. Beahrs would have to change his business. Mr. Schwerm stated that it would be in effect the day following publication, but that could be modified on approval of the Council.

ROLL CALL: Ayes: Huffman, Quigley, Wickstrom, Withhart, Martin
Nays: None

CONDITIONAL USE PERMIT - AUTOMOTIVE VENTURES GROUP, INC.
3854 LEXINGTON AVENUE

Presentation by City Planner Kathleen Nordine

The application is for the restriction of auto sales to be removed from this site for the reason that Automotive Ventures has experienced an increase of customers bringing cars in for repairs that they cannot pay. Customers are then glad to forfeit the car to the

station to be resold. The request is to be able to offer for sale not more than five vehicles at any one time. The average sold to date is approximately two per month. The cars offered for sale would be located in the existing parking lot adjacent to Lexington and I-694.

The property is zoned C-2, which allows auto sales as a conditional use. Any violation to the conditions of a conditional use permit can be the basis for revocation. The site has adequate parking to designate five stalls for auto sales. Staff believes that the limitation of number of vehicles for sale and the designated parking would mitigate the already intensive use of this site with car wash and fuel station. Also, the limited number of vehicles for sale would not impact traffic. Third-party sales would be prohibited. No additional signage, with the exception of vehicle window signs, would be permitted. The proposed use is consistent with the Comprehensive Plan being zoned commercial, as are adjacent properties. No additional improvements are required.

At the April 24, 2012 Planning Commission meeting, this application was recommended for approval on a 6 to 1 vote. Commissioners felt that the attached conditions to the conditional use permit and the limited nature of auto sales allowed would address most concerns. The Commission did discuss whether the ordinance should be amended to establish standards for any such use in other C-2 Commercial areas. There was also some concern about any negative impact to the new development investment on Red Fox Road.

Property owners within 350 feet were notified of the application, including properties located in Arden Hills. No comments were received. Staff is recommending approval with the conditions attached.

Councilmember Withhart stated that hard work has been done for upscale development in this area and he disagrees with staff's recommendation that this use would be compatible. Automotive sales have been occurring for a long time, which violates a previous negotiated use for that property. This use is not compatible with the upgrade of Target and the new development on Red Fox Road. While this station is a well run business, he believes forfeited cars can be sold somewhere else.

Mr. Mark McClain, Representative for Automotive Ventures Group, Inc., stated that they do not want to become a used car dealership. What they do want to do is include occasional sales in their business model. Sales will not be a detriment to the City. This application is a result of previous sales to make sure it is done in the right way. The first reason to make this request is that there are increasing customers with a costly repair that cannot be paid for. To be able to sell the car helps them recoup their losses. The second reason is for those with costly repairs on cars that have minimal worth. Owners cannot afford the repairs. If the station buys the car, it is a service to that owner who can put the money down on a newer, better car. The station can do the repair and resell the car.

It is important to find new ways to gain revenue. Costs are constantly going up and the business model needs to be continually modified. This will be a service to customers. There will be no searching out used cars to sell. Only two or three stalls will be used, but the reason for five stalls is to comply with state law to get a Minnesota license. The license makes for a smoother sales transaction for title, taxes and compliance with the No Lemon law. Traffic flow is important and addressed with the designated parking stalls. He does not see how there would be a negative impact to new businesses coming in.

Mayor Martin stated she is not so concerned about the Exxon Station but the impact to other C-2 zoned areas and establishing a precedent that would not work in other areas. The City has previously spent taxpayer dollars to acquire properties where service stations had become used car dealerships.

Steve Solomonson, Planning Commission Chair, stated that car sales are allowed in the C-2 District with a conditional use permit. The City Attorney's advice was that if this is not a desired land use, then the application should be put on hold and amendment of the ordinance considered. His no vote meant that he would prefer to revisit the code on this matter.

Councilmember Withhart stated that the one criteria he believes is not met is that this use is not compatible with any of the other businesses in the area.

Councilmember Huffman stated that he is pleased to see only five stalls allotted to this use and would hardly be noticed. Even though upscale development is occurring, the gas station is present and this use is not inconsistent. He appreciates the conditions attached that allow revocation with any violations.

Mr. McClain stated that while five stalls would be designated for car sales, he would be comfortable limiting the number of cars available for sale to two or three.

Mr. Jay Scott, Rogers, stated that he is one of the managers at the Exxon station. The most number of cars that have been offered for sale has been two.

Councilmember Quigley stated that every gas station has car sales as part of the business. He believes the way staff has limited sales buffers any expansion of this type of use.

Mayor Martin asked how the City addresses any precedent this would set. Ms. Nordine stated that this type of use is allowed in C2 as a conditional use. The general standards for a conditional use are compatibility and consistency with the Comprehensive Plan. Additional standards can be adopted but have not at this time, such as setbacks and signage.

Councilmember Withhart noted the 11 conditions to achieve a comfort level on the part of the Planning Commission to recommend approval. He does not have comfort in

looking at past history that the restrictions will be honored. The conditional use permit stays with the property forever and is not compatible with current development.

Councilmember Wickstrom stated that she would prefer to look at this issue citywide before allowing this at one location. She would like to see only two cars permitted for sale at a time.

MOTION: by Councilmember Quigley, seconded by Councilmember Huffman to adopt Resolution #12-33 approving the Conditional Use Permit for Automotive Ventures, Inc./Karen Properties, LLC allowing automobile sales on the property at 3854 Lexington Avenue. Resolution #12-33 consolidates the previous conditional use permits issued for this property. Said approval is subject to the following conditions:

- 1) This amendment permits automobile sales on the property provided the maximum number of vehicles for sale at any one time does not exceed 5.
- 2) Condition No. 4 in Conditional Use Permit 971-83-22 which states “no vehicles may be offered for sale on the property” is rescinded.
- 3) Condition No. 4 in Conditional Use Permit 99-18 is hereby modified as follows. The parking area shall be used for employee parking, the parking of customer vehicles currently being serviced and vehicle sales as conditioned with this permit. Exterior storage is not permitted on this property. All vehicles shall be licensed and operable. No vehicles, with the exception of those for sale, shall be stored on the site for more than 30 consecutive days.
- 4) Automobile vehicles for sale shall be limited to passenger vehicles only. The sale of commercial vehicles is prohibited.
- 5) Automobile vehicles for sale shall be displayed on the property in the parking areas as identified in the submitted site plan.
- 6) Additional signage advertising car sales is not permitted on the property, with the exception of window signage displayed in the vehicle being offered for sale. Said window signage shall not exceed 11” x 17” in area. The existing message center sign shall not be used to advertise vehicles for sale.
- 7) Third party sales are prohibited.
- 8) Vehicles offered for sale on this property shall include only those acquired by the service station operating on this property. These vehicles shall include only those forfeited or acquired from service station customers. Vehicles from other service stations, including those owned by the same operator, shall not be offered for sale on this property.
- 9) Records shall be made available at the City’s request documenting the acquisition and sale of vehicles. Said records shall include, but may not be limited to: reason for forfeiture, acquisition method, date of acquisition from the seller, and the date sold by the dealership,
- 10) The Permit holder must have a valid Minnesota motor vehicle license to sell cars on this property.
- 11) Permit holder shall reimburse the City for all costs incurred, including legal fees, in order to enforce the terms of this conditional use permit.

This approval is based on the following findings:

- 1) The use is in harmony with the general purposes and intent of the Development Ordinance.
- 2) The use is in harmony with the policies of the Comprehensive Guide Plan.
- 3) Certain conditions as detailed in the Development Ordinance exist.
- 4) The structure and/or land use conform to the Land Use Chapter of the Comprehensive Guide Plan and are compatible with the existing neighborhood.

Discussion:

Mayor Martin stated that she can support this application, but her concern remains regarding allowing this use on other sites.

City Attorney Filla stated that if there were another applicant tomorrow, the City would have 120 days to act on the request. How other sites are impacted will be a result of further City regulation regarding this use. Mr. Schwerm noted that the only other site that this use is currently allowed is across the street from the applicant. That property has a proposal for redevelopment and he anticipates that this use will no longer be relevant. Should another application be received, the City could adopt a moratorium until additional standards and limitations can be added to the ordinance.

Councilmember Withhart stated that the current business owner does a great job. However, this condition stays with the property forever, and compliance by future business owners is unknown.

Mayor Martin stated that the new normal is that times are tougher with cities needing to be more flexible. She believes there are enough conditions to limit this use, and this is a good location with enough space.

Councilmember Wickstrom suggested that for the future, the ordinance be changed to allow this use as a license and not under a Conditional Use Permit.

MOTION FOR AMENDMENT: by Councilmember Wickstrom, seconded by Councilmember Withhart to condition No. 6, that "Said window signage shall not exceed 11" x 17" area, and limited to two cars at any one time."

Councilmember Quigley stated that he would not consider that a friendly amendment.

VOTE ON AMENDMENT: Ayes: Wickstrom, Withhart, Martin
Nays: Quigley, Huffman

The amendment was adopted.

VOTE ON AMENDED MOTION: Ayes: Huffman, Quigley, Wickstrom, Martin
Nays: Withhart

Councilmember Withhart stated that he supported the amendment because he believes it is reasonable but still believes the use should not be allowed.

APPROVAL OF ORDINANCE AMENDING COUNCIL SALARIES

City Manager Schwerm explained that the Council policy regarding Council salaries is to make an adjustment every two years at the cost of living adjustment that was approved for staff. If Mayor and Council salaries fall 10% below the average, the adjustment would be higher. If 10% higher than the average, the adjustment would be lower. The adjustment this past year was 1 percent for staff, which will go into effect for the Mayor and Councilmembers after the next election.

Mayor Martin noted this as a good policy standard without becoming a political issue.

MOTION: by Councilmember Huffman, seconded by Councilmember Withhart to approve Ordinance No. 893 amending Mayor and Councilmember salaries, effective January 1, 2013.

ROLL CALL: Ayes: Withhart, Huffman, Quigley, Wickstrom, Martin
Nays: None

SPECIAL ORDER OF BUSINESS

Meeting Schedule

Mayor Martin indicated that she would be unable to attend the June 11, 2012 City Council workshop meeting. It was the consensus of the Council to go forward with the workshop meeting and bring any items of contention to another shorter workshop with Mayor Martin.

The full Council was invited to attend the Economic Development Authority meeting on May 14, 2012, at 5:30 p.m.

Mayor Martin asked Councilmembers to check calendars for availability for the July 2nd Council meeting.

ADJOURNMENT

MOTION: by Councilmember Huffman, seconded by Councilmember Withhart to adjourn the meeting at 9:10 p.m.

VOTE: Ayes - 5 Nays - 0

Mayor Martin declared the meeting adjourned.

THESE MINUTES APPROVED BY COUNCIL ON THE ___ DAY OF _____
2012.

Terry C. Schwerm
City Manager

Memorandum

To: Mayor and City Council Members
City Manager

From: Tom Simonson
Assistant City Manager and Community Development Director

Date: May 17, 2012

Re: Monthly Report
- Administration Department
- Community Development Department

Development Project Updates

Red Fox Road/Stonehenge Retail. Construction work continues on the phase one retail center project along Red Fox Road near Lexington Avenue just north of the Super Target. The contractor has completed major grading of the 6-acre site and work on utilities and footings. Structural work on the building is now underway.

The developer DPS-Shoreview, LLC (Stonehenge USA) anticipates the retail center to be completed by late summer. The project will include Chipotle, and Leeann Chin restaurants, a Sport Clips hair salon, Massage Retreat Spa, and possibly one other restaurant for the east end cap space. The developer is anticipating turning the building over to the tenants by the end of July so each retail establishment can complete leasehold improvements and store openings projected for early fall.

The developer also reports that they continue to make progress on signing a specialty market as the anchor for the phase two building pad just to the west of the retail center. However, the anchor has made a counter offer on the proposed lease rate and the developer is reviewing options to make the numbers work to secure the preferred store. The City has been asked to modify the existing financing agreement, in conjunction with matching participation from the current property owner, City and County Credit Union, in order to get closer to the target lease rate to complete a deal for the specialty store.

TCF Bank/Sinclair Redevelopment. The City has received a proposal to redevelop the Sinclair gas station property at the southeast corner of Lexington Avenue and Red Fox Road for a new TCF bank branch facility. The property owner has also applied for tax increment financing assistance to support the demolition and clean-up of the property. The City has expressed an interest in assisting financially to facilitate the redevelopment of the old gas/service station as it stands as an entry into a developing retail area. In exchange for financing assistance, the City has informed the property owner and prospective developer that we would be seeking an easement for a shared monument sign at the corner of Lexington Avenue and Red Fox Road to promote the retail services in the area (a request of the preferred anchor being sought for the Stonehenge project). The City is also planning improvements to Red Fox Road and will likely be

seeking as part of the public financing discussions additional right-of-way from the Sinclair site to accommodate turn lane and widening improvements at the intersection. City engineering staff is seeking Council authorization to proceed with a feasibility study for the Red Fox Road improvements with the goal of undertaking the road reconstruction later this year or next spring depending on the approval schedule and coordination with the businesses in the project area.

We have also discussed the potential use of the private Target drainage pond to incorporate storm water drainage from the Sinclair property as well as the City's road improvement project. These issues would all be part of the City's negotiations with the property owner and developer.

The Planning Commission will be considering the Planned Unit Development – Development Stage application for the TCF Bank proposal at their May 22nd meeting. In order for the redevelopment project to receive City tax increment financing approvals must be obtained by mid-June so site demolition work can commence by the July 1st deadline required by the temporary legislation allowing for this type of tax increment assistance.

Midland Plaza Redevelopment/Lakeview Terrace Apartments. The project proposes the redevelopment of the Midland Plaza strip center for the construction of a new upscale apartment building in the Midland Terrace Apartments complex area. The planned unit development stage application was formally presented at a public hearing before the Planning Commission on April 24 and received a positive recommendation for approval by the City Council. The developer had revised the site and building plans based on comments received during concept review, increasing building setback from Victoria Street and modifying the building design. The changes reduced the number of units from the originally proposed 120 apartments down to 104 apartments but the redesign maintained the six-story height.

The redevelopment project would also include the creation of a new tax increment financing district to serve as the primary funding source for the public improvements and other eligible development costs to benefit the project. The developer has submitted a formal application request to start the tax increment financing review process that will go on a concurrent track with the development review. The majority of the costs for the public infrastructure improvements will be reimbursed through the tax increment generated from the new apartment building, with additional financial support provided to the developer for eligible expenses once the public costs have been repaid. A tax increment development agreement has also been drafted but is not ready for consideration pending additional information and negotiations with the developer.

The project was scheduled to be considered by the City Council in May, but the developer has requested a delay to allow further time to review the site and building design and project financing to ensure the redevelopment is feasible and provide the highest level of quality sought by both the developer and City.

The developer and investors of the project are not comfortable moving ahead with the current plan due to a number of concerns including impacts caused by the redesign of the original concept plan based on City Council and Planning Commission feedback for increasing setbacks, the closer proximity to the lakeshore and loss of 16 units from the concept plan. The building site has also been impacted by the right-of-way needs for the Owasso Street realignment

making the site even more limiting, which in turn conflicts with the building density the developer believes is necessary for the feasibility of the project. Another issue that has further complicated the project is that the most recent financial analysis indicates there is now less future tax increment available to direct back into the project due to the increasing cost of the complex road project, fewer number of apartment units, and the preliminary market values being established by the Ramsey County.

City staff has had several recent meeting with the developer's team to review their concerns and explore options. With all of these issues, staff concurred with the applicant to delay the Council's consideration and allow them time to revise the development plan. The developer has indicated they will be reevaluating both the site and building plan and will be requesting the City explore options to provide more tax increment up front to assist the project. The developer recently submitted a project financial pro forma based on the revised plans to determine the financing gap. City staff held a policy discussion earlier this week with the EDA and Council and received additional direction on the City's willingness to consider providing additional financial resources to the redevelopment.

The delay in the financing and development approvals for the project has impacted the scheduled for the proposed road improvements. Assuming the development plans and financing issues can be resolved, the goal now is to have both the financing and development components completed by the end of this summer so the City can move forward with the Owasso Street realignment project at Victoria Street and County Road E, most likely during the spring of next year, and the developer could then begin project construction by next summer or early fall.

Shoreview Senior Living. Contractors for the developer of the Shoreview Senior Living housing are making good progress on the building construction for the mixed-care senior housing project. The building will total 105 units, with 30 independent care units, 43 assisted living units, and 32 memory care units. Framing work is well underway for the two and three story sections of the building. The project is expected to take a little over a year to complete with an opening of the senior housing facility in April 2013. Marketing of the facility has begun and the developer indicates there has been strong interest from the community and surrounding area.

Housing and Code Enforcement Activity

SHINE Program. Property owners within the selected SHINE inspection areas were mailed notices providing information on City property and housing maintenance regulations and informing them that inspections will be conducted the week of May 21st, after Spring Clean-Up Day.

The map to the right shows the neighborhoods that are included in the spring SHINE inspections, in the Gramsie Road area west of Victoria Street.



Rental Housing Licensing. To date a record 465 General Dwelling Unit (GDU) licenses and all 7 Multi-Family Dwelling Unit (MFU) licenses have been issued. New GDU license applications are expected throughout the year as properties are converted and owners apply for licenses.

The City has seen a significant rise in the number of licensed rental properties since the program was initiated in 2003; a 176% increase since the first year licenses were issued in 2004. The following table shows the increases in rental licenses over the years:

Year	2004	2005	2006	2007	2008	2009	2010	2011	2012
Number of Rental Licenses Issued	176	194	199	206	258	282	315	397	465

The 2012 inspections have commenced, with a total of about 250 GDU and 420 MFU units scheduled for inspection during this year. So far, 407 MFU inspections have been conducted and the remaining 13 are scheduled at a MFU complex next month. To date, 48 GDU inspections have been completed. Overall, staff has found that the MFU management firms have been very well prepared for our inspections and timely with required follow-up repairs. The GDU inspections are geographically scheduled by neighborhood, conducted every other week starting in mid-March.

Code Enforcement. There have been 27 new code enforcement cases opened this past month. The following table summarizes the code enforcement activity this past year and this year to date:

Year	Total Cases	Cases Open	Cases Closed
2011	200	17	183
2012	76	27	49

Miscellaneous

- Attached is the monthly report on building permit activity from the Building Official through, 2012. The City is far out-pacing last year’s valuation from the same time period almost doubling to approximately \$16.8 million in construction value. This increased level of activity is largely due to a couple of major commercial remodel projects including interior renovation of the Super Target and upgrades to the 1050 County Road F building by Land O’ Lakes. The summary also includes the issuance of the full building permit for Shoreview Senior Living at a value of \$7.5 million. There have also been a much higher number of home remodels/additions so far this year compared to the same time last year.
- Also attached are the monthly reports from the Housing Resource Center on the housing services provided to Shoreview residents. The City recently closed on our 11th loan through the Shoreview Home Energy Improvement loan program and has now issued nearly \$150,000 in loans for energy investment projects.
- The date of the *Shoreview Business Exchange* evening social has been scheduled for Thursday, June 14 from 5 to 7 p.m. at the Hilton Garden Inn. Invitations will be sent soon to the business community and the event will be promoted in the local papers.

- The Economic Development Commission has begun to review their recommended goals and actions to update the work plan. The EDC will also be updating their mission statement that has not been revised since the mid-1990s to better reflect their current work and how they link with the mission of the Economic Development Authority for business and economic development. The EDC has suggested a joint meeting of the EDA and EDC with the City Council when both groups have completed their preliminary work plans for the next few years.
- The City Planner reports that the May 22nd meeting of the Planning Commission will include the TCF Bank site and building plan, a review of a new pre-school playground at St. Odilia Church, and a comprehensive sign plan amendment for Target to change out their current signage. A workshop is also scheduled before the regular meeting to discuss possible text amendments on temporary sign regulations, residential setbacks, and automobile sales in commercial zoning districts. The Commission will also be reviewing their core values.
- As a requirement of the City's approval of two new digital billboards along the I-694 corridor, Clear Channel was required to conduct light emission testing. Recently, Clear Channel undertook the light study and submitted a report showing that the new signs are in compliance with the City's standards. Clear Channel expects to complete the architectural bases required by the City to be constructed around the billboard sign poles in the next few months.
- We are pleased to announce the hiring of Cheryl Anderson as our Communications Coordinator. The new position was approved in the budget and will work out of the Administration Department handling the primary responsibilities for the City's website, ShoreViews newsletter and other general communications. Ms. Anderson brings a wide-range of experience starting as a communications intern for the City of Edina, a number of years working in media relations/communications with Northwest Airlines (Delta), and most recently as a reporter and feature writer for local newspapers in Rosemount and Woodbury. She began her employment with the City this week.

**CITY OF SHOREVIEW
BUILDING INSPECTOR MONTHLY REPORT
COMPARISON OF YEAR 2012 WITH 2011**

	APRIL 2012		TO DATE 2012		APRIL 2011		TO DATE 2011	
	PERMITS	VALUATION	PERMITS	VALUATION	PERMITS	VALUATION	PERMITS	VALUATION
DWELLINGS	3	\$815,000	6	\$1,750,000	4	\$1,455,000		
TOWNHOMES			0	\$0	0	\$0		
ADDITIONS	2	\$34,000	23	\$537,925	5	\$47,500		\$89,500
GARAGES			0	\$0	0	\$0		\$0
MISCELLANEOUS	81	\$432,675	144	\$1,258,487	83	\$400,197	149	\$1,264,373
APARTMENTS			1	\$7,482,000	0	\$0	0	\$0
OFFICES			0	\$0	0	\$0	0	\$0
RETAIL			1	\$1,310,000	0	\$0	0	\$0
INDUSTRIAL/WAREHOUSE			0	\$0	0	\$0	0	\$0
PUBLIC BUILDINGS			0	\$0	0	\$0	0	\$0
COMMERCIAL ADDITIONS			0	\$0	0	\$0	0	\$0
COMMERCIAL ALTER	5	\$92,153	13	\$4,482,583	3	\$223,180	8	\$6,416,680
TOTAL	91	\$1,373,828	188	\$16,820,995	89	\$670,877	166	\$9,225,553

CC: CITY MANAGER
DIR. COMMUNITY DEV
MAYOR

TO: Terry Schwerm, City Manager
 FROM: Jeanne A. Haapala, Finance Director *JH*
 DATE: May 11, 2012
 RE: Monthly Finance Report

2012 TAX LEVIES

Ramsey County released final 2012 tax levies last month. The table below provides a two-year comparison for jurisdictions that levy taxes in Shoreview, sorted by the change in total levies (by combining the regular and market value based levies). Jurisdictions with the highest increase are at the top the table, and range from a levy increase of 28.4% for the Rice Creek Watershed District, to a .6% decrease for both Shoreview and Roseville Schools (combined levies).

Taxing Authority	Property Tax Levies			Market Value Based Levies			Change in Combined Tax Levies
	2011 Actual	2012 Proposed	Percent Change	2011 Actual	2012 Proposed	Percent Change	
Rice Creek Watershed	\$ 1,740,857	\$ 2,234,340	28.4%	\$ -	\$ -	-	28.4%
Shoreview HRA	60,000	70,000	16.7%	-	-	-	16.7%
Met Council	11,829,257	12,349,628	4.4%	-	-	-	4.4%
I.S.D. #621	22,287,315	23,183,302	4.0%	18,227,430	18,741,463	2.8%	3.5%
Mosquito Control	2,561,219	2,616,354	2.2%	-	-	-	2.2%
Ramsey County	\$267,120,252	\$271,794,856	1.8%	-	-	-	1.8%
Regional Rail Authority	19,938,811	19,938,811	0.0%	-	-	-	0.0%
I.S.D. #623	9,273,591	9,831,318	6.0%	12,241,563	11,551,000	-5.6%	-0.6%
Shoreview	9,345,734	9,290,086	-0.6%	-	-	-	-0.6%
Total Levies	\$ 344,157,036	\$ 351,308,695	2.1%	\$ 30,468,993	\$ 30,292,463	-0.6%	1.9%

The change in tax rates is shown in the table at right, also sorted from the highest change in the rate (for the Rice Creek Watershed) to the lowest change (for Shoreview).

Taxing Authority	Regular Tax Rates			Market Value Based Tax Rates		
	2011 Actual	2012 Proposed	Percent Change	2011 Actual	2012 Proposed	Percent Change
Rice Creek Watershed	1.618%	2.348%	45.1%			
Shoreview HRA	0.198%	0.254%	28.3%			
I.S.D. #623	14.566%	17.065%	17.2%	0.19715%	0.19591%	-0.6%
Met Council	2.313%	2.706%	17.0%			
I.S.D. #621	25.573%	29.044%	13.6%	0.19536%	0.21242%	8.7%
Mosquito Control	0.503%	0.571%	13.5%			
Ramsey County	54.678%	61.317%	12.1%			
Regional Rail Authority	3.921%	4.330%	10.4%			
Shoreview	30.671%	33.252%	8.4%			
Total Dist #621	119.475%	133.822%	12.0%	0.19536%	0.21242%	8.7%
Total Dist #623	108.468%	121.843%	12.3%	0.19715%	0.19591%	-0.6%

To show how levies are changing in other jurisdictions throughout the County, the table provided on the next page shows levies for all taxing jurisdictions. Tax levies highlighted in color represent jurisdictions that levy taxes in Shoreview.

2011 AUDIT

Staff is in process of drafting the comprehensive annual financial report in preparation for final review by the auditors. We anticipate presenting the completed report to the City Council at one of the June Council meetings.

MONTHLY REPORT

Attached is the monthly report for April of 2012.

The table below provides a summary of permit revenues to date in 2012, as compared to the same period in previous years (January through April).

	2008	2009	2010	2011	2012
Revenue Received					
Building permits	\$ 109,888	\$ 40,065	\$ 38,524	\$ 72,099	\$116,761
Plan check	18,803	9,664	8,175	28,824	56,904
Heating/electric/plumbing	25,790	18,169	20,209	27,790	64,065
Total Revenue	\$ 154,481	\$ 67,898	\$ 66,908	\$128,713	\$237,730
Percent of budget allowance	49.5%	22.0%	26.8%	53.4%	92.1%
Budget allowance:					
Building permits	\$ 180,000	\$ 185,000	\$ 150,000	\$149,000	\$150,000
Plan check	50,000	50,000	40,000	35,000	45,000
Heating/electric/plumbing	82,000	73,000	60,000	57,000	63,000
Total Budget	\$ 312,000	\$ 308,000	\$ 250,000	\$241,000	\$258,000

Taxing Authority	Property Tax Levies			Market Value Based Levies			Combined Percent Change
	2011 Actual	2012 Actual	Percent Change	2011 Actual	2012 Proposed	Percent Change	
Ramsey County	\$ 267,120,252	\$ 271,794,856	1.75%	-	-		1.75%
<u>City/Town</u>							
St. Anthony	\$ 1,351,425	\$ 1,467,845	8.61%	\$ -	\$ -		8.61%
St. Paul	94,609,221	99,320,758	4.98%	-	-		4.98%
Lauderdale	580,730	598,152	3.00%	-	-		3.00%
Town of White Bear	2,762,297	2,829,071	2.42%	70,000	75,000	7.14%	2.53%
Maplewood	16,785,754	17,167,353	2.27%	717,700	686,170	-4.39%	2.00%
North Oaks	1,191,312	1,213,459	1.86%	-	-		1.86%
Arden Hills	3,040,964	3,096,994	1.84%	-	-		1.84%
Roseville	13,878,044	14,137,294	1.87%	825,000	825,000	0.00%	1.76%
Mounds View	3,985,381	3,991,381	0.15%	196,000	190,000	-3.06%	0.00%
Little Canada	2,660,453	2,660,453	0.00%	-	-		0.00%
White Bear Lake	4,582,946	4,578,097	-0.11%	-	-		-0.11%
North St. Paul	2,908,884	2,902,453	-0.22%	476,403	475,786	-0.13%	-0.21%
Shoreview	9,345,734	9,290,086	-0.60%	-	-		-0.60%
Vadnais Heights	3,557,385	3,534,366	-0.65%	-	-		-0.65%
New Brighton	7,395,708	7,287,308	-1.47%	-	-		-1.47%
Falcon Heights	1,038,290	1,017,944	-1.96%	-	-		-1.96%
Gem Lake	320,234	273,472	-14.60%	-	-		-14.60%
Subtotal	\$ 169,994,762	\$ 175,366,486	3.16%	\$ 2,285,103	\$ 2,251,956	-1.45%	3.10%
<u>Schools</u>							
I.S.D. #625	\$ 84,635,854	\$ 89,686,469	6.0%	\$ 37,108,684	\$ 36,386,107	-2.0%	3.56%
I.S.D. #621	22,287,315	23,183,302	4.0%	18,227,430	18,741,463	2.8%	3.48%
I.S.D. #624	13,179,438	13,448,742	2.0%	13,836,177	13,715,168	-0.9%	0.55%
I.S.D. #623	9,273,591	9,831,318	6.0%	12,241,563	11,551,000	-5.6%	-0.62%
I.S.D. #282	1,384,533	1,344,417	-2.9%	1,061,485	962,171	-9.4%	-5.70%
I.S.D. #622	12,995,869	12,127,897	-6.7%	6,636,682	6,327,910	-4.7%	-5.99%
Subtotal	\$ 143,756,600	\$ 149,622,145	4.1%	\$ 89,112,021	\$ 87,683,819	-1.6%	1.91%
<u>Special Taxing Districts</u>							
Rice Creek Watershed	\$ 1,740,857	\$ 2,234,340	28.4%	NA	NA	NA	28.35%
Shoreview HRA	60,000	70,000	16.7%	NA	NA	NA	16.67%
Middle Miss. Watershed	20,101	21,718	8.0%	NA	NA	NA	8.04%
Capitol Region Watershed	2,338,080	2,493,474	6.7%	NA	NA	NA	6.65%
Met Council	11,829,257	12,349,628	4.4%	NA	NA	NA	4.40%
Metro Watershed	2,784,707	2,906,808	4.4%	NA	NA	NA	4.38%
St. Anthony HRA	31,136	31,817	2.2%	NA	NA	NA	2.19%
Mosquito Control	2,561,219	2,616,354	2.2%	NA	NA	NA	2.15%
Lake Diane Sewer	2,250	2,250	0.0%	NA	NA	NA	0.00%
Regional Rail Authority	19,938,811	19,938,811	0.0%	NA	NA	NA	0.00%
Roseville HRA	353,000	353,000	0.0%	NA	NA	NA	0.00%
St. Paul HRA	3,178,148	3,178,148	0.0%	NA	NA	NA	0.00%
St. Paul Port Authority	2,345,000	2,344,000	0.0%	NA	NA	NA	-0.04%
North St Paul HRA	234,453	230,615	-1.6%	NA	NA	NA	-1.64%
North Suburban Hospital	173,462	166,353	-4.1%	NA	NA	NA	-4.10%
Valley Branch Watershed	18,697	17,597	-5.9%	NA	NA	NA	-5.88%
Subtotal	\$ 47,609,178	\$ 48,954,913	2.8%				2.83%
Total Levies	\$ 628,480,792	\$ 645,738,400	2.8%	\$ 91,397,124	\$ 89,935,775	-1.6%	2.19%

General Fund
For Year 2012 Through The Month Of April

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Property Taxes	6,467,060		6,467,060		
Licenses & Permits	292,750	195,977	96,773	66.94	39.27
Intergovernmental	183,002	82,905	100,097	45.30	44.73
Charges for Services	1,164,450	161,172	1,003,278	13.84	9.55
Fines & Forfeits	62,000	12,180	49,820	19.65	15.68
Interest Earnings	45,000		45,000		
Miscellaneous	35,160	15,260	19,900	43.40	50.24
TOTAL REVENUES	8,249,422	467,494	7,781,928	5.67	3.93
EXPENDITURES					
General Government					
Administration	537,154	147,577	389,577	27.47	43.06
Communications	171,288	43,105	128,183	25.17	5.81
Council & commiss	140,231	72,548	67,683	51.73	9.24
Elections	34,453	58	34,395	.17	
Finance/accounting	541,508	161,810	379,698	29.88	25.79
Human Resources	248,382	64,350	184,032	25.91	
Information systems	312,594	114,101	198,493	36.50	33.85
Legal	100,000	16,153	83,847	16.15	11.70
Total General Government	2,085,610	619,703	1,465,907	29.71	24.55
Public Safety					
Emergency services	7,333	1,652	5,681	22.53	19.15
Fire	854,900	430,673	424,227	50.38	49.97
Police	1,858,994	529,539	1,329,455	28.49	26.92
Total Public Safety	2,721,227	961,864	1,759,363	35.35	33.98
Public Works					
Forestry/nursery	75,596	10,775	64,821	14.25	10.86
Pub Works Adm/Engin	433,056	118,116	314,940	27.27	6.47
Streets	769,973	177,093	592,880	23.00	7.21
Trail mgmt	121,384	17,045	104,339	14.04	15.44
Total Public Works	1,400,009	323,029	1,076,980	23.07	7.88
Parks and Recreation					
Municipal buildings	126,119	6,836	119,283	5.42	6.56
Park Maintenance	1,117,133	225,931	891,202	20.22	21.07
Park/Recreation Adm	345,201	99,039	246,162	28.69	30.89
Total Parks and Recreation	1,588,453	331,806	1,256,647	20.89	22.69
Community Develop					
Building Inspection	151,486	43,012	108,474	28.39	27.46
Planning/zoning adm	382,837	109,473	273,364	28.60	24.50
Total Community Develop	534,323	152,484	381,839	28.54	25.34

General Fund
For Year 2012 Through The Month Of April

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
TOTAL EXPENDITURES	8,329,622	2,388,887	5,940,735	28.68	24.39
OTHER					
Transfers In	481,000	37,000	444,000	7.69	
Transfers Out	-400,800	-175,000	-225,800	43.66	41.43
TOTAL OTHER	80,200	-138,000	218,200	-172.07	-402.71
Net change in fund equity		-2,059,393	2,510,993		
Fund equity, beginning		3,976,412			
Fund equity, ending		1,917,019			
Less invested in capital assets					
Net available fund equity		1,917,019			

Recycling
For Year 2012 Through The Month Of April

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Intergovernmental	69,000		69,000		44.37
Charges for Services	451,300	84	451,216	.02	.06
TOTAL REVENUES	520,300	84	520,216	.02	5.80
EXPENDITURES					
Public Works					
Recycling	489,474	91,843	397,631	18.76	19.13
Total Public Works	489,474	91,843	397,631	18.76	19.13
TOTAL EXPENDITURES	489,474	91,843	397,631	18.76	19.13
Net change in fund equity	30,826	-91,759	122,585		
Fund equity, beginning		114,960			
Fund equity, ending		23,201			
Less invested in capital assets					
Net available fund equity		23,201			

STD Self Insurance
For Year 2012 Through The Month Of April

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Charges for Services	7,500	2,516	4,984	33.55	33.07
Interest Earnings	600		600		
TOTAL REVENUES	8,100	2,516	5,584	31.06	29.18
EXPENDITURES					
Miscellaneous					
Short-term Disab	8,000	1,683	6,317	21.04	89.32
Total Miscellaneous	8,000	1,683	6,317	21.04	89.32
TOTAL EXPENDITURES	8,000	1,683	6,317	21.04	89.32
Net change in fund equity	100	833	-733		
Fund equity, beginning		41,503			
Fund equity, ending		42,336			
Less invested in capital assets					
Net available fund equity		42,336			

Community Center
For Year 2012 Through The Month Of April

	Budget	Actual	Variance	Percent YTD This Yr Last Yr	
REVENUES					
Charges for Services	2,269,985	775,809	1,494,176	34.18	36.23
Interest Earnings	8,000		8,000		
Miscellaneous		20	-20		
TOTAL REVENUES	2,277,985	775,829	1,502,156	34.06	36.02
EXPENDITURES					
Parks and Recreation					
Community center	2,445,989	733,074	1,712,915	29.97	28.65
Total Parks and Recreation	2,445,989	733,074	1,712,915	29.97	28.65
Capital Outlay					
Community center	12,930		12,930		
Total Capital Outlay	12,930		12,930		
TOTAL EXPENDITURES	2,458,919	733,074	1,725,845	29.81	28.65
OTHER					
Transfers In	300,000	100,000	200,000	33.33	
TOTAL OTHER	300,000	100,000	200,000	33.33	
Net change in fund equity	119,066	142,755	-23,689		
Fund equity, beginning		828,287			
Fund equity, ending		971,042			
Less invested in capital assets					
Net available fund equity		971,042			

Recreation Programs
For Year 2012 Through The Month Of April

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Charges for Services	1,277,740	390,595	887,145	30.57	31.03
Interest Earnings	4,600		4,600		
Miscellaneous		159	-159		
TOTAL REVENUES	1,282,340	390,754	891,586	30.47	30.90
EXPENDITURES					
Parks and Recreation					
Adult & youth sports	109,238	17,270	91,968	15.81	10.55
Aquatics	129,694	29,429	100,265	22.69	25.28
Community programs	99,102	27,115	71,987	27.36	.70
Drop-in Child Care	67,409	19,308	48,101	28.64	36.47
Fitness Programs	198,987	62,981	136,006	31.65	30.25
Park/Recreation Adm	331,258	93,148	238,110	28.12	28.00
Preschool Programs	73,656	25,335	48,321	34.40	34.49
Summer Discovery	167,245	2,839	164,406	1.70	.96
Youth/Teen	70,213	17,965	52,248	25.59	6.89
Total Parks and Recreation	1,246,802	295,390	951,412	23.69	19.80
TOTAL EXPENDITURES	1,246,802	295,390	951,412	23.69	19.80
OTHER					
Transfers In	65,000		65,000		
Transfers Out	-75,000	-25,000	-50,000	33.33	33.33
TOTAL OTHER	-10,000	-25,000	15,000	250.00	466.67
Net change in fund equity	25,538	70,364	55,174		
Fund equity, beginning		545,206			
Fund equity, ending		615,570			
Less invested in capital assets					
Net available fund equity		615,570			

Cable Television
For Year 2012 Through The Month Of April

	Budget	Actual	Variance	Percent YTD This Yr Last Yr	
REVENUES					
Charges for Services	280,000		280,000		
Interest Earnings	1,800		1,800		
Miscellaneous	1,200	400	800	33.33	20.00
TOTAL REVENUES	283,000	400	282,600	.14	.15
EXPENDITURES					
General Government					
Cable television	165,095	79,606	85,489	48.22	68.94
Total General Government	165,095	79,606	85,489	48.22	68.94
TOTAL EXPENDITURES	165,095	79,606	85,489	48.22	68.94
OTHER					
Transfers Out	-121,950	-37,000	-84,950	30.34	
TOTAL OTHER	-121,950	-37,000	-84,950	30.34	
Net change in fund equity	-4,045	-116,206	282,061		
Fund equity, beginning		215,665			
Fund equity, ending		99,459			
Less invested in capital assets					
Net available fund equity		99,459			

Econ Devel Auth/EDA
For Year 2012 Through The Month Of April

	Budget	Actual	Variance	Percent YTD This Yr Last Yr	
REVENUES					
Property Taxes	55,000		55,000		
TOTAL REVENUES	55,000		55,000		
EXPENDITURES					
Community Develop					
Econ Development-HRA	49,783	12,620	37,163	25.35	17.37
Total Community Develop	49,783	12,620	37,163	25.35	17.37
TOTAL EXPENDITURES	49,783	12,620	37,163	25.35	17.37
Net change in fund equity	5,217	-12,620	17,837		
Fund equity, beginning		185,524			
Fund equity, ending		172,904			
Less invested in capital assets					
Net available fund equity		172,904			

HRA Programs of EDA
For Year 2012 Through The Month Of April

	Budget	Actual	Variance	Percent YTD This Yr Last Yr	
REVENUES					
Property Taxes	70,000		70,000		
TOTAL REVENUES	70,000		70,000		
EXPENDITURES					
Community Develop Housing Programs-HRA	53,726	10,554	43,172	19.64	19.57
Total Community Develop	53,726	10,554	43,172	19.64	19.57
TOTAL EXPENDITURES	53,726	10,554	43,172	19.64	19.57
Net change in fund equity	16,274	-10,554	26,828		
Fund equity, beginning		35,700			
Fund equity, ending		25,146			
Less invested in capital assets					
Net available fund equity		25,146			

Liability Claims
For Year 2012 Through The Month Of April

	Budget	Actual	Variance	Percent YTD This Yr Last Yr	
REVENUES					
Interest Earnings	2,200		2,200		
Miscellaneous	20,000	557	19,443	2.78	
TOTAL REVENUES	22,200	557	21,643	2.51	
EXPENDITURES					
Miscellaneous					
Insurance Claims	32,000	1,213	30,787	3.79	29.10
Total Miscellaneous	32,000	1,213	30,787	3.79	29.10
TOTAL EXPENDITURES	32,000	1,213	30,787	3.79	29.10
Net change in fund equity	-9,800	-656	-9,144		
Fund equity, beginning		192,054			
Fund equity, ending		191,398			
Less invested in capital assets					
Net available fund equity		191,398			

Slice SV Event
For Year 2012 Through The Month Of April

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Charges for Services	22,000	13,678	8,322	62.17	53.72
Miscellaneous	25,000	11,400	13,600	45.60	47.30
TOTAL REVENUES	47,000	25,078	21,922	53.36	50.21
EXPENDITURES					
General Government					
Slice of Shoreview	57,200	8,359	48,841	14.61	12.49
Total General Government	57,200	8,359	48,841	14.61	12.49
TOTAL EXPENDITURES	57,200	8,359	48,841	14.61	12.49
OTHER					
Transfers In	10,000		10,000		
TOTAL OTHER	10,000		10,000		
Net change in fund equity	-200	16,719	-16,919		
Fund equity, beginning		52,558			
Fund equity, ending		69,277			
Less invested in capital assets					
Net available fund equity		69,277			

Water Fund
For Year 2012 Through The Month Of April

	Budget	Actual	Variance	Percent YTD This Yr Last Yr	
REVENUES					
Intergovernmental	13,200	6,683	6,517	50.63	
Utility Charges	2,464,000	579,759	1,884,241	23.53	21.25
Late fees		10,571	-10,571		
Water meters	2,800	2,551	249	91.10	24.58
Other prop charges	2,000	3,483	-1,483	174.13	49.77
Interest Earnings	55,000	37	54,963	.07	
TOTAL REVENUES	2,537,000	603,084	1,933,916	23.77	21.18
EXPENDITURES					
Proprietary					
Water Operations	1,455,461	287,562	1,167,899	19.76	7.28
Total Proprietary	1,455,461	287,562	1,167,899	19.76	7.28
TOTAL EXPENDITURES	1,455,461	287,562	1,167,899	19.76	7.28
OTHER					
Depreciation	-630,000	-210,000	-420,000	33.33	33.33
Transfers Out	-240,000		-240,000		
GO Revenue Bonds	-184,287	-100,186	-84,101	54.36	47.41
TOTAL OTHER	-1,054,287	-310,186	-744,101	29.42	28.53
Net change in fund equity	27,252	5,337	1,510,118		
Fund equity, beginning		12,445,554			
Fund equity, ending		12,450,891			
Less invested in capital assets		9,427,325			
Net available fund equity		3,023,566			

Sewer Fund
For Year 2012 Through The Month Of April

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Intergovernmental	10,515	5,324	5,191	50.64	
Charges for Services	200	213	-13	106.43	33.45
Utility Charges	3,500,000	1,130,118	2,369,882	32.29	31.93
Late fees		19,919	-19,919		
Facility/area chgs	4,000	2,038	1,962	50.94	18.33
Other prop charges	2,500	3,900	-1,400	156.00	196.88
Interest Earnings	25,000	30	24,970	.12	
TOTAL REVENUES	3,542,215	1,161,542	2,380,673	32.79	32.22
EXPENDITURES					
Proprietary					
Sewer Operations	2,942,296	895,088	2,047,208	30.42	3.06
Total Proprietary	2,942,296	895,088	2,047,208	30.42	3.06
TOTAL EXPENDITURES	2,942,296	895,088	2,047,208	30.42	3.06
OTHER					
Depreciation	-300,000	-100,000	-200,000	33.33	33.33
Transfers Out	-188,000		-188,000		
GO Revenue Bonds	-72,843	-38,011	-34,832	52.18	37.60
TOTAL OTHER	-560,843	-138,011	-422,832	24.61	22.49
Net change in fund equity	39,076	128,444	756,297		
Fund equity, beginning		7,284,108			
Fund equity, ending		7,412,552			
Less invested in capital assets		4,725,848			
Net available fund equity		2,686,704			

Surface Water Mgmt
For Year 2012 Through The Month Of April

	Budget	Actual	Variance	Percent YTD This Yr Last Yr	
REVENUES					
Intergovernmental	3,815	1,932	1,883	50.63	
Utility Charges	1,056,000	343,661	712,339	32.54	32.49
Late fees		4,806	-4,806		
Lake Impr Dist chgs	48,462	8,101	40,361	16.72	32.16
Other prop charges	5,000	2,490	2,510	49.80	32.60
Interest Earnings	24,000	11	23,989	.05	
TOTAL REVENUES	1,137,277	361,001	776,276	31.74	32.13
EXPENDITURES					
Proprietary					
Snail Lake Aug.	33,367	4,160	29,207	12.47	5.76
Surface Water Oper	726,866	93,470	633,396	12.86	20.28
Total Proprietary	760,233	97,629	662,604	12.84	19.59
TOTAL EXPENDITURES	760,233	97,629	662,604	12.84	19.59
OTHER					
Contributed Assets		20,231	-20,231		
Depreciation	-218,000	-72,664	-145,336	33.33	33.33
Transfers Out	-107,000		-107,000		
GO Revenue Bonds	-85,602	-45,382	-40,220	53.01	47.40
TOTAL OTHER	-410,602	-97,815	-312,787	23.82	28.43
Net change in fund equity	-33,558	165,557	385,998		
Fund equity, beginning		7,384,772			
Fund equity, ending		7,550,329			
Less invested in capital assets		6,135,855			
Net available fund equity		1,414,474			

Street Light Utility
For Year 2012 Through The Month Of April

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Utility Charges	456,000	148,572	307,428	32.58	32.71
Late fees		2,016	-2,016		
Interest Earnings	2,500		2,500		
Miscellaneous	500		500		
TOTAL REVENUES	459,000	150,588	308,412	32.81	32.87
EXPENDITURES					
Proprietary					
Street lighting	251,740	50,772	200,968	20.17	22.87
Total Proprietary	251,740	50,772	200,968	20.17	22.87
Capital Outlay					
Capital Projects		447	-447		
Total Capital Outlay		447	-447		
TOTAL EXPENDITURES	251,740	51,218	200,522	20.35	22.87
OTHER					
Depreciation	-40,000	-13,332	-26,668	33.33	33.33
Transfers Out	-15,600		-15,600		
TOTAL OTHER	-55,600	-13,332	-42,268	23.98	26.17
Net change in fund equity	151,660	86,038	150,158		
Fund equity, beginning		749,937			
Fund equity, ending		835,975			
Less invested in capital assets		432,561			
Net available fund equity		403,414			

Central Garage Fund
For Year 2012 Through The Month Of April

	Budget	Actual	Variance	Percent YTD This Yr Last Yr	
REVENUES					
Property Taxes	216,000		216,000		
Intergovernmental	120,715	43,371	77,344	35.93	
Cent Garage chgs	1,137,680	814	1,136,866	.07	.11
Interest Earnings	22,000	225	21,775	1.02	
TOTAL REVENUES	1,496,395	44,410	1,451,985	2.97	6.42
EXPENDITURES					
Proprietary					
Central Garage Oper	576,564	184,323	392,241	31.97	23.05
Total Proprietary	576,564	184,323	392,241	31.97	23.05
Miscellaneous					
Other Expenses	8,000		8,000		
Total Miscellaneous	8,000		8,000		
Capital Outlay					
Central Garage Oper		126,143	-126,143		
Total Capital Outlay		126,143	-126,143		
TOTAL EXPENDITURES	584,564	310,467	274,097	53.11	28.27
OTHER					
Sale of Asset	20,000		20,000		
Transfers In	180,600		180,600		
Depreciation	-673,000	-224,332	-448,668	33.33	33.33
GO CIP Bonds	-247,157	-124,341	-122,816	50.31	89.16
TOTAL OTHER	-719,557	-348,673	-370,884	48.46	63.88
Net change in fund equity	192,274	-614,730	1,949,972		
Fund equity, beginning		3,713,231			
Fund equity, ending		3,098,501			
Less invested in capital assets		3,228,575			
Net available fund equity		-130,074			

INVESTMENT SCHEDULE BY SECURITY TYPE
AS OF 04-30-12

Seq#	Institution	Type	Term	Purchased	Matures	Principal	Yield
<hr/>							
CERTIFICATE DEPOSIT							
<hr/>							
1,075	Morgan Stanley Smith Barney LLC	CD	1,097	07-22-09	07-23-12	150,000.00	2.445500
1,076	Morgan Stanley Smith Barney LLC	CD	1,097	07-22-09	07-23-12	150,000.00	2.395600
1,077	Morgan Stanley Smith Barney LLC	CD	1,097	07-22-09	07-23-12	245,000.00	2.395600
1,143	Morgan Stanley Smith Barney LLC	CD	549	02-24-12	08-26-13	121,000.00	.548000
1,146	Morgan Stanley Smith Barney LLC	CD	550	03-02-12	09-03-13	128,000.00	.550000
1,145	Morgan Stanley Smith Barney LLC	CD	730	02-29-12	02-28-14	249,000.00	.550000
1,147	Morgan Stanley Smith Barney LLC	CD	730	03-07-12	03-07-14	249,000.00	.500000
1,148	Morgan Stanley Smith Barney LLC	CD	731	03-09-12	03-10-14	249,000.00	.650000
1,150	Morgan Stanley Smith Barney LLC	CD	730	03-28-12	03-28-14	249,000.00	.650000
1,141	Morgan Stanley Smith Barney LLC	CD	1,097	02-08-12	02-09-15	150,000.00	.998200
1,140	Morgan Stanley Smith Barney LLC	CD	1,461	02-08-12	02-08-16	248,000.00	1.149200
1,142	Morgan Stanley Smith Barney LLC	CD	1,461	02-08-12	02-08-16	248,000.00	1.299100
Total Number Of Investments: 12						2,436,000.00	

FEDERAL HOME LN BK

1,133	Morgan Stanley Smith Barney LLC	FH	3,653	10-12-11	10-12-2021	600,000.00	2.997500
Total Number Of Investments: 1						600,000.00	

FEDERAL NATL MTG

1,067	Morgan Stanley Smith Barney LLC	FN	1,826	05-01-09	05-01-12	700,000.00	2.247900
1,098	Wells Fargo Brokerage Services	FN	1,826	08-10-10	08-10-15	500,000.00	1.998900
1,122	Wells Fargo Brokerage Services	FN	1,607	03-17-11	08-10-15	462,000.00	2.044200
1,144	Dain Rauscher Investment Services	FN	1,782	02-24-12	01-10-17	501,423.23	2.688300
1,102	Dain Rauscher Investment Services	FN	32,63	08-25-10	07-27-2020	611,358.07	3.474700
1,105	Dain Rauscher Investment Services	FN	5,465	10-13-10	09-29-2025	661,980.00	4.174300
1,123	Dain Rauscher Investment Services	FN	-31,0	06-30-11	06-30-2026	1,000,000.00	4.829800
1,124	Dain Rauscher Investment Services	FN	5,479	06-30-11	06-30-2026	219,000.00	4.829800
1,130	Dain Rauscher Investment Services	FN	5,479	09-30-11	09-30-2026	500,000.00	4.663300
1,131	Dain Rauscher Investment Services	FN	5,479	09-30-11	09-30-2026	180,000.00	4.663300
1,134	Dain Rauscher Investment Services	FN	5,479	10-27-11	10-27-2026	1,000,000.00	4.163600
1,135	Dain Rauscher Investment Services	FN	5,479	10-27-11	10-27-2026	600,000.00	4.796500
1,152	Dain Rauscher Investment Services	FN	5,478	04-12-12	04-12-2027	1,000,000.00	4.231000
1,066	Dain Rauscher Investment Services	FN	-29,8	04-20-09	06-15-2027	549,528.74	6.434800
1,151	Dain Rauscher Investment Services	FN	7,305	03-29-12	03-29-2032	500,000.00	4.746800

INVESTMENT SCHEDULE BY SECURITY TYPE
AS OF 04-30-12

Seq#	Institution	Type	Term	Purchased	Matures	Principal	Yield
Total Number Of Investments: 15						8,985,290.04	
<hr/>							
FED HM MORTG POOL							
<hr/>							
1,136	Morgan Stanley Smith Barney LLC	HP	3,653	11-09-11	05-09-12	600,000.00	2.506900
1,149	Morgan Stanley Smith Barney LLC	HP	3,197	03-22-12	12-22-2020	550,000.00	2.583100
1,127	Dain Rauscher Investment Services	HP	3,653	07-29-11	07-29-2021	500,000.00	3.996700
1,132	Morgan Stanley Smith Barney LLC	HP	3,653	09-30-11	09-30-2021	500,000.00	3.197400
1,137	Morgan Stanley Smith Barney LLC	HP	32,66	11-17-11	11-17-2021	550,000.00	3.197400
1,138	Dain Rauscher Investment Services	HP	3,653	12-15-11	12-15-2021	600,000.00	3.272300
1,139	Dain Rauscher Investment Services	HP	3,653	12-29-11	12-29-2021	600,000.00	3.247300
1,096	Dain Rauscher Investment Services	HP	-32,1	07-27-10	07-27-2022	500,000.00	4.496900
1,110	Dain Rauscher Investment Services	HP	4,247	12-10-10	07-27-2022	602,400.00	4.640900
Total Number Of Investments: 9						5,002,400.00	
Sub-Total Of Investments:						17,023,690.04	
4M Municipal Money Mkt Fund						1,900,085.59	
2011 COP Debt Service Reserve						25,533.45	
GMHC Savings Acct USBank						43,190.75	
4M Fund - Hockey Escrow						2,002.26	
Western Asset Govt MM Fund						1,331,168.84	
GRAND TOTAL OF CASH & INVESTMENTS:						20,325,670.93	

TO: MAYOR, CITY COUNCIL AND CITY MANAGER
FROM: MARK J. MALONEY, PUBLIC WORKS DIRECTOR
DATE: MAY 21, 2012
SUBJ: PUBLIC WORKS MONTHLY REPORT

ADMINISTRATIVE ACTIVITIES

The Public Works Department continues to be heavily involved in coordinating the proposed public infrastructure improvements driven by the Lakeview Terrace redevelopment near at the intersection of Victoria Street with County Road E/Owasso Street. At this time it appears that the developer/property owner has adjusted their schedule for seeking City Council approvals for their project and TIF plan; our public improvement project schedule is being modified to have a smaller portion of the work occur this construction season with more shifting into 2013. This effort continues on-going dialog and coordination with a number of impacted agencies/entities including the CP Rail, Ramsey County, MnDOT Office of State Aid, Moundsview School District, Xcel Energy, and Ramsey Washington Metro and Rice Creek Watershed Districts.

We have been spending considerable time analyzing and responding to traffic/congestion related questions and concerns from the community this month. MnDOT's work on I-694, including the Lexington Avenue Bridge widening, has significantly disrupted traffic patterns in the central part of Shoreview this month. The worst phase of the Lexington Avenue Bridge project is over in that both southbound lanes over I-694 are now restored; southbound traffic was backing up as far as Highway 96 in the morning and traffic was diverting to Victoria Street. We expect that situation to be improved, and the Lexington Avenue bridge improvements are scheduled to be complete by the end of June, 2012.

City staff recently hosted a meeting with the apartment and commercial property representatives in the Shoreview portion of the of the Lexington Avenue corridor between I-694 and County Road F. Ramsey County has submitted an application for grant funding thorough DEED for future improvements to reduce congestion in the area. The meeting was positive and well-attended. A MnDOT representative presented an overview of all of the major upcoming transportation improvements for the North Metro area which include the I-694/Snelling/Hwy 10 improvements as well as the widening of the Lexington Avenue Bridge. Ramsey County representatives went through the operational problems in the corridor, which are expected to worsen over time, especially given the changes in traffic patterns due to the Hamline Avenue modifications from the I-694 project. One element of the proposed improvements is restricting some vehicle turning movements at the Gramsie Road intersection with Lexington Avenue; specifically limiting westbound Gramsie Road to a northbound Lexington Avenue movement only given the congestion and rising accident history. The property representatives had opportunity to ask questions concerning the current projects underway, the timing and staging of the improvements, and possible directional signing to help with access to and from their properties as part of the proposed improvements.

Environmental Services –

Staff is inspecting many properties for Emerald Ash Borer with the recent publication in ShoreViews discussing possible management options. So far, no additional infestations have been found. Some residents are choosing to inject their ash and others are choosing to remove and replace with a different species. Many other neighboring cities are looking to Shoreview for how to handle EAB. The forestry program is also identifying other diseases such as Dutch elm disease and oak wilt now that the trees are fully leafed out.

Replanting trees from the Buffalo Lane road reconstruction will be completed soon. The Commons Pond/Pavilion area received a major cleaned up and mulching to showcase shoreline stabilization for visitors. The Parks Department will be installing a flat cement paver edge to match existing landscape borders and to allow water to overflow to the native plantings before reaching the pond. This effort was led by volunteers dedicated to eradicating buckthorn and improving water quality.

Staff has been participating in a National Science Foundation project called the Twin Cities Urban Sustainability Translational Research Workshops. This project engages University of Minnesota faculty, researchers, and Twin Cities practitioners in three half-day workshops to explore opportunities to better connect research and practice (“translation”) around urban environmental issues.

Staff also attended training for erosion control regulatory enforcement.

MAINTENANCE ACTIVITIES

All maintenance crews, including the DOC crews attended a work zone traffic control seminar that was put on by Mn DOT and held in the maintenance center training/lunch room. Kevin Chmielewski, Rick Garcia, Tim Paulno and Dan Curley attended a one day waste water pump operators training sponsored by the MPCA. Half of the Public works maintenance crews attended a sanitary sewer maintenance and pump operations school put on by the Minnesota Rural Water Association.

Utilities Maintenance –

Utility Crews inspect and maintain all the wells, the lift stations, the booster station and the towers each day. They are mowing and trimming and cleaning areas around each well, tower and the lift stations. They have been repairing hydrants from a list created while flushing and inspecting the water system this spring. Crews are exercising gate valves and making repairs as needed. Utility crews are also jetting/cleaning the segments of the sanitary sewer system.

As construction season ramps up, crews are inspecting underground utilities as projects progress. They are also locating and marking underground utilities in proposed excavation areas.

Street Maintenance –

Street crews are street sweeping and will continue throughout the summer as the weather permits. Crews are patching and paving utility repairs. They are replacing and repaving segments of trails. Street crews are also working on preparing areas to be seal coated this summer. Sign replacement and repairs continue. They are also inspecting ponds and repairing storm water infrastructure as needed.

DOC Crews –

Crews spend time each day cleaning the Maintenance Facility. They are working in the parks cleaning and planting. They also attended the traffic control in work zones training so they could be trained in flagging operations. We have them crack filling streets. An operation that takes a minimum of six people, we are now able to have DOC crews perform these duties.

PROJECT UPDATES

Tanglewood/Victoria Street Rehabilitation, Project 11-08

Pavement markings have been completed. Several minor punch list items remain, which will be completed in the next month or so.

Buffalo Lane Reconstruction, Project 11-09

The punch list items have been completed and a final payment will be presented to Council for approval in June. The property Assessment Hearing will be scheduled for September 2012.

Floral/Demar/County Road F Neighborhood Reconstruction, Project 12-01

Bids for the project were received and opened on May 9, 2012. A recommendation to award to the low responsive bidder will be presented to Council at the May 21, 2012 meeting.

Water System Improvements – Pressure Booster Station, Project 12-02

The design of the project is complete and a recommendation to approve final plans and specifications and order the taking of bids on June 26, 2012 will be presented to the Council at the May 21, 2012 meeting. It is expected a recommendation to award will be presented to the Council at the July 2, 2012 meeting.

Owasso Street Realignment

Staff continues to advance the public improvements and intersection realignment associated with the Lakeview Terrace redevelopment project. The final detailed construction plans for the public infrastructure improvements are nearly finished. Agreements concerning right of way and crossing construction have been negotiated with CP Rail. Assuming that the Lakeview Terrace redevelopment project proceeds through the Planning Commission and City Council approval process, the public infrastructure project schedule is targeting a construction contract award in July, with the bulk of the road construction occurring yet in 2012, and final completion in 2013.

REGULAR COUNCIL MEETING
APRIL 16, 2012
[t./monthly/monthlyreport2012](#)

TO: MAYOR AND COUNCILMEMBERS
FROM: TERRY SCHWERM, CITY MANAGER
DATE: MAY 14, 2012
RE: MONTHLY REPORT

DEPARTMENT ACTIVITY

The Parks & Recreation Commission and staff are currently involved in the Bucher Park renovation project. The Commission hosted a neighborhood meeting at Bucher Park in April to receive input on this renovation project. At the May meeting they will review concept plans for the park being prepared by Brauer & Associates. Area residents have also been invited to attend that meeting. Following the meeting, Brauer & Associates will develop a final master plan for review by the Commission and City Council prior to developing construction plans and specifications.

Staff is also actively preparing for the summer season. The Concert in the Commons Summer Music Series begins on Wednesday, June 13th featuring Dan Perry and the Ice Cream Band. The City will dedicate the Haffeman Pavilion on that night to recognize recently retired Parks & Recreation Director Jerry Haffeman; and the Shoreview Community Foundation will be distributing ice cream cups at the concert. The Farmer's Market will open for the season on Tuesday, June 19th.

MAINTENANCE

The warm weather in March meant the youth athletic associations and Mounds View High School wanted to start their seasons early. Therefore, the parks maintenance crew began mowing two weeks earlier than normal.

The Parks Maintenance crew installed netting, which prevents balls from going into swampy areas or onto the roadway, at both ends of the Bobby Theisen soccer field and the north end of McCullough Park soccer/ lacrosse field. A double rubber anchor system, which makes moving the pitching rubbers easier, was installed on one of the fields at Rice Creek. The infields were tilled to prevent ground balls from taking bad bounces. The crew has finished laying out and painting the soccer and lacrosse fields and the foul lines on the ball fields. The volleyball nets have been put up at Commons Park. At the request of the youth baseball association, the crew removed the old wooden scoreboards at Wilson Park.

The crew continues to mow all turf areas at least once a week and the athletic fields are being mowed twice a week. The crew applied grub control at Sitzler Park and will be applying the same product at Commons in the next few days. The crew has also started spraying for broadleaf weed control. A contractor ground out 25 stumps in the parks and the Community Center after which the crew filled the holes and seeded the spots. The crew is in the process of performing necessary repairs and starting the irrigation systems in the parks. The irrigation system at Wilson Park was

vandalized by stealing the RPZ backflow preventer, the water meter, two ball valves and some of the 2” copper pipe. There was \$2,500 to \$3,000 in parts removed plus the cost of a plumber to reinstall the system. All the drinking fountains have been turned on.

The crew has finished the first round of park inspections and all the minor repairs have been made. One of the components at Sitzer Park’s newer playground will need to be removed and reinstalled because the footing is too loose. As part of the inspection process it was determined that the wood fiber cushion was too low at all the parks. Twelve area churches in connection with Love Inc. did a weekend of service in the parks on May 5 and 6th. They had enough volunteers to spread four semi loads of wood fiber at Lake Judy, McCullough, Shamrock, Sitzer and Commons Parks. The old Vita course was removed at Bucher Park since the product was discontinued several years ago and replacement parts were no longer available.

The crew continues to pick up trash on a daily basis at the Community Center, library and parks. The trash receptacles are dumped on an as needed basis. The crew is cleaning the restrooms at Rice Creek Fields on a daily basis. The restrooms at the Haffeman Pavilion are cleaned before and after each rental. Also, in the past month the crew has swept the the parking lots at all of the parks.

COMMUNITY CENTER/CITY HALL MAINTENANCE ACTIVITIES

The crew was busy try to keep the building on its cleaning schedule. The crew cleaned the carpet on the lower level and they refinished the dance floor in the Shoreview Room. The ductwork in the fitness center and any pipes and beams above the track are in the process of being dusted. Work orders for repairs keep going at record pace.

A variety of contractors have been in performing needed repairs. The exterior door in the lower city hall was replaced and the exterior door to the pool pump room had all the hinges and hardware replaced. In order to control the heat and humidity, the ventilation system for the pump room was replaced.

RECREATION PROGRAMS

Spring programs are coming to a close for this year. There are a few activities which haven’t happened yet and registrations will trickle in, however, spring participation has declined slightly for the second year in a row. Adult softball was reclassified as a summer program which accounts for the decline in adult sports. We have fewer participants enrolling in youth programs at all ages. The track program has seen the greatest decline in participation with 44 fewer participants than last year.

Spring Participation	2012	2011	2010	2009
Adult Programs	136	74	342	335
Fitness	1171	1097	1082	968
Adult Sports	42	75	80	82
Aquatics	749	821	773	697
Preschool	141	169	115	114

Special Events	127	162	186	138
Youth Programs	157	172	145	196
Youth Sports	364	409	444	399
Total	2887	2979	3167	2929
Spring On-line Registrations	1304	1396	1078	570

The 4th and 5th grade track program began the first week of May. The track program is a partnership with the Mounds View School District and neighboring cities. Teachers from the schools are coaches and have recruited 239 fourth and fifth graders to sprint, shotput, jump over hurdles, and stay physically fit. Shoreview sponsors the program at Turtle and Island Lake Schools.

The Shoreliners boarded a coach bus to the Old Log Theater on Wednesday, May 16th. They enjoyed a delicious hot lunch and the play “Fox on the Fairway”. Their next two events include A Picnic in the Park and a trip to the Padelford and Centennial Showboat at Harriet Island.

Our summer staff has been hired and they are beginning their training. We spend many hours and days preparing our staff for our summer programs. They are trained on our key values, policies, safety, youth programming, and customer service.

Summer registration is steadily increasing. In less than a month, the Community Center will be hopping with activities and special events. The Farmers Market begins Tuesday, June 19th. Many of your favorite vendors will be back along with a few new surprises.

The Concerts in the Commons Summer Music Series begins on Wednesday, June 13th with a performance by Dan Perry & Ice Cream Band. Listed below is the schedule for the concerts.

Concert Schedule

June 13	Dan Perry & Ice Cream Band
June 20	Six Appeal
June 27	Mick Sterling
July 11	Dee Miller
July 18	Forty Shades of Green with Rince Na Chroi Dancers
July 26	Kurt Jorgensen Band
August 1	D’Boys
August 8	Jim Tones
August 15	R-Factor

COMMUNITY CENTER

The Community Center was busy hosting a variety of rentals in April. The wedding season has begun with four receptions this month compared to 2 last year. A number of corporate events

were hosted including: Linder's Flowermart Training, Abra Auto Body, MN/Dot and Minnesota Department of Health and Human Services. There was a 30% increase in corporate rentals utilizing the banquet rooms compared to last year. The new poolside party package that was implemented last month has been very successful with all available spaces being sold.

The fitness center usage remained consistent with members stopping in for their daily work out. There was an increase in usage for the stationary bikes, steppers, and step mills. Based on customer feedback another step mill has been ordered. The Matrix and LifeFitness treadmills were equally popular and received the most use of all the cardio equipment. There were 104 personal training sessions redeemed this month and there was a record breaking number of participants registered in group fitness classes. There were more than 1,030 participants enrolled in the 87 classes offered this past session. In addition to the registered participants, there were over 300 punch cards sold and 240 drop in single visits purchased for the group fitness classes.

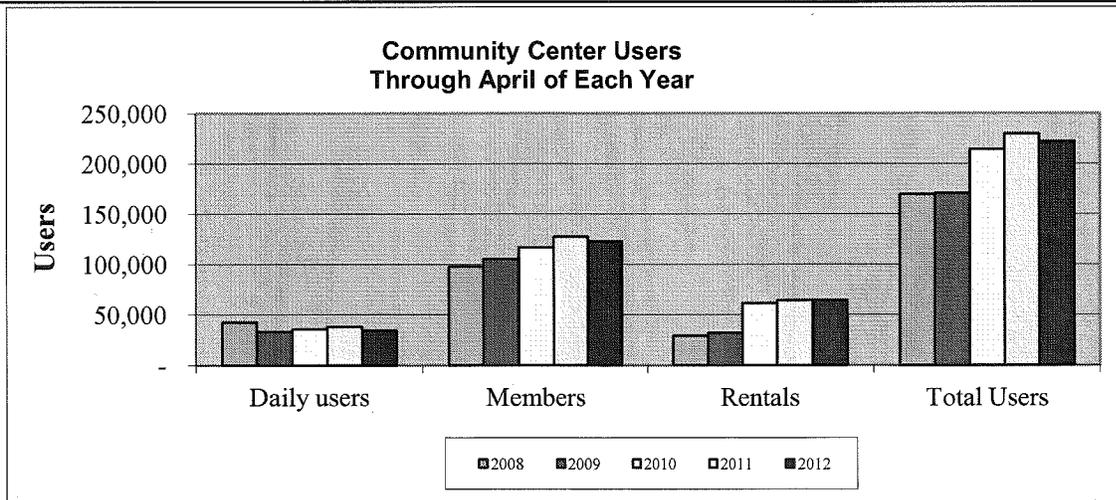
Daily admissions did increase 8% this month compared to last April. However, there is still a decrease in daily user revenue this year compared to last year. The pool closure for nine days in March has contributed to the decline in revenue. Another contributing factor was the beautiful weather during spring break in March which allowed many daily visitors to enjoy the outdoors rather than coming indoors for their recreation. There has been an increase in expenses to maintain the building in 2012. The unexpected cost to repair the generator, plumbing in the pool locker rooms, and unexpected pool closure in February has accounted for more than double the amount paid last April for building repairs.

Membership sales remain consistent with last year. There was a 5% increase in revenue which is primarily attributable to the annual membership price increase. Last year there were 2,442 active memberships with 6,363 members. This year there are 2,625 active memberships with 6,368 members. Nearly 70% of active members are Shoreview residents. There are an increasing number of members participating in the insurance reimbursement program with over 65% of our members enrolled in the program. There are 311 SilverSneakers members who had more than 950 visits this month.

Marketing efforts consisted of advertisements in the local papers focusing on our annual membership "30 Days for 30 Dollars" special. This membership special allows customers to purchase up to three consecutive months for \$30.00 per month. This is a 30% to 40% discount off of a seasonal membership rate during our lower use periods for the fitness center. This special is popular with college students and high school athletes during the summer months. Staff sent a "30 Days for 30 Dollars" e-blast which was very successful and generated many calls. There have been well over 100 of these "membership" specials sold during the first few weeks in May.

**Community Center Activity Year-to-date
Through April Each Year**

	2008	2009	2010	2011	2012
Number of Users:					
Daily users	42,480	33,256	35,871	38,191	34,750
Members	97,842	105,432	116,977	127,484	123,004
Rentals	29,396	31,954	61,560	64,223	64,444
Total Users	169,718	170,642	214,408	229,898	222,198
Revenue:					
Admissions	\$ 212,222	\$ 206,464	\$ 211,347	\$ 249,403	\$ 231,541
Memberships-annual	158,717	218,015	276,467	329,822	336,638
Memberships-seasonal	57,116	46,407	36,614	36,465	31,778
Room rentals	72,462	75,206	80,714	88,213	86,592
Wave Café	60,071	58,562	69,500	82,448	73,311
Commissions	1,187	-	2,579	993	2,053
Locker/vending/video	14,993	11,861	12,880	8,270	8,585
Merchandise	2,853	2,515	3,712	4,856	5,273
Other miscellaneous	324	273	(788)	54	61
Transfers in	63,332	102,400	103,336	99,000	100,000
Total Revenue	643,277	721,703	796,361	899,524	875,832
Expenditures:					
Personal services	373,422	383,961	392,147	393,417	410,790
Supplies	143,577	130,047	118,647	152,541	158,208
Contractual	119,965	117,740	124,271	132,937	164,076
Total Expenditures	636,964	631,748	635,065	678,895	733,074
Rev less Exp Year-to-date	\$ 6,313	\$ 89,955	\$ 161,296	\$ 220,629	\$ 142,758



* Rental users in 2010 and later years include Summer Discovery Prgm

**Community Center Monthly Activity
For the Year 2011**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Number of Users:													
Daily users	9,573	8,554	12,733	7,331	6,918	8,510	9,591	7,473	2,375	2,799	6,874	8,661	91,392
Members	33,665	30,575	34,019	29,225	25,468	24,211	24,352	23,544	23,660	26,968	27,680	29,395	332,762
Rentals	16,013	14,571	17,692	15,947	17,757	40,042	34,573	51,667	16,013	18,620	16,031	15,945	274,871
Total Users	59,251	53,700	64,444	52,503	50,143	72,763	68,516	82,684	42,048	48,387	50,585	54,001	699,025
Revenue:													
Admissions	\$ 54,768	\$ 50,219	\$ 82,024	\$ 37,760	\$ 32,531	\$ 48,104	\$ 57,434	\$ 41,854	\$ 19,315	\$ 26,823	\$ 35,198	\$ 58,481	\$ 544,511
Indoor playground	6,646	4,955	8,340	4,691	3,281	4,545	3,033	2,183	2,178	2,986	4,786	5,031	52,655
Memberships	134,134	82,408	85,134	64,611	61,088	69,882	64,747	69,299	77,050	85,320	115,092	202,422	1,111,187
Room rentals	22,729	19,569	29,892	16,023	24,736	20,859	19,322	18,740	22,956	21,955	10,411	23,107	250,299
Wave Café	20,526	18,871	25,987	17,064	15,650	15,441	16,165	14,920	10,577	13,462	12,687	14,228	195,578
Commissions	-	143	850	-	1,366	698	2,561	1,153	3,393	2,395	1,944	-	14,503
Locker/vending/video	(1,194)	3,591	2,745	3,128	2,566	3,560	3,243	883	1,842	2,649	1,596	4,997	29,606
Merchandise	1,006	1,018	1,492	1,340	948	1,826	1,546	1,204	1,014	819	879	632	13,724
Other miscellaneous	(80)	75	27	32	757	39	83	50	5	143	65	127	1,323
Building charge	-	-	-	-	-	97,000	-	-	-	-	-	1,441	98,441
Interest	-	-	-	-	-	-	-	-	-	-	-	20,674	20,674
Transfers in	24,750	24,750	24,750	24,750	24,750	24,750	24,750	24,750	24,750	24,750	24,750	24,750	297,000
Total Revenue	263,285	205,599	261,241	169,399	167,673	286,704	192,884	175,036	163,080	181,302	207,408	355,890	2,629,501
Expenditures:													
Personal services	84,388	104,891	105,118	99,020	100,804	107,049	156,509	108,982	96,532	99,084	104,360	185,734	1,352,471
Supplies	30,153	36,056	44,170	42,162	34,276	33,351	29,123	27,161	39,147	44,125	36,298	52,831	448,853
Contractual	22,538	31,672	36,485	42,242	48,682	54,629	63,436	44,224	56,475	65,557	40,038	94,564	600,542
Other	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers out	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	137,079	172,619	185,773	183,424	183,762	195,029	249,068	180,367	192,154	208,766	180,696	333,129	2,401,866
Rev less Exp (monthly)	\$ 126,206	\$ 32,980	\$ 75,468	\$ (14,025)	\$ (16,089)	\$ 91,675	\$ (56,184)	\$ (5,331)	\$ (29,074)	\$ (27,464)	\$ 26,712	\$ 22,761	\$ 227,635
Rev less Exp (ytd)	\$ 126,206	\$ 159,186	\$ 234,654	\$ 220,629	\$ 204,540	\$ 296,215	\$ 240,031	\$ 234,700	\$ 205,626	\$ 178,162	\$ 204,874	\$ 227,635	\$ 2,629,501

Community Center Monthly Activity
For the Year 2010

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Number of Users:													
Daily users	12,396	8,244	10,145	5,086	6,293	7,811	8,478	7,899	2,600	5,189	6,669	7,974	88,784
Members	32,569	30,039	30,018	24,351	22,682	23,343	23,406	24,567	20,281	23,593	26,860	26,695	308,404
Rentals	16,552	14,271	16,027	14,710	16,223	30,877	29,480	32,456	14,120	16,373	13,243	16,302	230,634
Total Users	61,517	52,554	56,190	44,147	45,198	62,031	61,364	64,922	37,001	45,155	46,772	50,971	627,822
Revenue:													
Admissions	\$ 55,503	\$ 47,668	\$ 54,719	\$ 31,183	\$ 35,032	\$ 40,977	\$ 50,122	\$ 38,742	\$ 18,995	\$ 25,431	\$ 33,763	\$ 42,844	\$ 474,979
Indoor playground	7,028	6,623	6,012	2,611	2,846	4,446	2,790	3,305	620	2,541	3,920	4,650	47,392
Memberships	111,690	75,142	68,524	57,725	61,958	61,663	64,227	66,374	78,838	75,158	121,981	197,214	1,040,494
Room rentals	18,519	27,898	14,573	19,724	22,695	16,744	18,713	12,615	23,057	16,713	16,852	12,561	220,664
Wave Café	18,052	17,720	18,813	14,915	13,174	15,261	14,708	15,272	9,617	11,457	13,834	13,993	176,816
Commissions	870	1,051	-	658	-	1,375	1,367	763	1,967	1,356	227	993	10,627
Locker/vending/video	1,317	2,387	4,880	4,296	1,239	2,101	2,802	1,361	4	3,262	948	4,873	29,470
Merchandise	730	932	903	1,147	790	1,043	1,400	1,181	312	711	715	792	10,656
Other miscellaneous	(90)	67	25	(790)	1,025	30	414	171	89	80	183	740	1,944
Building charge	-	-	-	-	-	93,000	-	-	-	-	-	1,415	94,415
Interest	-	-	-	-	-	-	-	-	-	-	-	8,017	8,017
Transfers in	25,834	25,834	25,834	25,834	25,834	25,834	25,834	25,834	25,834	25,834	25,834	25,826	310,000
Total Revenue	239,453	205,322	194,283	157,303	164,593	262,474	182,377	165,618	159,333	162,543	218,257	313,918	2,425,474
Expenditures:													
Personal services	87,881	107,137	99,770	97,359	97,921	97,380	157,769	105,178	95,479	100,266	101,590	171,540	1,319,270
Supplies	13,838	38,074	39,579	27,156	36,732	32,132	30,501	29,798	35,361	28,190	24,843	69,336	405,540
Contractual	5,022	26,404	63,856	28,989	51,368	39,593	36,322	58,235	48,831	60,881	30,144	95,218	544,863
Other	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers out	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	106,741	171,615	203,205	153,504	186,021	169,105	224,592	193,211	179,671	189,337	156,577	336,094	2,269,673
Rev less Exp (monthly)	\$ 132,712	\$ 33,707	\$ (8,922)	\$ 3,799	\$ (21,428)	\$ 93,369	\$ (42,215)	\$ (27,593)	\$ (20,338)	\$ (26,794)	\$ 61,680	\$ (22,176)	\$ 155,801
Rev less Exp (ytd)	\$ 132,712	\$ 166,419	\$ 157,497	\$ 161,296	\$ 139,868	\$ 233,237	\$ 191,022	\$ 163,429	\$ 143,091	\$ 116,297	\$ 177,977	\$ 155,801	

MOTION SHEET

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

To approve the following payment of bills as presented by the finance department.

Date	Description	Amount
05/07/12	Accounts payable	\$ 10,869.11
05/10/12	Accounts payable	\$ 17,152.42
05/14/12	Accounts payable	\$ 15,276.36
05/17/12	Accounts payable	\$ 335,578.36
05/21/12	Accounts payable	\$ 583,056.37
Sub-total Accounts Payable		\$ 961,932.62
05/21/12	Payroll 124060 to 124099 956883 to 957073	\$147,731.62
Sub-total Payroll		\$ 147,731.62
TOTAL		\$ 1,109,664.24

ROLL CALL:	AYES	NAYS
Huffman	.	
Quigley		
Wickstrom		
Withhart		
Martin		

05/21/12

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
ACE SOLID WASTE	MAINT CENTER SOLID WASTE PICKUP	701	46500	3640			\$228.96	\$228.96
BJORK, MARY ANN	REFUND OVRPMT AT CLOSING-4172 SYLVIA L S	601	36190				\$65.00	\$65.00
C & E HARDWARE	PAINT AND WIRE BRUSH FOR STREET LIGHTS	604	42600	2180			\$14.98	\$14.98
COMCAST	CABLE BILL FOR COMMUNITY CENTER	220	43800	3190			\$233.41	\$233.41
DYNAMEX DELIVERS NOW/ROADRUNNE	DELIVERY TO EAGAN POST OFFICE - 3-31-12	601	45050	3220			\$4.52	\$9.04
		602	45550	3220			\$4.52	
GENESIS EMPLOYEE BENEFITS, INC	ADMINISTRATION FEE: APRIL 2012	101	20416				\$360.45	
HOLA, TIM	TRI CLINIC CANCEL FEE	225	43520	3190			\$200.00	\$200.00
MCCAREN DESIGNS INC	JUNE HORTICULTURE SERVICES FOR POOL	220	43800	3190			\$1,278.23	\$1,278.23
MCRC	REMAINING BALANCE FOR 200 SHAKEN BABY	225	43580	2170			\$2.10	\$2.10
ORIENTAL TRADING COMPANY	SUPPLIES FOR MEMBER APPRECIATION	459	43800	3190			\$310.20	\$310.20
PRESS PUBLICATIONS	ADVERTISING FOR COMMUNITY CENTER	459	43800	3190			\$1,641.56	\$1,641.56
PRESS PUBLICATIONS	ADS FOR SUMMER CAMPS	225	43580	3170			\$236.00	\$236.00
RAMSEY COUNTY TREASURER	LIFE INSURANCE: MAY 2012	101	20414				\$2,715.85	\$2,913.35
		101	20417				\$197.50	
SCORE SPORTS-AMERICAN SOCCER C	SOCCER BALLS	225	43510	2170			\$535.30	
TIVOLITOO, INC	POOL AREA COLUMNS PAINTING-DEPOSIT	220	43800	2180			\$2,500.88	\$2,500.88
VOICE + DATA NETWORKS	PHONE MAINTENANCE	101	40200	3210			\$315.00	\$315.00
XCEL ENERGY	ELECTRIC:STORM SEWER LIFT STATION	603	45850	4890			\$24.65	\$24.65
Total of all invoices:								\$10,869.11

=====

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
ALLIED WASTE SERVICES #899	MAY ALLIED WASTE SERVICES	210	42750	3190				\$173.23	\$173.23
BEGALLE, JILL	PASS REFUND	220	22040					\$20.00	\$20.00
BEST BUY BUSINESS ADVANTAGE AC	COMMUNITY CENTER REPLACEMENT TELEVISION	220	43800	2240				\$1,805.58	\$1,805.58
BRYNGELSON, LEE	ACTIVITY REFUND	220	22040					\$15.00	\$15.00
C & E HARDWARE	GLOVES	101	42050	2010				\$18.99	\$18.99
COCA COLA REFRESHMENTS	WAVE CAFE BEVERAGE FOR RESALE	220	43800	2590				\$314.26	\$314.26
COMMUNITY REINVESTMENT FUND	GMHC ADMIN FEES/APR STMT/10 @ \$6	307	44100	4890				\$60.00	\$60.00
CRUZ, JULIE	BASEBALL GRADES 4-5	220	22040					\$57.00	\$57.00
DAAS, DENNIS	FACILITY REFUND	220	22040					\$96.42	\$96.42
DELAY, MELISSA	MAYER ARTS WISH UPON	220	22040					\$43.33	\$43.33
DURAN, LADONNA	BASEBALL GRADES 4-5	220	22040					\$47.00	\$47.00
FREUND, DEBBIE	BASEBALL GRADES 4-5	220	22040					\$57.00	\$57.00
GENESIS EMPLOYEE BENEFITS, INC	FLEX - MED/DEPENDENT CARE 05-11-12	101	20431					\$906.56	\$1,397.89
		101	20432					\$491.33	
HELMERICK, KEVIN	PASS REFUND	220	22040					\$280.00	\$280.00
HYBBEN, NIKI	PASS REFUND	220	22040					\$60.00	\$60.00
KING, BRANDON	PASS REFUND	220	22040					\$40.00	\$40.00
KOBOLD, PATRICK	PASS REFUND	220	22040					\$226.90	\$226.90
LANGERMAN, PATTI	REFUND BASEBALL GRADES 4-5	220	22040					\$47.00	\$47.00
MAYER ARTS, INC	SPRING WISH UPON A BALLET CLASSES	225	43580	3170				\$1,707.00	\$1,707.00
MINNESOTA POLLUTION CONTROL AG	WASTEWATER CERTIFICATION RENEWAL DAN C	602	45550	4500				\$23.00	\$23.00
MOLENAAR, MICHELLE	BASEBALL GRADES 4-5	220	22040					\$47.00	\$47.00
MONN, DONNI	FACILITY REFUND	220	22040					\$250.00	\$250.00
OLD LOG THEATER	SENIOR TRIP TO OLD LOG 5/16	225	43590	3174				\$999.75	\$999.75
OVERMOEN, MADISON	PASS REFUND	220	22040					\$40.00	\$40.00
PADEFORD PACKET BOAT COMPANY,	DEPOSIT FOR SENIOR TRIP 6/21/	225	43590	3174				\$460.00	\$460.00
PFEILSTICKER, THERESA	BASEBALL GRADES 4-5	220	22040					\$47.00	\$47.00
PRECISION DYNAMICS CORPORATION	COMMUNITY CENTER WRISTBANDS FOR RESALE	220	43800	3390				\$1,973.29	\$1,973.29
SAM'S CLUB DIRECT	WAVE CAFE FOR RESALE	220	43800	2590				\$296.72	\$693.08
		220	43800	2591				\$396.36	
T-MOBILE	SERVICE 3/27 - 4/26/12	601	45050	3190				\$63.26	
TIVOLITOO, INC	WAVE CAFE LIGHTED GLASS DOWNPAYMENT	459	43800	5300				\$1,159.59	\$1,159.59
TOKLE INSPECTIONS INC	INSPECTION SERVICES MAY 2012	101	44300	3090				\$3,823.20	\$3,823.20
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590				\$538.20	\$538.20
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590				\$248.37	\$351.45
		101	40800	2180				\$103.08	
WISTE, ARIC	PASS REFUND	220	22040					\$80.00	\$80.00
YOUNG, MATT	DODGEBALL REF MAY 2 & 9	225	43510	3190				\$90.00	\$90.00
ZINIEL, JANELLE	BASEBALL GRADES 4-5	220	22040					\$47.00	\$47.00

Total of all invoices: \$17,152.42

=====

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt	
MINNESOTA DEPARTMENT OF REV -	ON ROAD DIESEL FUEL TAX: APRIL 2012	701	46500	2120			\$203.84	\$203.84	
MINNESOTA DEPT LABOR AND INDUS	BUILDING SURCHARGE REPORT: APRIL 2012	101	20802				\$1,410.18		
		101	34060				-\$28.20		
ORKIN EXTERMINATING CO., INC.	PEST CONTROL SERVICE CC AND CITY HALL	220	43800	3190			\$152.97		
PETTY CASH - CITY OF SHOREVIEW	CHANGE FOR SPRING CLEAN UP DAY EVENT	101	10200				\$1,800.00	\$1,800.00	
WALLY'S UPHOLSTERY	DOWN PAYMENT RECOVERING BANQUET CHAIRS	405	43800	2180			\$10,000.00	\$10,000.00	
WALLY'S UPHOLSTERY	FITNESS EQUIPMENT PAD REPAIRS CC	220	43800	2240			\$115.00	\$115.00	
WALLY'S UPHOLSTERY	VINYL FOR FITNESS EQUIPMENT PAD REPAIRS	220	43800	2240			\$405.06	\$405.06	
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590			\$1,217.51	\$1,217.51	
Total of all invoices:								\$15,276.36	=====

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
ANDERSON, CHERYL	REIMBURSEMENT:MAGC MEMBERSHIP-C.ANDERSON	101	40200	4330			\$60.00	\$60.00
BENDER, ERIC	DODGEBALL REF MAY 16	225	43510	3190			\$60.00	\$60.00
BURAK, KAREN	PASS REFUND	220	22040				\$25.88	\$25.88
CHANTHAKEO, SOUDAVANH	PASS REFUND	220	22040				\$40.00	\$40.00
COCA COLA REFRESHMENTS	WAVE CAFE BEVERAGE FOR RESALE	220	43800	2590			\$351.61	\$351.61
COLE, BRANDON	FACILITY REFUND	220	22040				\$250.00	\$250.00
COMMISSIONER OF REVENUE- WH TA	WITHHOLDING TAX - PAYDATE 05-18-12	101	21720				\$8,795.36	\$8,795.36
COMMUNITY HEALTH CHARITIES - M	EMPLOYEE CONTRIBUTIONS: 05-18-12	101	20420				\$103.25	\$103.25
CONNECTZ, GIRL SCOUT	FACILITY REFUND	220	22040				\$6.92	\$6.92
CORBO, JAMES	SOFTBALL UMPIRE MAY 8,9,15	225	43510	3190			\$106.00	\$106.00
CZECK, JAMES	PASS REFUND	220	22040				\$220.00	\$220.00
DYNAMEX DELIVERS NOW/ROADRUNNE	DELIVERY TO EAGAN POST OFFICE - 4-27-12	601	45050	3220			\$27.95	\$55.91
		602	45550	3220			\$27.96	
ELGAARD, KRIS	PASS REFUND	220	22040				\$180.00	\$180.00
FRIENDT, NANCY	PASS REFUND	220	22040				\$194.41	\$194.41
FSH COMMUNICATIONS LLC	PAYPHONE TELEPHONE	101	40200	3210			\$64.13	
GENESIS EMPLOYEE BENEFITS, INC	VEBA CONTRIBUTIONS: 05-18-12	101	20418				\$5,610.00	\$5,610.00
GENESIS EMPLOYEE BENEFITS, INC	FLEX - MED/DEPENDENT CARE 05-18-12	101	20431				\$1,615.23	\$1,615.23
GOPHER	YOUTH SPORTS LEAGUES SUPPLIES	225	43510	2170			\$611.28	\$611.28
GOPHER	YOUTH SPORTS SUPPLIES - TBALLS	225	43510	2170			\$319.59	\$319.59
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590			\$16.35	\$16.35
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590			\$15.47	\$15.47
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590			\$15.47	\$15.47
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590			\$15.47	\$15.47
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590			\$16.40	\$16.40
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590			\$15.49	\$15.49
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590			\$15.49	\$15.49
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590			\$15.49	\$15.49
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590			\$16.39	\$16.39
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591			\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591			\$19.99	\$19.99
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590			\$15.49	\$15.49
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590			\$15.49	\$15.49
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590			\$16.35	\$16.35
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590			\$16.39	\$16.39
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590			\$15.51	\$15.51
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590			\$15.48	\$15.48
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590			\$15.48	\$15.48
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591			\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591			\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591			\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591			\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591			\$19.99	\$19.99
GUCHE, CLAUDINE	FACILITY REFUND	220	22040				\$318.70	\$318.70
HAWKINS, INC.	POOL AND WHIRLPOOL CHEMICALS	220	43800	2160			\$490.44	\$490.44
HEALTH PARTNERS	HEALTH INSURANCE:JUNE 2012	101	20410				\$45,030.03	\$46,031.82
		101	20411				\$1,001.79	
ICMA/VANTAGEPOINT TRANSFER-300	EMPLOYEE CONTRIBUTIONS PAYDATE:05-18-12	101	21750				\$5,489.53	
ICMA/VANTAGEPOINT TRANSFER-705	ROTH CONTRIBUTIONS: 05-18-12	101	20430				\$290.00	\$290.00
IDEAL ADVERTISING, INC.	TBALL/BASEBALL/SOFTBALL HATS	225	43510	2170			\$1,160.00	\$1,160.00
JANSEN, LAWRENCE G.	SOFTBALL UMPIRE MAY 7 & 14	225	43510	3190			\$92.00	\$92.00

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
JEWELL, TED W.	SOFTBALL UMPIRE MAY 2,3,9,10	225	43510	3190			\$184.00	\$184.00
KIRSCH, JOANN	PASS REFUND	220	22040				\$215.15	\$215.15
LANDSCAPE STRUCTURES, INC.	REFUND SLIDE REIMBURSEMENT EVOS PLAYGRND	459	38900				\$2,000.00	\$2,000.00
MALIKOWSKI, RODNEY P.	SOFTBALL UMPIRE MAY 3,10,16	225	43510	3190			\$138.00	\$138.00
MATHESON TRI-GAS INC	CO2 FOR WHIRL POOL	220	43800	2160			\$89.55	
METROPOLITAN COUNCIL ENVIRONME	SEWER SERVICE-JUNE 2012	602	45550	3670			\$141,589.12	\$141,589.12
MIDWEST SPECIAL SERVICES, INC	FACILITY CLEANING	220	43800	3190			\$204.40	\$204.40
MINNESOTA CHILD SUPPORT PAYMEN	PAYDATE: 05-18-12	101	20435				\$209.00	\$209.00
MINNESOTA DEPARTMENT OF REVENU	SALES USE TAX: APRIL 2012	220	21810				\$8,383.00	\$8,673.00
		220	21810				-\$9,557.00	
		701	46500	2120			\$227.00	
		601	21810				\$1,436.00	
		101	40550	3860			\$13.20	
		101	40550	4330			\$2.16	
		101	43710	2260			\$115.16	
		220	43800	2180			\$54.13	
		220	43800	2200			\$124.64	
		220	43800	2590			\$26.77	
		220	43800	3190			\$199.29	
		220	43800	3960			\$148.16	
		225	43580	2172			\$3.81	
		260	47400	4340			\$44.78	
		459	40800	5200			\$17.74	
		601	45050	2280			\$120.16	
		220	21810				\$7,314.00	
MINNESOTA ENVIRONMENTAL FUND	MN ENVIRONMENTAL EMPL CONTRIB: 05-18-12	101	20420				\$27.00	\$27.00
MOORE MEDICAL, LLC	FIRST AID SUPPLIES POOL, PROGRAMS, BUILD	101	40210	2180			\$37.69	\$907.60
		225	43510	2170			\$162.89	
		225	43590	2175			\$127.42	
		220	43800	2200			\$249.71	
		220	43800	2180			\$29.89	
		225	43535	2170			\$300.00	
PAYNE, STEPHEN	SOFTBALL UMPIRE MAY 14	225	43510	3190			\$46.00	\$46.00
PORTER, DANIEL	SOFTBALL UMPIRE MAY 3,7,10,14	225	43510	3190			\$152.00	\$152.00
POSTMASTER	DEPOSIT IN PERMIT IMPRINT #5606	602	45550	3220			\$500.00	
		601	45050	3220			\$500.00	
*PRINTING RESOURCES INC	UTILITY BILL FORMS	601	45050	2010			\$478.26	
		602	45550	2010			\$478.27	\$956.53
PUBLIC EMPLOYEES RETIREMENT AS	PERA DEFINED CONTRIBUTIONS: 05-18-12	101	21740				\$243.50	\$243.50
PUBLIC EMPLOYEES RETIREMENT AS	EMPL/EMPLOYER CONTRIBUTIONS: 05-18-12	101	21740				\$27,377.62	\$27,377.62
RICOH AMERICAS CORPORATION	LEASE CITY HALL COPIERS	101	40200	3930			\$2,199.88	
ROGERS, JENNIFER	TRIATHLON CLINIC FUL	220	22040				\$48.00	\$48.00
RUGRODEN, JOHN L.	SOFTBALL UMPIRE MAY 9 & 16	225	43510	3190			\$92.00	\$92.00
SAARION, CARL	SOFTBALL UMPIRE MAY 2 & 15	225	43510	3190			\$92.00	\$92.00
SCHMID, BRIAN	SOFTBALL UMPIRE MAY 7	225	43510	3190			\$46.00	\$46.00
SCHOOL-TECH, INC	YOUTH SPORTS SUPPLIES - MORE TBALLS	225	43510	2170			\$167.86	\$167.86
SIMNING, CHRISTINE	FACILITY REFUND	220	22040				\$250.00	\$250.00
TARGET COMMERCIAL INVOICE	CC SUPPLIES AND WAVE SUPPLIES	220	43800	2590			\$33.37	\$69.10
		220	43800	2180			\$35.73	
TDS METROCOM	TELEPHONE SERVICES	101	40200	3210			\$1,137.51	\$1,426.51
		101	43710	3210			\$253.65	

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
		601	45050	3210			\$35.35	
TIVOLITOO, INC	INDOOR PLAYGROUND PLAYPIECE DOWNPAYMENT	220	43800	2180			\$3,516.19	\$3,516.19
TREASURY, DEPARTMENT OF	FEDERAL WITHHOLDING TAX: 05-18-12	101	21710				\$20,688.80	
		101	21730				\$22,529.97	\$49,517.47
		101	21735				\$6,298.70	
UNITED WAY - GREATER TWIN CITI	EMPLOYEE CONTRIBUTIONS: 05-18-12	101	20420				\$99.00	
UPPER CUT TREE SERVICES	PRIVATE TREE REMOVALS 5930 HODGSON	101	43900	3190			\$2,699.55	\$2,699.55
VILLA, BETH	TRIATHLON CLINIC FUL	220	22040				\$48.00	\$48.00
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590			\$1,225.80	\$1,225.80
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590			\$11.75	\$11.75
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590			\$82.94	\$82.94
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590			\$741.03	\$741.03
XCEL ENERGY	ELECTRIC: TRAFFIC SIGNAL SHARED W/N OAKS	101	42200	3610			\$39.03	
XCEL ENERGY	ELECTRIC: TRAFFIC SIGNAL	101	42200	3610			\$32.83	\$32.83
XCEL ENERGY	ELECTRIC: SIRENS	101	41500	3610			\$59.12	
XCEL ENERGY	ELECTRIC: SURFACE WATER FUND	603	45900	3610			\$70.29	\$70.29
XCEL ENERGY	ELECTRIC: SURFACE WATER FUND	603	45900	3610			\$1,857.97	\$1,857.97
XCEL ENERGY	ELECTRIC: STREET LIGHTS	604	42600	3610			\$13,648.13	\$13,648.13
XCEL ENERGY	ELECTRIC/GAS: MAINTENANCE CENTER	701	46500	3610			\$1,728.28	\$397.81
		701	46500	2140			\$748.74	
		701	46500	2140			-\$2,079.21	
XCEL ENERGY	ELECTRIC: STORM SEWER LIFT STATIONS	603	45850	4890			\$133.43	
YOUNG, MATT	DODGEBALL REF MAY 16	225	43510	3190			\$60.00	\$60.00

Total of all invoices: \$335,578.36
 =====

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
3D SPECIALTIES INC.	SAFETY SUPPLIES	101	42200	2180			\$145.65	\$582.62
		601	45050	2280			\$145.66	
		602	45550	2280			\$145.66	
		603	45850	2180			\$145.65	
A & L SUPERIOR SOD, INC	SOD	601	45050	2280		\$10.00	\$10.00	
A & L SUPERIOR SOD, INC	SOD FOR LIFT STATIONS/LESS CREDIT	602	45550	2282		\$66.69		
ALL SEASONS RENTAL	READY MIX FIBER	603	45850	2180		\$42.66	\$42.66	
ALLEN, DEANNE	MINUTES - 4/9 CC, 4/16 CC, 4/24 PC	101	40200	3190			\$400.00	\$550.00
		101	44100	3190			\$150.00	
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTALS - MAINTENANCE CENTER	101	42200	3970			\$45.30	\$181.24
		601	45050	3970			\$45.30	
		602	45550	3970			\$45.30	
		603	45850	3970			\$22.67	
		701	46500	3970		\$22.67		
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTAL PARKS	101	43710	3970		\$59.91		
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTAL PARKS	101	43710	3970		\$61.61	\$61.61	
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTAL PARKS	101	43710	3970		\$59.91	\$59.91	
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTAL CC	220	43800	3970		\$48.32	\$48.32	
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTAL CC	220	43800	3970		\$48.32	\$48.32	
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTAL CC	220	43800	3970		\$48.32	\$48.32	
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTAL CC	220	43800	3970		\$48.32	\$48.32	
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTALS - MAINTENANCE CENTER	101	42200	3970			\$46.44	\$185.80
		601	45050	3970			\$46.44	
		602	45550	3970			\$46.44	
		603	45850	3970			\$23.24	
		701	46500	3970			\$23.24	
AMERICAN RED CROSS-HEALTH & SA	1ST AID/CPR/AED CERT	225	43520	2170		\$335.00	\$335.00	
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110		\$24.63	\$24.63	
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110		\$2,339.88	\$2,339.88	
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110		\$29.76	\$29.76	
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110		\$2,272.49	\$2,272.49	
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110		\$124.26	\$124.26	
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110		\$360.13		
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110		\$69.93	\$69.93	
AUTO PLUS	PROPANE	701	46500	2180		\$18.16	\$18.16	
BEISSWENGERS HARDWARE	REPAIR SUPPLIES CC	220	43800	2240		\$22.42	\$22.42	
BEISSWENGERS HARDWARE	PARTS FOR MOWERS	701	46500	2220		\$12.80	-	
BEISSWENGERS HARDWARE	HARDWARE TO ANCHOR IRRIGATION BOX DOWN	101	43710	2240		\$10.78	\$10.78	
BINDER HEATING & AIR CONDITION	PERMIT REFUND 2012-00041	101	32540				\$35.00	\$40.00
		101	20802				\$5.00	
BKBM ENGINEERS	WATER SLIDE STAIR PROJECT	405	43800	3810		\$2,027.50	\$2,027.50	
BLACKBURN MANUFACTURING COMPAN	PAINT FOR LOCATING	602	45550	2280			\$93.52	\$346.97
		601	45050	2280			\$253.45	
BOYER TRUCK PARTS INC.	PARTS FOR 304	701	46500	2220		\$185.00		
BRADLEY & DEIKE, PA	EDA CONSULTING AND SINCLAIR CONSULTING	240	44400	3190			\$340.00	\$646.00
		101	22020				\$306.00	
BRADLEY & DEIKE, PA	SV SENIOR LIVING	101	22020			\$51.00		
BRADLEY & DEIKE, PA	PROFESSIONAL SERVICES - SHERMAN	241	44500	3190		\$765.00	\$765.00	
BRADLEY & DEIKE, PA	MIDLAND PLAZA	101	22020			\$680.00	\$680.00	
BRAUER & ASSOCIATES, LTD	BUCHER PARK PLANNING AND DESIGN	459	43710	5300		\$790.00	\$790.00	
C & E HARDWARE	SMALL TOOLS SAW BLADES	101	43710	2400		\$35.31	\$35.31	

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
CBIZ FINANCIAL SOLUTIONS, INC	REBA QUATERLY INVESTMENT SERVICES	101	40210	3190			\$68.37	\$68.37
CDC DISTRIBUTING	CUT RESITANT GLOVES (MECHANICS)	701	46500	2180			\$227.26	\$227.26
CDW GOVERNMENT	WIRELESS MOUSE	101	40550	2010			\$45.53	\$45.53
CDW GOVERNMENT	MEMORY CARDS	101	40550	2010			\$65.78	\$65.78
CDW GOVERNMENT	PC REPLACEMENT: THIN CLIENT COMPUTER	422	40550	5800			\$364.42	\$364.42
CDW GOVERNMENT	PC REPLACEMENT: THIN CLIENT COMPUTER	422	40550	5800			\$3,399.65	\$3,399.65
CDW GOVERNMENT, INC	REPLACE WIRELESS AP	422	40550	5800			\$639.53	\$639.53
CENTRAL WOOD PRODUCTS	PLAYGROUND CHIPS FOR SHAMROCK PARK	101	43710	2260			\$1,864.97	\$1,864.97
CENTRAL WOOD PRODUCTS	PLAYGROUND CHIPS FOR MCCULLOUGH PARK	101	43710	2260			\$1,864.97	\$1,864.97
CENTRAL WOOD PRODUCTS	PLAYGROUND CHIPS FOR COMMONS AND SITZER	101	43710	2260			\$1,864.97	\$1,864.97
CENTRAL WOOD PRODUCTS	PLAYGROUND CHIPS FOR LAKE JUDY PARK	101	43710	2260			\$1,864.97	\$1,864.97
COMMERCIAL ASPHALT CO	ASPHALT	101	42200	2180			\$182.97	
COMO LUBE AND SUPPLIES, INC.	USED OIL FILTER PICK UP	701	46500	3640			\$240.00	\$240.00
COMPONENT FABRICATORS INC.	GROUP FITNESS KETTLEBELLS	225	43530	2170			\$390.09	\$416.03
		220	43800	2180			\$25.94	
CORPORATE CONNECTION	HIGH VISABILITY SAFETY VESTS	101	42200	3970			\$196.37	\$785.53
		601	45050	3970			\$196.37	
		602	45550	3970			\$196.37	
		603	45850	3970			\$98.21	
		701	46500	3970			\$98.21	
CULLIGAN	IRON FILTER RENTAL CC POOL	220	43800	3950			\$182.16	
DAKOTA SUPPLY GROUP	METERS, 3' 2' AND 5/8X3/3	601	45050	2510			\$4,653.28	\$4,653.28
DAKOTA SUPPLY GROUP	3" METER FOR CASCADES	601	45050	2510			\$2,265.18	\$2,265.18
DAKOTA SUPPLY GROUP	2" DISC METER	601	45050	2510			\$745.69	
DAVE'S SPORT SHOP	DRAG MAT FOR SOFTBALL/BASEBALL INFIELDS	101	43710	2400			\$312.02	\$312.02
DAVIS LOCK & SAFE	PADLOCK AND KEYS	101	43710	2240			\$76.82	\$76.82
DAVIS LOCK & SAFE	REPAIR SUPPLIES CC	220	43800	2240			\$35.54	\$35.54
DULTMEIER SALES	GREASE PUMP	701	46500	2400			\$50.17	\$50.17
E.H.RENNER, INC	PULL, INSPECT AND REPAIR WELL #3	601	45050	3190			\$22,333.00	\$22,333.00
EARL F. ANDERSON & ASSOC., INC	BARRICADE BOARDS	101	42200	2180			\$303.28	\$303.28
FERGUSON WATERWORKS	BASES FOR VALVE BOXES	601	45050	2280			\$408.28	\$408.28
FERGUSON WATERWORKS	GASKETS AND ORINGS FOR GATE VALVES	601	45050	2280			\$202.97	\$202.97
FLAIL-MASTER	MOWER BLADE BALANCER	101	43710	2400			\$130.06	\$130.06
GRAINGER, INC.	GLOVES FOR CLEANING CREW	220	43800	2110			\$192.98	\$192.98
HACH COMPANY	CHLORINE AND IRON REAGENTS	601	45050	2160			\$639.45	\$639.45
HARDWOOD SUPPLY LLC	BOARDS FOR TRUCKS	701	46500	2220			\$85.90	\$85.90
HAWKINS, INC.	C- 5 AND PARTS FOR CHLORINE TANKS WELL 6	601	45050	2160			\$1,587.44	\$3,697.24
		601	45050	2280			\$2,109.80	
HAWKINS, INC.	CHLORINE PARTS BOOSTER STATION ONE TON	601	45050	2280			\$4,855.61	\$4,855.61
HEWLETT-PACKARD COMPANY	PC REPLACEMENTS	422	40550	5800			\$320.30	\$320.30
HEWLETT-PACKARD COMPANY	AC ADAPTER	101	40550	2010			\$73.92	\$73.92
HEWLETT-PACKARD COMPANY	MONITOR CABLES	101	40550	2010			\$42.85	\$42.85
HEWLETT-PACKARD COMPANY	PC REPLACEMENTS	422	40550	5800			\$1,070.18	\$1,070.18
HEWLETT-PACKARD COMPANY	PC REPLACEMENTS: LAPTOP	422	40550	5800			\$1,070.18	\$1,070.18
HEWLETT-PACKARD COMPANY	PC REPLACEMENTS: MONITORS	422	40550	5800			\$854.86	\$854.86
HILLCREST ANIMAL HOSPITAL	ANIMAL CONTROL ENDING MAY 1, 2012	101	41100	3199			\$88.50	
HILLYARD, INC - MINNEAPOLIS	CLEANING EQUIPMENT REPAIRS CC	220	43800	3890			\$133.52	\$133.52
HILLYARD, INC - MINNEAPOLIS	CLEANING EQUIPMENT REPAIRS CC	220	43800	3890			\$90.95	\$90.95
HILLYARD, INC - MINNEAPOLIS	CLEANING EQUIPMENT REPAIRS CC	220	43800	3890			\$65.70	\$65.70
HILLYARD, INC - MINNEAPOLIS	CLEANING EQUIPMENT REPAIRS CC	220	43800	3890			\$40.50	\$40.50
HILLYARD, INC - MINNEAPOLIS	CLEANING EQUIPMENT REPAIRS CC	220	43800	3890			\$40.50	\$40.50

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
HOOZE 4X4 INC.	PARTS FOR 312	701	46500	2220			\$397.37	\$397.37
IDENTITY STORES, LLC	UNIFORM VISORS FOR COMMUNITY CENTER	220	43800	2180			\$188.75	\$188.75
INSTRUMENTAL RESEARCH INC	MONTHLY SAMPLES	601	45050	3190			\$322.50	\$322.50
INTERNATIONAL CITY/CO MGMT ASS	DUES - SIMONSON 7/1/12 - 6/30/13	101	40200	4330			\$960.46	\$960.46
KAUFMAN SIGN COMPANY	2ND HALF PAYMENT HAFFEMAN SIGN	405	43710	5300			\$2,925.00	\$2,925.00
LAKE JOHANNA FIRE DEPT	REIMBURSEMENT FOR E-2 CHASSIS	405	41200	3190			\$301,827.75	\$301,827.75
LIFEGUARD STORE, THE	LANE LINE WRENCH	220	43800	2200			\$25.85	\$25.85
LILLIE SUBURBAN NEWSPAPERS INC	LEGAL NOTICE	570	47000	5950			\$32.50	\$139.50
		101	40200	3360			\$107.00	
LINDERS GREENHOUSE *** ST. PAU	PLANTS FOR LAKE BEACH LIFT STATION	602	45550	2282			\$56.24	
LUBRICATION TECHNOLOGIES, INC	HYDRULIC FLUID	701	46500	2130			\$950.06	\$950.06
MIDWEST LOCK & SAFE INC	REPAIRS TO LOWER CITY HALL DOOR	220	43800	3810			\$425.00	\$425.00
MIDWEST LOCK & SAFE INC	REPAIR ELECTRIC DOOR LOCK AT RCF	101	43710	3190			\$145.00	\$145.00
NAPA AUTO PARTS	PARTS FOR 203	701	46500	2220			\$15.52	\$15.52
NAPA AUTO PARTS	PARTS FOR Z-MOWERS	701	46500	2220			\$12.73	\$12.73
NORTHERN ELECTRICAL CONTRACTOR	REPAIR TO OUTLET P&R OFFICE	220	43800	3810			\$193.00	\$193.00
NORTHERN ELECTRICAL CONTRACTOR	COUNCIL CHAMBERS LIGHTING REPAIRS	220	43800	3810			\$212.00	\$212.00
NORTHERN ELECTRICAL CONTRACTOR	OLD OZONE ROOM REPAIRS	220	43800	3810			\$126.75	\$126.75
OFFICE DEPOT	GENERAL OFFICE SUPPLIES	101	40100	2180			\$19.11	\$185.60
		101	40200	2010			\$166.49	
OFFICE DEPOT	DYMO LABELS	101	40200	2010			\$113.66	
OFFICE DEPOT	GENERAL OFFICE SUPPLIES	101	40200	2010			\$61.20	\$75.90
		225	43555	2170			\$14.70	
ON SITE SANITATION INC	BUCHER PARK UNITS	101	43710	3950			\$260.79	\$260.79
ON SITE SANITATION INC	COMMONS PARK UNITS	101	43710	3950			\$260.79	\$260.79
ON SITE SANITATION INC	LAKE JUDY PARK UNIT	101	43710	3950			\$122.91	\$122.91
ON SITE SANITATION INC	MCCULLOUGH PARK UNITS	101	43710	3950			\$275.76	\$275.76
ON SITE SANITATION INC	RICE CREEK FIELDS UNIT	101	43710	3950			\$45.96	\$45.96
ON SITE SANITATION INC	SHAMROCK PARK UNITS	101	43710	3950			\$260.79	\$260.79
ON SITE SANITATION INC	SITZER PARK UNITS	101	43710	3950			\$260.79	\$260.79
ON SITE SANITATION INC	THEISEN PARK UNIT	101	43710	3950			\$122.91	\$122.91
ON SITE SANITATION INC	WILSON PARK UNITS	101	43710	3950			\$260.79	\$260.79
ON SITE SANITATION INC	SNAIL LAKE SCHOOL UNIT	101	43710	3950			\$56.65	\$56.65
ON SITE SANITATION INC	MCCULLOUGH PARK CHANGE OUT	101	43710	3950			\$38.48	
OPTUMHEALTH FINANCIAL SERVICES	APRIL COBRA, RETIREES, GEN NOTICE	101	40210	3190			\$57.20	\$57.20
ORKIN EXTERMINATING CO., INC.	PEST CONTROL SERVICES	220	43800	3190			\$152.97	\$152.97
OXYGEN SERVICE COMPANY	WELDING SUPPLIES	701	46500	2180			\$170.48	\$170.48
OXYGEN SERVICE COMPANY	WELDING SUPPLIES	701	46500	2180			\$63.78	\$63.78
PARTS ASSOCIATES, INC.	SHOP SUPPLIES	701	46500	2180			\$361.78	\$361.78
PIONEER RIM & WHEEL CO.	PARTS FOR 609	701	46500	2220			\$11.12	\$11.12
PLANT & FLANGED EQUIPMENT COMP	CHECK VALVES FOR BOOSTER 1-4	601	45050	2280			\$89.78	\$89.78
PLUMBMASTER, INC	REPAIRS SUPPLIES CC	220	43800	2240			\$329.65	\$329.65
PLUMBMASTER, INC	REPAIR SUPPLIES CC	220	43800	2240			\$194.91	\$194.91
PLUMBMASTER, INC	REPAIR SUPPLIES CC	220	43800	2240			\$642.13	\$642.13
POND & LIGHTING DESIGNS, INC.	FOUNTAIN MOTOR FOR COMMONS POND	603	45850	2180			\$1,100.47	\$1,100.47
PROCESS MEASUREMENT COMPANY	HOURS METERS LIFT STATIONS	602	45550	2282			\$165.89	\$165.89
RAMSEY COUNTY	LAW ENFORCEMENT - MAY 2012	101	41100	3190			\$153,395.28	\$153,395.28
REHBEIN'S BLACK DIRT	BLACK DIRT FOR PARKS	101	43710	2260			\$30.46	\$30.46
ROYAL TEXTILE MANUFACTURING	UNIFORM SHIRTS FOR PARKS CREW	101	43710	3970			\$908.57	\$908.57
SCHARBER & SONS	TILLER FOR PARKS	101	43710	2400			\$3,427.48	\$3,427.48
SIGNATURE AQUATICS, INC	POOL FILTER REPAIRS CC	220	43800	3810			\$3,262.23	\$3,262.23

Purchase Voucher

City of Shoreview
 4600 Victoria Street North
 Shoreview MN 55126

Voucher Number	27,777
Vendor number	01276 1 2012
Vendor name	HEALTH PARTNERS
Address	NW 3600 PO BOX 1450 MPLS MN 55485-3600

Date	Comment line on check	Invoice number	Amount
05-17-12	HEALTH INSURANCE:JUNE 2012	40381038/40381039	\$46,031.82

THIS IS AN EARLY CHECK, PLACE VOUCHER IN EARLY CHECK FILE

This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?

Purchase was made through the state's cooperative purchasing venture.

Purchase was made through another source. The state's cooperative purchasing venture was considered.

Cooperative purchasing venture consideration requirement does not apply.

Return to: _____

Account Coding	Amount
101 20410	\$45,030.03
101 20411	\$1,001.79

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$
Reviewed by: (signature required) <i>J Kuschel</i>	Jodee Kuschel
Approved by: (signature required) <i>Terry Schwerm</i>	Terry Schwerm

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000. If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	

Purchase Voucher

City of Shoreview
 4600 Victoria Street North
 Shoreview MN 55126

Voucher Number	27,476
Vendor number	00416 1 2012
Vendor name	METROPOLITAN COUNCIL ENVIRONMENTAL
Address	SERVICES SDS 12-1064 P.O. BOX 86 MINNEAPOLIS MN 55486-1064

Date	Comment line on check	Invoice number	Amount
05-07-12	SEWER SERVICE-JUNE 2012	988636	\$141,589.12

THIS IS AN EARLY CHECK, PLACE VOUCHER IN EARLY CHECK FILE

Return to:

This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?

Purchase was made through the state's cooperative purchasing venture.

Purchase was made through another source. The state's cooperative purchasing venture was considered.

Cooperative purchasing venture consideration requirement does not apply.

Account Coding	Amount
602 45550 3670	\$141,589.12

Is sales tax included on invoice?	<u>Not Taxable</u>
If no, amount subject to sales use tax	\$

Reviewed by: Debbie Engblom 5-11-12
 (signature required) Debbie Engblom

Approved by: Terry Schwerm
 (signature required) Terry Schwerm

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000. If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	

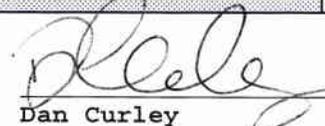
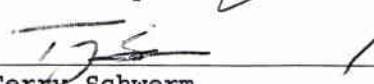
Purchase Voucher

City of Shoreview
 4600 Victoria Street North
 Shoreview MN 55126

Voucher Number	27,642
Vendor number	01250 1 2012
Vendor name	E.H.RENNER, INC
Address	15688 JARVIS ST NW ELK RIVER, MN 55330

Date	Comment line on check	Invoice number	Amount
04-26-12	PULL, INSPECT AND REPAIR WELL #3	000123070000	\$22,333.00

Account Coding	Amount
601 45050 3190	\$22,333.00

Is sales tax included on invoice?	Included
If no, amount subject to sales use tax	\$
Reviewed by: (signature required) Dan Curley	
Approved by: (signature required) Terry Schwerm	

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000. If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	

Purchase Voucher

City of Shoreview
 4600 Victoria Street North
 Shoreview MN 55126

Voucher Number	27,585
Vendor number	00374 1 2012
Vendor name	LAKE JOHANNA FIRE DEPT
Address	5545 LEXINGTON AVENUE N SHOREVIEW MN 55126

Date	Comment line on check	Invoice number	Amount
05-08-12	REIMBURSEMENT FOR E-2 CHASSIS	392	\$301,827.75

This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?

Purchase was made through the state's cooperative purchasing venture.

Purchase was made through another source. The state's cooperative purchasing venture was considered.

Cooperative purchasing venture consideration requirement does not apply.

Account Coding	Amount
405 41200 3190	\$301,827.75

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$
Reviewed by: <u>Terri Hoffard</u> (signature required) Terri Hoffard	
Approved by: <u>Terry Schwerm</u> (signature required) Terry Schwerm	

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000. If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	

Purchase Voucher

City of Shoreview
 4600 Victoria Street North
 Shoreview MN 55126

Voucher Number	27,560
Vendor number	01337 2 2012
Vendor name	RAMSEY COUNTY
Address	90 PLATO BLVD W. PO BOX 64097 ST. PAUL MN 55164-0097

Date	Comment line on check	Invoice number	Amount
05-07-12	LAW ENFORCEMENT - MAY 2012	SHRFL-001133	\$153,395.28

This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?

Purchase was made through the state's cooperative purchasing venture.

Purchase was made through another source. The state's cooperative purchasing venture was considered.

Cooperative purchasing venture consideration requirement does not apply.

Account Coding	Amount
101 41100 3190	\$153,395.28

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$

Reviewed by: Terri Hoffard
 (signature required) Terri Hoffard

Approved by: Terry Schwerm
 (signature required) Terry Schwerm

Two quotes must be attached to purchase voucher for all purchases between \$10,000 and \$50,000. If no quote is received, explain below:

Quote 1	
Quote 2	
Explanation if no quote received	

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to approve Resolution No. 12-37 establishing the project and ordering the preparation of a report determining the feasibility of street/infrastructure reconstruction of County Road D and Cottage Place, City Project 13-02, and authorize the street reconstruction agreement with the City of Roseville.

ROLL CALL:	AYES	NAYS
HUFFMAN	_____	_____
QUIGLEY	_____	_____
WICKSTROM	_____	_____
WITHHART	_____	_____
MARTIN	_____	_____

TO: MAYOR, CITY COUNCIL, CITY MANAGER

FROM: TOM WESOLOWSKI, CITY ENGINEER

DATE: MAY 16, 2012

SUBJECT: COUNTY ROAD D AND COTTAGE PLACE
RECONSTRUCTION, CITY PROJECT # 13-01
AUTHORIZE THE PREPARATION OF A FEASIBILITY REPORT AND
STREET RECONSTRUCTION AGREEMENT

INTRODUCTION

Street reconstruction projects are typically initiated by the City Council directing the City Engineer to prepare a feasibility report describing the proposed improvements. Pursuant to the Chapter 429 of State Statutes, and consistent with the City's past practice on roadway improvement projects, it is required that the Council authorize the preparation of a feasibility report for County Road D and Cottage Place Reconstruction, City Project 12-01.

DISCUSSION

Shoreview's Capital Improvement Program includes the reconstruction of County Road D and Cottage Place. This project would include County Road D from Lexington Avenue east to Victoria Street North and Cottage Place from Victoria Street North west to the dead end. See the attached map showing the location of the roadways considered for reconstruction in 2013.

County Road D is located along Shoreview's southern border with the City of Roseville and the Cities share jurisdiction of the road, Shoreview owns the north half and Roseville the south. County Road D is also part of both Cities Municipal State Aid Systems. Cottage Place is a local residential street located in Shoreview with no curb, which is typical of the type of streets the City has been reconstructing over the last several years. Cottage Place was included in this project because it is in close proximity to County Road D and there is an economy of scale including it with a larger project.

Staff from each City met to discuss the proposed project and determined there would be logistic and economic advantages to work cooperatively on a project that would reconstruct County Road D. It was also determined that, based on work program schedules and the inclusion of Cottage Place, Shoreview staff would perform the design, bidding, and construction engineering services for the project and the City of Roseville would pay Shoreview for engineering services and construction costs for their portion of the project. A Street Reconstruction Agreement describing the project and listing the responsibilities of each City is attached at the end of this report. The agreement has been reviewed by both City Attorneys and the agreement will be presented to the Roseville City Council for approval at their June 11 meeting.

The first step of the project development process is to authorize the preparation of a feasibility report. The feasibility report will include an evaluation of the existing street, storm sewer, sanitary sewer, and water main infrastructure. The report will also include a cost estimate of any proposed improvements and identify sources of funding. Based on this estimate and the need for improvements, the report will determine if the proposed improvements are technically and financially feasible.

SCHEDULE

The request to authorize the feasibility for the proposed project is being presented to the Council earlier in the year than what has been typical for past reconstruction projects. It is expected that the feasibility and design process will require additional time considering it is a cooperative project with another City. Also, additional time is required for Municipal State Aid approval and the Rice Creek Watershed District permitting process.

Data collection and soil borings for next year's planned project will be commencing shortly, and a public informational meeting will be scheduled this summer. Construction of the proposed project, if ordered, would not begin until the spring of 2013.

RECOMMENDATION

It is recommended that the City adopt Resolution 12-37 establishing the project and ordering the preparation of a feasibility report for the reconstruction of County Road D from Lexington Avenue east to Victoria Street North and Cottage Place from Victoria Street North west to the dead end, and authorize the street reconstruction agreement with the City of Roseville.

**EXTRACT OF MINUTES OF MEETING OF THE
CITY COUNCIL OF SHOREVIEW, MINNESOTA
HELD MAY 21, 2012**

* * * * *

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota, was duly called and held at the Shoreview City Hall in said City on May 21, 2012 at 7:00 p.m. The following members were present:

;

and the following members were absent:

Councilmember introduced the following resolution and moved its adoption.

RESOLUTION NO. 12-37

ORDERING PREPARATION OF A FEASIBILITY REPORT
FOR
COUNTY ROAD D AND COTTAGE PLACE, CITY PROJECT 13-01
AND
AUTHORIZE THE STREET RECONSTRUCTION AGREEMENT
WITH THE CITY OF ROSEVILLE

WHEREAS, the City's adopted Capital Improvement Program includes a project involving the reconstruction of County Road D from Lexington Avenue east to Victoria Street North and Cottage Place from Victoria Street North west to the dead end, and to assess the benefited properties for all or a portion of the cost of the improvement, pursuant to the Minnesota Statutes, Chapter 429.

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

1. County Road D, Cottage Place Road Reconstruction is hereby established as City Project 13-01.
2. That the proposed improvement be referred to the City Engineer for study and that he is instructed to report to the Council with all convenient speed advising them in a preliminary way as to whether the proposed improvement is feasible and as to whether it should best be made as proposed or in connection with some other improvement, and the estimated cost of the improvement as recommended.
3. That the Mayor and City Manager are hereby authorized to execute a Street Reconstruction Agreement with the City of Roseville listing the responsibilities of each City as is more fully described in the attached Street Construction Agreement.

The motion for the adoption of the foregoing resolution was duly seconded by Member and upon vote being taken thereon, the following voted in thereof: ;

and the following voted against the same: .

WHEREUPON, said resolution was declared duly passed and adopted this 21st day of May 2012.

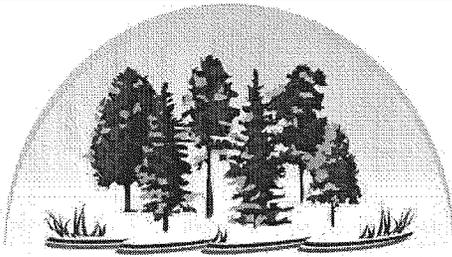
STATE OF MINNESOTA)
)
COUNTY OF RAMSEY)
)
CITY OF SHOREVIEW)

I, the undersigned, being the duly qualified and acting Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council held on the 21st day of May 2012, with the original thereof on file in my office and the same is a full, true and complete transcript therefrom insofar as the same relates to ordering the feasibility report for the County Road D, Cottage Place Road Reconstruction, City Project 13-01 and authorizing execution of the street reconstruction agreement with the City of Roseville..

WITNESS MY HAND officially as such Manager and the corporate seal of the City of Shoreview, Minnesota, this 22nd day of May 2012.

Terry Schwerm
City Manager

SEAL



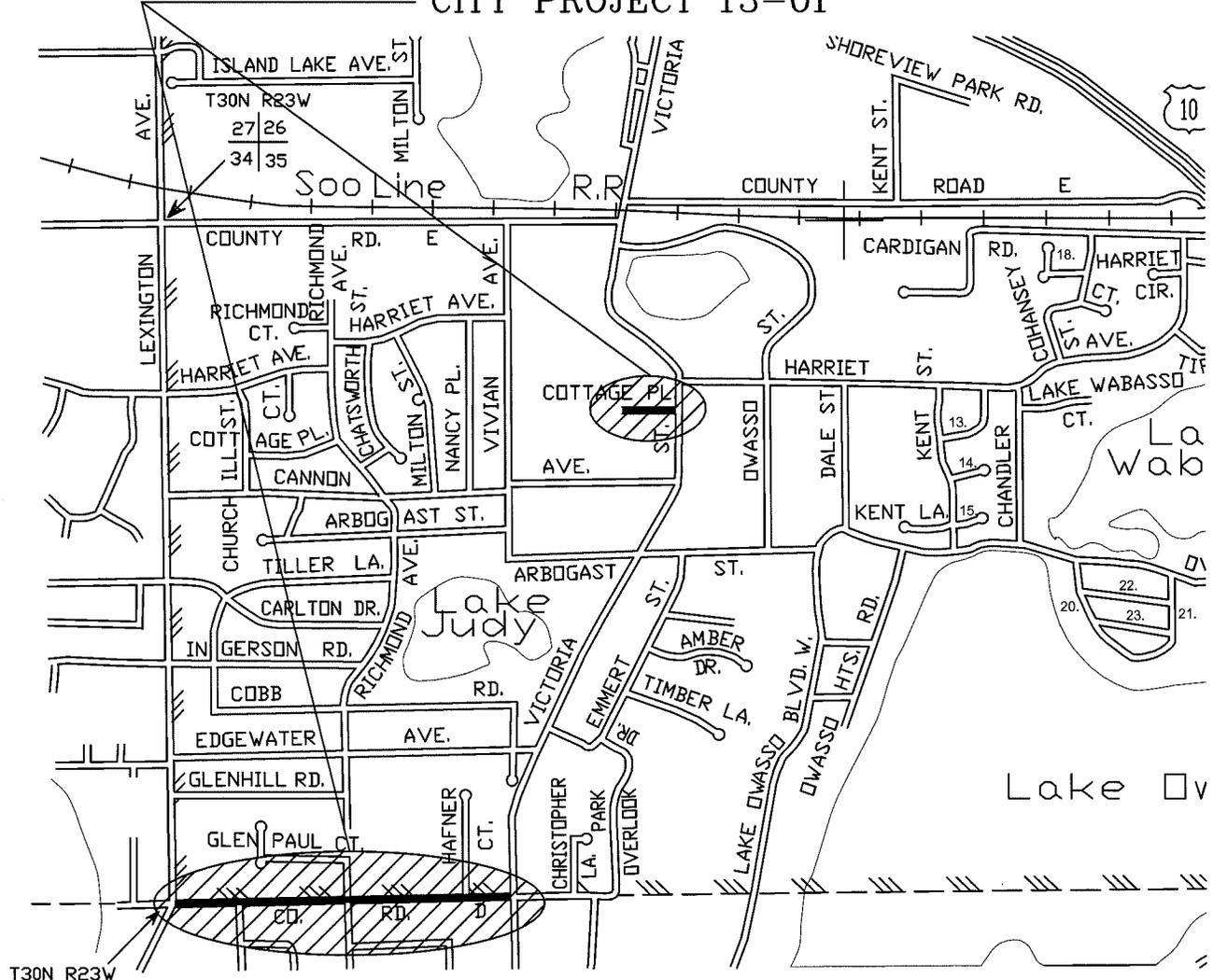
Shoreview

CITY OF SHOREVIEW

COUNTY ROAD D/COTTAGE PLACE NEIGHBORHOODS

RECONSTRUCTION

CITY PROJECT 13-01



LOCATION MAP
EXHIBIT 1
MAY 2012

NO SCALE

STREET RECONSTRUCTION AGREEMENT

This Agreement is made on _____, 2012, between the City of Shoreview, a Minnesota municipal corporation (“Shoreview”), and the City of Roseville, a Minnesota municipal corporation (“Roseville”).

1. PURPOSE

Shoreview and Roseville (Collectively the “Cities”) have determined that it is in the best interests of the residents of each city to undertake in a cooperative fashion the reconstruction of County Road D between Lexington Avenue and Victoria Street (the “Project”). The goal of the Cities is to provide for a coordinated cost effective completion of the Project. The purpose of this agreement is to set forth the terms governing the design and construction of the Project.

2. PROJECT

2.1 The Project shall consist of the facilities identified in Exhibit A hereto, subject to modification as provided herein.

2.2 The costs of the Project shall be paid by the Cities as provided in Section 6.1 hereof.

2.3 Inclusion of items not identified in Exhibit A, such as additional landscaping, sidewalks, or street lighting are at the discretion of each city. The cost of such additional items is the sole responsibility of the city that approves such additions.

3. FEASIBILITY REPORT

3.1 Shoreview shall prepare a feasibility report for the Project. The feasibility report shall describe the existing conditions, proposed public infrastructure improvements, preliminary cost estimate, and estimated assessments for the Project.

4. DESIGN

4.1 If the feasibility study is approved by each city council, Shoreview shall prepare engineering drawings, specifications, and construction plans for the Project. The construction plans shall include a cost estimate. The final cost estimate shall include all costs associated with the Project as well as a contingency budget for unforeseeable circumstances associated with the construction. Shoreview shall comply with any requirements of Minnesota law with respect to approvals of such plans and specifications.

4.2 Final construction plans, engineering drawings, specifications and cost estimates shall be submitted to each city for the approval of each city council.

6.4 If this Agreement is terminated under Section 8 hereof, both cities shall nevertheless be liable for the payment of their cost share which is incurred up to the date of termination of this Agreement, or as a result of termination of this Agreement.

7. SERVICES TO BE PROVIDED BY SHOREVIEW

7.1 Shoreview will provide qualified engineering employees to perform street and utility design and related technical services to the Project. These services include:

- a) Complete design and feasibility studies;
- b) Conduct public meetings, including informational meetings and meetings with each city council if necessary;
- c) Prepare plans and specifications;
- d) Manage contracts made for completion of the Project and for items outside the Project included in section 2.3 hereof;
- d) Supervise construction, including inspection of the work;

7.2 Shoreview may, at its discretion, contract with a qualified third party to conduct or complete any or all of these services. Shoreview employees shall be billed at their direct salary expenses.

8. DISPUTE RESOLUTION

8.1 If a dispute arises between the Cities regarding this agreement or the construction of the Project, the City Manager of each city, or their designees, must promptly meet and attempt in good faith to negotiate a resolution of the dispute.

8.2 If the Cities have not negotiated a resolution of the dispute within 30 days after this meeting, the Cities may jointly select a mediator to facilitate further discussion.

8.3 If a mediator is not used or if the Cities are unable to resolve the dispute within 30 days after the first meeting with the selected mediator, the dispute shall be adjudicated in civil court.

8. GENERAL PROVISIONS

8.1 All notices under this agreement must be delivered personally or sent by first class mail addressed to:

If to Shoreview: Terry Schwerm
City of Shoreview
4600 Victoria Street N.
Shoreview, MN 55126

**EXHIBIT A
THE PROJECT**

The project shall consist of reconstruction County Road D between Lexington Avenue with a paved surface and barrier style concrete curb and gutter as per MnDOT's municipal state aid standards. The watermain shall be replaced and sanitary sewer shall be repaired/replaced as needed. A storm water collection and treatment system shall also be constructed.

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to adopt Resolution No. 12-39 authorizing the advertisement for bids for the 2012 Seal Coating Program, City Project 12-05, and authorize the taking of bids on June 13, 2012, 10:00 a.m., at the Shoreview City Hall.

ROLL CALL:	AYES	NAYS
HUFFMAN	_____	_____
QUIGLEY	_____	_____
WICKSTROM	_____	_____
WITHHART	_____	_____
MARTIN	_____	_____

REGULAR COUNCIL MEETING
MAY 21, 2012

TO: MAYOR, CITY COUNCIL, CITY MANAGER

FROM: THOMAS L. HAMMITT
SENIOR ENGINEERING TECHNICIAN

DATE: MAY 16, 2011

SUBJECT: 2012 SEAL COATING PROGRAM
CITY PROJECT 12-05
AUTHORIZE ADVERTISEMENT FOR BIDS

INTRODUCTION

Annually the Public Works Department requests bids for seal coating City streets. This year's program includes various streets surrounding Snail Lake. Council authorization is necessary to advertise for bids.

BACKGROUND

The Public Works Department utilizes various resources for street maintenance work each year. The Street Maintenance Division does our own crack sealing, patching and crosswalk painting. We generally contract with vendors for the road striping and request bids for street seal coating. Seal coating is a maintenance strategy that extends the life of asphalt streets. The City seal coats every street on a regular cycle. The City is divided into seven zones. A map of the seal coating zone is attached for reference. This year's street seal coating project is in Zone 5. This is generally the streets surrounding Snail Lake and the "pie" area east of Hodgson and south of Snail Lake Road. Gramsie Road from Victoria Street to Rice Street is also included in this year's program. It is anticipated that the project will be completed in June/July.

PROJECT COST

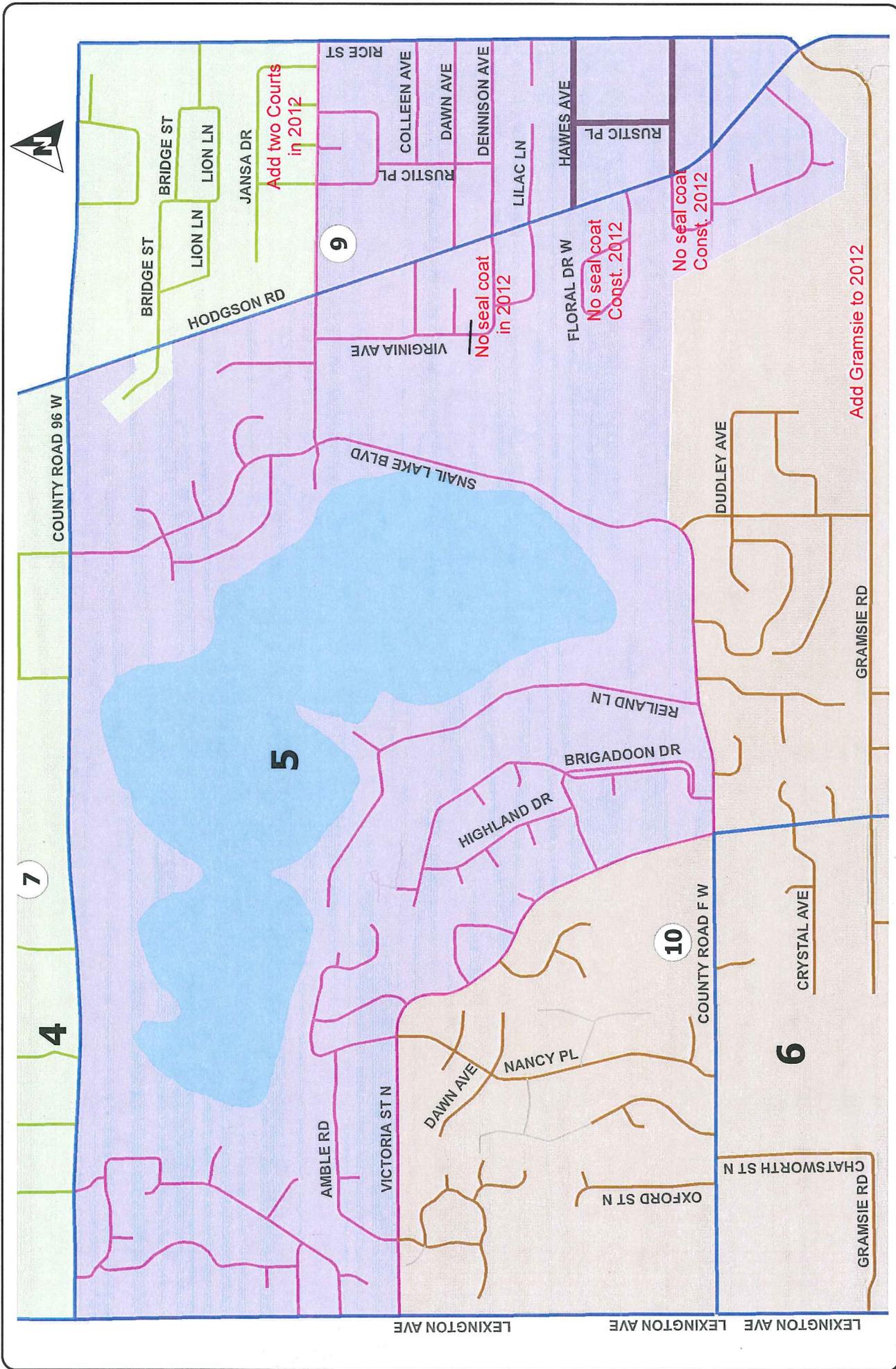
For 2012, the Capital Improvement Program allocates \$265,400 for seal coating. An additional \$19,000 is allocated for the crack-sealing program. The crack sealing will be completed in June. At this time, based on information received from other City's bids, the Shoreview should expect item costs to be about the same last years.

RECOMMENDATION

It is recommended that the City Council authorize the advertisement for bids for the 2012 seal coating program and that bids be opened on Thursday June 13, 2012 at 10:00 a.m.

#12-05

t:\projects\sealcoat\2012\council\authbid



Seal Coat Zone 5

- Zone 4 - 205,519 sq yards (2011)
 - Zone 5 - 205,688 sq yards (2012)
 - Zone 6 - 208,273 sq yards (2013)
 - County Road/State Highway
 - Concrete surface
 - Private Roads
 - Parking Lots
- Parking Lots**
7. Community Center (4)
 9. Sitzer Park (5)
 10. Wilson Park (6)



*** PROPOSED ***

**EXTRACT OF MINUTES OF MEETING OF THE
CITY COUNCIL OF SHOREVIEW, MINNESOTA**

HELD MAY 21, 2012

* * * * *

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota, was duly called and held at the Shoreview City Hall in said City on May 21, 2012, at 7:00 p.m. The following members were present:

and the following members were absent:

Member introduced the following resolution and moved its adoption.

RESOLUTION NO. 12-39

**RESOLUTION AUTHORIZING THE ADVERTISEMENT OF BIDS
2012 SEAL COATING PROGRAM
CITY PROJECT 12-05**

WHEREAS, the Public Works Department has prepared plans and specifications for the 2012 Street Seal Coating Program and such plans should be advertised in the legal and trade publications.

NOW, THEREFORE, be it resolved by the City Council of Shoreview, Minnesota, that:

The City Manager shall prepare and cause to be inserted in the official newspaper an Advertisement for Bids for the making of such improvement under such plans and specifications. The advertisement shall be published indicating the date of the bid opening, shall specify the work to be done, that the bids are the responsibility of the bidder and shall state that bids are to be received by the City until 10:00 a.m., local time, on June 13, 2012, at which time they will be publicly opened in the Council Chambers of the City Hall by two or more designated officers of the City.

The motion for the adoption of the foregoing resolution was duly seconded by Member and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted this 21st day of May, 2012.

STATE OF MINNESOTA)
)
COUNTY OF RAMSEY)
)
CITY OF SHOREVIEW)

I, the undersigned, being the duly qualified and acting Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council held on the 21st day of May, 2012, with the original thereof on file in my office and the same is a full, true and complete transcript therefrom insofar as the same relates authorizing the advertisement for bids on the 2012 Seal Coating Program.

WITNESS MY HAND officially as such Manager and the corporate seal of the City of Shoreview, Minnesota, this 22nd day of May 2012.

Terry Schwerm
City Manager

SEAL

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to adopt Resolution No. 12-35 approving plans and specifications for Water System Improvements – Weston Woods Booster Station, City Project 12-02, and ordering the taking of bids on Tuesday, June 26, 2012 at 11:00 a.m., at the Shoreview City Hall.

ROLL CALL:	AYES	NAYS
HUFFMAN	_____	_____
QUIGLEY	_____	_____
WICKSTROM	_____	_____
WITHHART	_____	_____
MARTIN	_____	_____

REGULAR COUNCIL MEETING
May 21, 2012

TO: MAYOR, CITY COUNCIL, CITY MANAGER

FROM: TOM WESOLOWSKI, CITY ENGINEER

DATE: MAY 15, 2012

SUBJECT: APPROVE PLANS & SPECIFICATIONS FOR WATER SYSTEM
IMPROVEMENTS – WESTON WOODS BOOSTER STATION,
CITY PROJECT 12-02

INTRODUCTION

The City Council previously authorized the hiring of Progressive Consulting Engineers, Inc. to prepare plans and specifications and provide construction coordination activities for Water System Improvements – Weston Woods Booster Station, City Project 12-02. Plans and specifications have been prepared, and the project is on schedule to proceed to the public bidding phase. City Council authorization for public bidding is required at this time.

DISCUSSION

Based on low water pressure complaints received from residents that live in the Weston Woods townhomes a modeling study was completed in 2011 on the water distribution system in that area. The study confirmed that the area experiences water pressures well below the City average during peak usage times and fire flow situations. This area of Shoreview has some of the highest elevations in the City, which is the primary cause for the low water pressure. To increase the water pressure in the area underground in-line booster pumps will be installed on the watermain that supplies the area. The booster pumps will increase the pressure within the Weston Woods area to a level consistent with most areas in the City and ensure adequate fire flows in the future.

RECOMMENDATION

It is recommended that the City Council adopt Resolution 12-35 approving the plans and specifications for Water System Improvements – Weston Woods Booster Station, City Project 12-02 and authorize the taking of bids.

TEW/
#12-02

**EXTRACT OF MINUTES OF MEETING OF THE
CITY COUNCIL OF SHOREVIEW, MINNESOTA
HELD MAY 21, 2012**

* * * * *

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota, was duly called and held at the Shoreview City Hall in said City on May 21, 2012, at 7:00 p.m. The following members were present: and the following members were absent:

and the following members were absent:

Member introduced the following resolution and moved its adoption.

RESOLUTION NO. 12-35

APPROVING PLANS AND SPECIFICATIONS
AND ORDERING THE TAKING OF BIDS FORE
WATER SYSTEM IMPROVEMENTS – WESTON WOODS BOOSTER STATION
CITY PROJECT 12-02

WHEREAS, plans and specifications for Water System Improvements – Weston Woods Booster Station, C.P. 12-02, have been prepared and presented to the City Council for approval.

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

1. The plans and specifications for Water System Improvements – Weston Woods Booster Station, City Project 12-02, are hereby approved.
2. The City Manager shall prepare and cause to be inserted in the official newspaper an Advertisement for Bids for the making of such improvement under such approved plans and specifications. The advertisement shall be published at least twice, at least three weeks prior to the bid opening, shall specify the work to be done, that the bids are the responsibility of the bidder, and shall state that bids are to be received by the City until 11:00 a.m., local time, on Tuesday, June 26, at which time they will be publicly opened in the Council Chambers of the City Hall by two or more designated officers of the City.

MOTION

MOVED BY COUNCIL MEMBER: _____

SECONDED BY COUNCIL MEMBER: _____

To extend the 60-day review period to 120 days for the applications submitted by Lakeview Terrace/Tycon Companies for the redevelopment of the Midland Plaza retail center, 3588 Owasso Street.

ROLL CALL: AYES _____ **NAYS** _____

Huffman	_____	_____
Quigley	_____	_____
Wickstrom	_____	_____
Withhart	_____	_____
Martin	_____	_____

Regular City Council Meeting
May 21, 2012

t:\2012pcf\2446-12-09\midland5-21-12ccmotion

TO: Mayor, City Council and City Manager

FROM: Kathleen Nordine, City Planner

DATE: May 16, 2012

SUBJECT: Extend Review Period: Case File 2446-12-09, Comprehensive Plan Amendment, Preliminary Plat, Rezoning and Planned Unit Development – Development Stage – Lakeview Terrace/Tycon Companies – 3588 Owasso Street (Midland Terrace)

Introduction

Lakeview Terrace/Tycon Companies submitted several applications for the redevelopment of the Midland Plaza retail center, 3588 Owasso Street, with an upscale market rate rental apartment building. Midland Plaza is located on the northeast corner of Victoria Street and Owasso Street. The applicant submitted the following applications:

- 1) Comprehensive Plan Amendment changing the designated land use from C, Commercial to RH, High-Density Residential
- 2) Preliminary Plat – to plat the property for development
- 3) Rezoning – Rezoning the property from C1, Retail Service and R3, Multi-family residential to PUD, Planned Unit Development, Development Stage
- 4) PUD, Planned Unit Development, Development Stage – to develop the property with a 104 unit apartment building.

The applications were deemed complete as of April 11, 2012. The Planning Commission reviewed these applications at a public hearing on April 24th and recommended approval to the City Council. The applicant is re-evaluating the proposed site and building design plans in light of comments received by the Commission and general public and for financial feasibility. As a result, review of the applications is being delayed. Staff anticipates that revised plans will be heard by the Commission at their June 26th meeting and then by the City Council in July. A meeting notice will be mailed to surrounding property owners.

In accordance with State Statute, a municipality must approve or deny a request related to zoning within 60 days, otherwise it is deemed approved. This initial 60-day review period may be extended up to 120 days provided the applicant is notified in writing of the City's intent to take additional time to consider the application and the reason for the extension.

Recommendation

Due to the anticipated changes in the submitted site and building plans for the Lakeview Terrace project, Staff is recommending the City extend the 60-day review period to 120 days.

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

To approve the Resolution 12-40 accepting donations to the City of Shoreview from the Shoreview Historical Society in the amount of \$8,015 to be used in the restoration of the Guerin Gas station.

ROLL CALL: AYES _____ NAYS _____

HUFFMAN _____ _____

QUIGLEY _____ _____

WICKSTROM _____ _____

WITHHART _____ _____

MARTIN _____ _____

TO: MAYOR AND CITY COUNCIL

**FROM: TESSIA MELVIN
ASSISTANT TO CITY MANAGER/COMMUNICATIONS**

DATE: MAY 18, 2012

**SUBJECT: ACCEPTANCE OF DONATIONS FOR THE GUERIN GAS STATION
RESTORATION**

INTRODUCTION

The Shoreview Historical Society recently awarded the City of Shoreview a check in the amount of \$8,015 to be used for the restoration of the Guerin gas station. The newly restored gas station is currently located at the Lepak-Larson house in Shoreview.

BACKGROUND

The Guerin gas station was donated to the Historical Society several years ago. It was standing for many years at the Maintenance Center. The Guerin gas station was originally located at the corner of North Owasso Boulevard and Rice Street. The local store was frequented by famous icons that include: railroad barron James J. Hill and the members of the Barker Gang.

The City of Shoreview collaborated with the Shoreview Historical Society to hire Clayburgh Preservation Architecture to determine what rehabilitation was needed on the station and identify potential sites for the station. During the past several months, the station was restored and it has now been placed at the historic Lepak/Larson property near the intersection of Lexington Avenue and County Road I. The Historical Society recently presented the City a \$8,015 contribution toward the renovation project.

RECOMMENDATION

Pursuant to State law, the Council must officially accept any gifts of financial value. It is recommended that the Council adopt Resolution 12-40 accepting donation for the restoration of the Guerin Gas station from the Shoreview Historical Society in the amount of \$8,015.

**EXTRACT OF MINUTES OF MEETING OF THE
CITY COUNCIL OF SHOREVIEW, MINNESOTA
HELD MAY 21, 2012**

* * * * *

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota was duly called and held at the Shoreview City Hall in said City on May 21, at 7:00 p.m.

The following members were present:

And the following members were absent:

Councilmember _____ introduced the following resolution and moved its adoption.

RESOLUTION NO. 12-40

A RESOLUTION ACCEPTING A DONATION FROM THE SHOREVIEW HISTORICAL SOCIETY TO BE USED FOR THE RESTORATION OF THE GUERIN GAS STATION

WHEREAS, the City of Shoreview has received a donation of \$8,015 from the Shoreview Historical Society.

WHEREAS, the City Council is appreciative of the donation.

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Shoreview, acknowledges and accepts the donation with gratitude and that the donation will be appropriated to the City's Capitol Improvement Fund for the payment of the restoration of the Guerin Gas station.

The motion of the foregoing resolution was duly seconded by Member _____ and upon a vote being taken thereon, the following voted in favor thereof:

And the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted the 21st day of May, 2012.

STATE OF MINNESOTA)

COUNTY OF RAMSEY)

CITY OF SHOREVIEW)

I, the undersigned, being the duly qualified City Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council on the 3rd day of January, with the original thereof on file in my office and the same is full, true and complete transcript therefrom insofar as the same relates to the acceptance of gift for the the City of Shoreview

WITNESS MY HAND officially as such City Manager and the corporate seal of the City of Shoreview, Minnesota this 22nd day of May, 2012.

Terry C. Schwerm, City Manager

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

To adopt Ordinance No. 895 revising regulations relating to peddlers.

ROLL CALL:	AYES	NAYS
HUFFMAN	_____	_____
QUIGLEY	_____	_____
WICKSTROM	_____	_____
WITHHART	_____	_____
MARTIN	_____	_____

TO: MAYOR AND COUNCILMEMBERS

**FROM: TERRI HOFFARD
DEPUTY CLERK**

DATE: MAY 17, 2012

SUBJECT: AMENDMENT TO PEDDLER REGULATIONS

INTRODUCTION

The City Council is being asked to adopt Ordinance No. 895 amending the City's regulations relating to peddlers.

BACKGROUND

The City receives many requests for peddler/solicitor permits throughout the year with the majority of requests being received during the summer months. Although the City has routinely required background checks and charged a fee for all solicitors/peddlers, our regulations only specify that peddlers are required to obtain a permit. Further, our current definition of peddlers and solicitors also make it difficult to distinguish between peddlers and solicitors. In order to be consistent in our licensing process and practices, the proposed revision being made includes the requirement for solicitors to also obtain a permit. Exhibit B, Administrative Fee Schedule, has also been revised to include the permit fee of \$100 for both peddlers and solicitors.

Staff is also recommending that during the next several months we undertake a review of our peddler and solicitor regulations. The League of Minnesota Cities has written a comprehensive report regarding the regulation of peddlers and solicitors and also prepared a draft ordinance. Based on this report, the staff believes that our existing regulations need to be updated. There are several policy provisions that need to be researched and discussed with the Council prior to adoption of new regulations. The proposed amendment is viewed as a minor revision that will make the current practices and regulations clear to both solicitors and peddlers.

RECOMMENDATION

Based on the foregoing information, it is recommended that the City Council approve Ordinance No. 895 revising the regulations for peddlers/solicitors.

709 Peddlers

709.010 Definition. As used in this Chapter, the following terms shall mean:

- (A) "Peddler" shall mean an individual traveling from place to place within the City, by whatever means of transportation, for the purpose of selling, offering for sale or taking orders for the sale of goods or services, of whatever kind, for present or future delivery including any person who utilizes or occupies any permanent or temporary building, structure or portions thereof, within the City, for the purpose of sales, exhibiting samples or taking orders for future delivery.
- (B) "Solicitor" shall mean an individual traveling from place to place within the City, by whatever means of transportation, for the purpose of approaching another in their home to make a request for a donation of money or services.

709.020 Permit Exemptions. The permit provisions of this Chapter shall not apply to the following individuals but such individuals shall register with the City Manager as hereinafter provided:

- (A) Sales made to dealer or permanent merchants by commercial travelers selling in the usual course of business;
- (B) Sheriffs, constables, bona fide assignees, receivers or trustees in bankruptcy or other public officers selling goods, wares and merchandise according to law;
- (C) Bona fide residents of the State selling fruits, vegetables, dressed meats, fowl or other farm products which were produced on land within the State under the ownership or control of the vendor provided that such sales occur only in areas permitted by the City's Development Regulations and only if such sales can be conducted without creating traffic hazards;
- (D) Sales made by bona fide non-profit organizations registered within the State of Minnesota, or solicitations made by individuals or organizations.

709.030 Registration Required. Any peddler or solicitor who is exempt from the permit requirements shall register with the City Manager. Registration shall be made on forms provided by the City Manager and no registration fee shall be required. Upon completion of the registration form, the City Manager shall issue a Certificate of Registration to the applicant. Certificates of Registration shall be non-transferable.

709.040 Permit Required. It shall be unlawful for any person to engage in business as a peddler without first obtaining a permit from the City Manager.

safety and welfare of the residents of the City. Such violations shall include but not be limited to: burglary, theft, larceny, swindling, fraud, unlawful business practices, and any form of actual or threatened physical harm against another person.

- (3) The revocation within the past five (5) years of any permit or license issued to the applicant for the purpose of conducting business as a peddler.
 - (4) The applicant is determined to have a bad business reputation, evidence of a bad business reputation shall include but not be limited to the existence of more than two (2) complaints against the applicant with the Better Business Bureau, the Attorney General's Office or other similar business consumer rights office or agency, within the preceding twelve (12) months, or five (5) such complaints against the applicant within the preceding five (5) years.
- (C) Contents of Permit. Each permit shall contain a signature and seal of the City Manager or the Manager's designee and shall indicate the name, address and photograph of the permittee, the kind of goods to be sold thereunder, the date of issuance, the term during which the permit shall be valid, the permit number and a description of any vehicle(s) which will be used in connection with such sales.
- (D) Permit Fee. A fee, in an amount to be determined from time to time by City Council resolution, shall be paid when the application is submitted.
- (E) Record. The City Manager shall keep records of all permits issued under this Chapter.
- (F) Display. Every peddler shall display the City-issued permit upon the request of any person.
- (G) Duration. Every permit issued under the provisions of this Chapter shall be valid for the period of time stated therein but in no event shall any such permit be issued for a period of time in excess of thirty (30) days.
- (H) Revocation. Any permit issued under this section may be revoked at the discretion of the City Manager for violation of any of the following:
- (1) Fraud, misrepresentation or incorrect statements on the application form.
 - (2) Fraud, misrepresentation or false statement made during the course of the permitted activity.
 - (3) Conviction of any offense for which granting a permit could have been denied.

- (I) False Statements. It shall be unlawful for any peddler or solicitor to make false or misleading statements about the product or services being sold, including untrue statements of endorsement. No peddler or solicitor shall claim to have the endorsement of any City solely based on the City having issued a permit or Certificate of Registration to that person.
- (J) Harassment. It shall be unlawful for any peddler or solicitor to remain on property of another when requested to leave, or to otherwise conduct business in a manner a reasonable person would find obscene, threatening, intimidating or abusive.

709.055 Candidates for Public Office. Candidates for public office are exempt from the provisions of this Chapter.

709.060 Severability. If any part or provision of this Chapter or the application thereof to any person, entity, or circumstances shall be adjudged unconstitutional or invalid by any Court of competent jurisdiction, such judgment shall be confined in its operation to the part of the provision or application which is directly involved in the controversy in which such judgment shall have been rendered, and shall not affect or impair the validity of the remainder of this Chapter or the application thereof to the other persons, entities or circumstances.

709.070 Misdemeanor. Any violation of this Chapter shall be a misdemeanor. Each day on which such violation continues shall constitute a separate offense.

CITY OF SHOREVIEW
COUNTY OF RAMSEY
STATE OF MINNESOTA

ORDINANCE NO. 895

AN ORDINANCE TO AMEND SECTION 709 OF CHAPTER 700 RELATING TO PEDDLERS AND
AMENDMENT TO EXHIBIT B, ADMINISTRATIVE FEE SCHEDULE

The Shoreview City Council ordains that Chapter 700, Section 709, Peddlers, is hereby amended by revising Section 709.040, Permit Required, as follows:

709.040 **Permit Required.** It shall be unlawful for any person to engage in business as a peddler/solicitor without first obtaining a permit from the City Manager.

EXHIBIT B

PEDDLER/SOLICITOR PERMIT (valid for 60 days) \$100.00

Effective Date. This ordinance shall be effective the day following its publication.

Sandra C. Martin, Mayor

Adoption Date. Passed by the City Council of the City of Shoreview the 21st day of May, 2012.

Publication Date. Published on the _____ day of _____, 2012.

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to adopt Resolution No.12-38, which accepts the base bid and alternate no.1 from C. W. Houle, Inc for the Floral Drive, County Rd. F, Demar Ave. Reconstruction Project, City Project #12-01 and authorize the Mayor and City Manager to execute a construction contract in the amount of \$1,215,939.60.

ROLL CALL:	AYES	NAYS
HUFFMAN	_____	_____
QUIGLEY	_____	_____
WICKSTROM	_____	_____
WITHHART	_____	_____
MARTIN	_____	_____

REGULAR COUNCIL MEETING
MAY 21, 2012

TO: MAYOR, CITY COUNCIL, AND CITY MANAGER

FROM: GLEN M. HOFFARD, SENIOR ENGINEERING TECHNICIAN

DATE: MAY 16, 2012

SUBJECT: RECEIPT OF BIDS AND AWARD OF CONTRACT FOR:
 FLORAL DRIVE, COUNTY ROAD F, DEMAR AVE.
 RECONSTRUCTION, CITY PROJECT NO.12-01

INTRODUCTION

Sealed bids were received and opened on May 9, 2012, for the Floral Drive, County Rd. F, Demar Ave. Reconstruction, City Project #12-01. The project location is shown on the attached drawing. The bid package also included additional items related to a major storm sewer maintenance project that is required on existing City storm sewer infrastructure located on the north end of Richmond Avenue. The maintenance project was included in the bid to gain an economy of scale by combining the smaller maintenance project with the larger reconstruction project. Council action is required to award the construction contract.

DISCUSSION

On April 2, 2012, the City Council approved the plans and specifications and ordered the taking of bids for the Floral Drive, County Rd. F, Demar Ave. Reconstruction, City Project #12-01. Accordingly, on May 9, 2012, two bids were received and opened for City Project #12-01. All bids were submitted with proper bid security in the amount of five (5) percent of the total amount of the bid as required by the project manual. The base bids with each alternate are listed below:

<u>Contractor</u>	<u>Base Bid w/ Alt. #1</u>	<u>Base Bid w/ Alt #2</u>	<u>Base Bid w/Alt#3</u>
C. W. Houle, Inc.	\$1,215,939.60	\$1,313,289.60	\$1,365,939.60
T.A. Schifsky & Sons Inc.	\$1,378,439.63	\$1,468,045.63	\$1,521,019.63
Engineer's Estimate:	\$1,200,233.50	\$1,278,288.50	\$1,318,788.50

Recent changes in the construction market has made concrete pavement more competitive in price with bituminous pavement than in the past. In an effort to take advantage of the competitive pricing, three alternates were included for the surface of the road; bituminous pavement (alternate #1), concrete pavement fixed form (alternate #2) and concrete pavement slip form (alternate #3). Fixed form concrete is placed by hand between forms secured to the ground similar to how a driveway is installed. This was how the concrete was placed for the Hawes/Demar/Rustic Reconstruction Project in 2010. Slip form concrete is placed by a machine that forms the concrete into a uniform slab. This is how the concrete is placed for state and county concrete road projects. The total bid submitted consisted of the combined total of a base bid and each alternate.

Given the above information, C.W. Houle, Inc. is the lowest responsible bidder for all three alternates. C.W. Houle, Inc. has performed work for the City in the past, most recently in 2011 on the Buffalo Lane Reconstruction Project. C.W. Houle, Inc. has previously demonstrated that they have the necessary resources to complete the project.

BID RESULTS

The responsive low bid for the base bid with alternate #1 (bituminous pavement) is within 1% of the engineers estimate. The alternative bids for concrete pavement are approximately \$100,000-\$150,000 more than the bituminous alternative, which is 8-12% higher than the engineers estimate.

Concrete pavements usually have a higher initial cost, but lower life-cycle costs due to a longer service life can sometimes justify the higher initial cost. This was the case with the Hawes/Demar/Rustic Reconstruction Project that was completed in 2010. For this year's project the initial expense for concrete pavement is quite a bit higher than the bituminous pavement alternative and is not justified based on the projected life cycle costs for the two types of pavement. For this reason staff is recommending the bituminous alternative for the project. The low bid for the bituminous alternative results in a total estimated project cost of \$1,504,923. The estimated total project costs include an allowance for engineering, administration, and contingency items.

COSTS

The following is a comparison of the engineer's estimate to the estimated total project costs for the proposed improvements and maintenance project based on the low bid with the bituminous alternate:

<u>Item</u>	<u>Eng. Estimate</u>	<u>Bid Award</u>
Street Construction	\$ 722,545	\$ 626,924
Storm Sewer	\$ 329,172	\$ 339,236
Water main	\$ 365,119	\$ 425,963
Sanitary Sewer	\$ 67,125	\$ 109,800
Total Estimate Construction Cost	\$ 1,483,961	\$ 1,501,923

The total estimated project costs include an allowance for engineering, administration, easements, and contingency items.

PROJECT FUNDING

Funding sources for the proposed improvements are as follows:

Street

Street Renewal	\$ 493,471
Assessments/Bonds	\$ 88,995
Street Maintenance (storm sewer repair)	\$ 22,229
Surface Water Fund	\$ 22,229

Storm Sewer

Surface Water Fund	\$ 288,248
Assessments/Bonds	\$ 50,988

Water

Water Fund	\$ 425,963
------------	------------

Sanitary Sewer

Sewer Fund	<u>\$ 109,800</u>
------------	-------------------

Total Estimated Funding	\$1,501,923
-------------------------	-------------

RECOMMENDATION

It is recommended that the City Council adopt the attached resolution and accept the base bid and alternate bid #1 (Bituminous Pavement) from C. W. Houle, Inc. for the Floral Drive, County Rd. F, Demar Ave. Reconstruction, City Project #12-01 and authorize the Mayor and City Manager to execute a construction contract in the amount of \$1,215,939.60.

**EXTRACT OF MINUTES OF MEETING OF THE
CITY COUNCIL OF SHOREVIEW, MINNESOTA**

HELD MAY 21, 2012

* * * * *

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota, was duly called and held at the Shoreview City Hall in said City on May 21, 2012, at 7:00 pm. The following members were present:

and the following members were absent:

Member introduced the following resolution and moved its adoption.

RESOLUTION NO. 12-38

ACCEPTING THE LOWEST RESPONSIVE BID
AND AUTHORIZING THE EXECUTION OF A CONTRACT
FOR THE FLORAL DRIVE, COUNTY RD. F, DEMAR AVE.
RECONSTRUCTION, CITY PROJECT NO. 12-01

WHEREAS, the City of Shoreview has programmed in the Capital Improvement Program for the Floral Drive, County Rd. F, Demar Ave. Reconstruction Project, City Project #12-01, and

WHEREAS, pursuant to an advertisement for bids for the improvement of City Project #12-01, bids were received, opened, and tabulated according to law, and the following bids received complying with the advertisement:

<u>Contractor</u>	<u>Alternate No.1</u>	<u>Alternate No.2</u>	<u>Alternate No.3</u>
C. W. Houle, Inc.	\$1,215,939.60	\$1,313,289.60	\$1,365,939.60
T. A. Schifsky & Sons, Inc.	\$1,378,439.63	\$1,468,045.63	\$1,521,019.63
Engineer's Estimate:	\$1,178,788.50	\$1,256,843.50	\$1,297,343.50

WHEREAS, the City staff is recommending the City Council award the Base Bid and Alternate No.1 to the lowest responsible bidder, C. W. Houle, Inc.

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

1. All bids were received as submitted on May 9, 2012.
2. The Base Bid and Alternate No.1 from C. W. Houle, Inc., in the amount of \$1,215,939.60 is hereby accepted and the Mayor and City Manager are hereby authorized and directed to enter into a construction contract for City Project #12-01 with the lowest responsible bidder, C. W. Houle, Inc.

The motion for the adoption of the foregoing resolution was duly seconded by Member and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted this 21st day of May 2012.

STATE OF MINNESOTA)
)
COUNTY OF RAMSEY)
)
CITY OF SHOREVIEW)

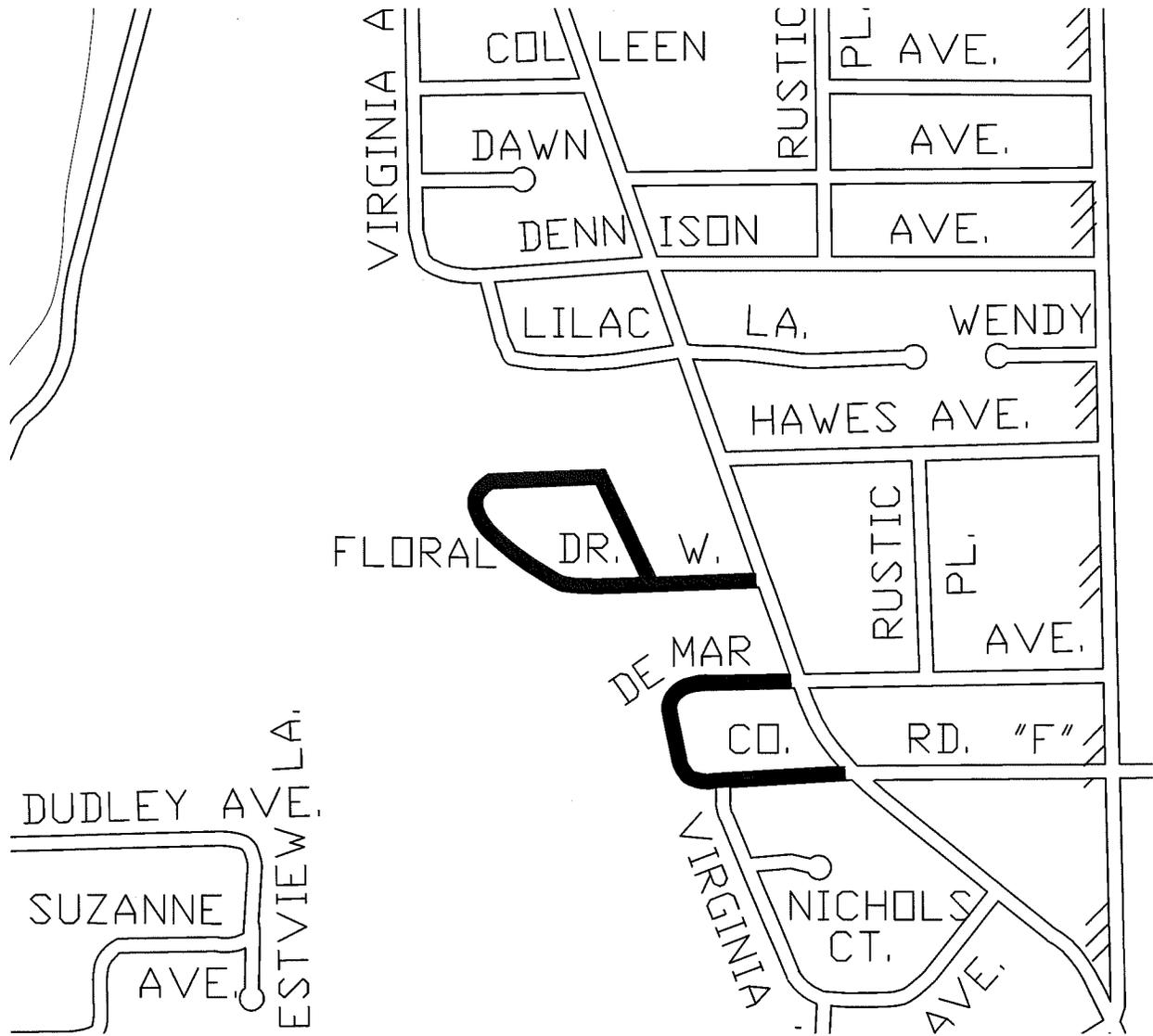
I, the undersigned, being the duly qualified and acting Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council held on the 21st day of May, 2012, with the original thereof on file in my office and the same is a full, true and complete transcript therefrom insofar as the same relates to award of contract for City Project #12-01.

WITNESS MY HAND officially as such Manager and the corporate seal of the City of Shoreview, Minnesota, on this 22nd day of May 2012.

SEAL

Terry Schwerm
City Manager

CITY OF SHOREVIEW
COUNTY RD F, DEMAR AVE. & FLORAL DR.
RECONSTRUCTION
CITY PROJECT NO. 12-01



LOCATION MAP
DECEMBER 2011

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to approve Resolution No. 12-36 establishing the project and ordering the preparation of a report determining the feasibility of street/infrastructure reconstruction of Red Fox Road, City Project 12-04.

ROLL CALL:	AYES	NAYS
HUFFMAN	_____	_____
QUIGLEY	_____	_____
WICKSTROM	_____	_____
WITHHART	_____	_____
MARTIN	_____	_____

TO: MAYOR, CITY COUNCIL, CITY MANAGER
FROM: TOM WESOLOWSKI, CITY ENGINEER
DATE: MAY 15, 2012
SUBJECT: RED FOX ROAD RECONSTRUCTION, CITY PROJECT # 12-04
AUTHORIZE THE PREPARATION OF A FEASIBILITY REPORT

INTRODUCTION

Street reconstruction projects are typically initiated by the City Council directing the City Engineer to prepare a feasibility report describing the proposed improvements. Pursuant to the Chapter 429 of State Statutes, and consistent with the City's past practice on roadway improvement projects, it is required that the Council authorize the preparation of a feasibility report for the Red Fox Road Reconstruction, City Project 12-04.

DISCUSSION

Red Fox Road is the primary access for one of Shoreview's most intensely developed commercial areas, which is continuing to grow with the addition of the Stonehenge Retail Center. Due to the configuration of the road and spacing of access points for the businesses located along the road there are issues with traffic flow that cause congestion and delays, especially during peak traffic times. The traffic flow issues are expected to worsen with the addition of the retail center. See the attached map showing the location of the roadway considered for reconstruction.

The first step in the process to determine the necessary improvements to Red Fox Road is the preparation of a feasibility report. The feasibility report will include an evaluation of the existing street and utility infrastructure and provide improvement recommendations. The report will also include a cost estimate of any proposed improvements and identify sources of funding. Based on this estimate and the need for improvements, the report will determine if the proposed improvements are technically and financially feasible. During the preparation of the feasibility report staff will meet with the businesses adjacent to Red Fox Road to discuss the project and receive input.

Reconstruction of Red Fox Road is currently not included in the City's 5-year Capital Improvement Plan. The recommendation to authorize the preparation of a feasibility report is based on the current traffic issues experienced on Red Fox Road and the potential for an increase in traffic issues with the continued development.

RECOMMENDATION

It is recommended that the City adopt Resolution 12-36 establishing the project and ordering the preparation of a feasibility report for the reconstruction of Red Fox Road.

**EXTRACT OF MINUTES OF MEETING OF THE
CITY COUNCIL OF SHOREVIEW, MINNESOTA
HELD MAY 21, 2012**

* * * * *

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota, was duly called and held at the Shoreview City Hall in said City on May 21, 2012 at 7:00 p.m. The following members were present:

and the following members were absent:

Councilmember introduced the following resolution and moved its adoption.

RESOLUTION NO. 12-36

ORDERING PREPARATION OF A FEASIBILITY REPORT
FOR
RED FOX ROAD RECONSTRUCTION, CITY PROJECT 12-04

WHEREAS, current traffic conditions on Red Fox Road warrant the preparation of a feasibility report to determine if the proposed improvements are technically and financial feasible, and to assess the benefited property for all or a portion of the cost of the improvement, pursuant to the Minnesota Statutes, Chapter 429.

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

1. Red Fox Road Reconstruction is hereby established as City Project 12-04.
2. That the proposed improvement be referred to the City Engineer for study and that he is instructed to report to the Council with all convenient speed advising them in a preliminary way as to whether the proposed improvement is feasible and as to whether it should best be made as proposed or in connection with some other improvement, and the estimated cost of the improvement as recommended.

The motion for the adoption of the foregoing resolution was duly seconded by Member and upon vote being taken thereon, the following voted in thereof:

and the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted this 21st day of May 2012.

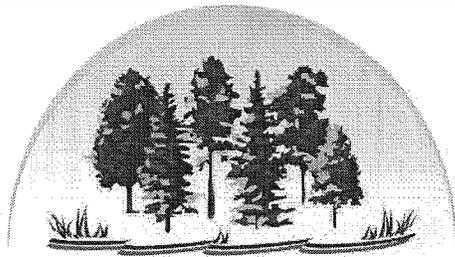
STATE OF MINNESOTA)
)
COUNTY OF RAMSEY)
)
CITY OF SHOREVIEW)

I, the undersigned, being the duly qualified and acting Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council held on the 21st day of May 2012, with the original thereof on file in my office and the same is a full, true and complete transcript therefrom insofar as the same relates to ordering the feasibility report for the Red Fox Road Reconstruction, City Project 12-04.

WITNESS MY HAND officially as such Manager and the corporate seal of the City of Shoreview, Minnesota, this 22nd day of May 2012.

Terry Schwerm
City Manager

SEAL



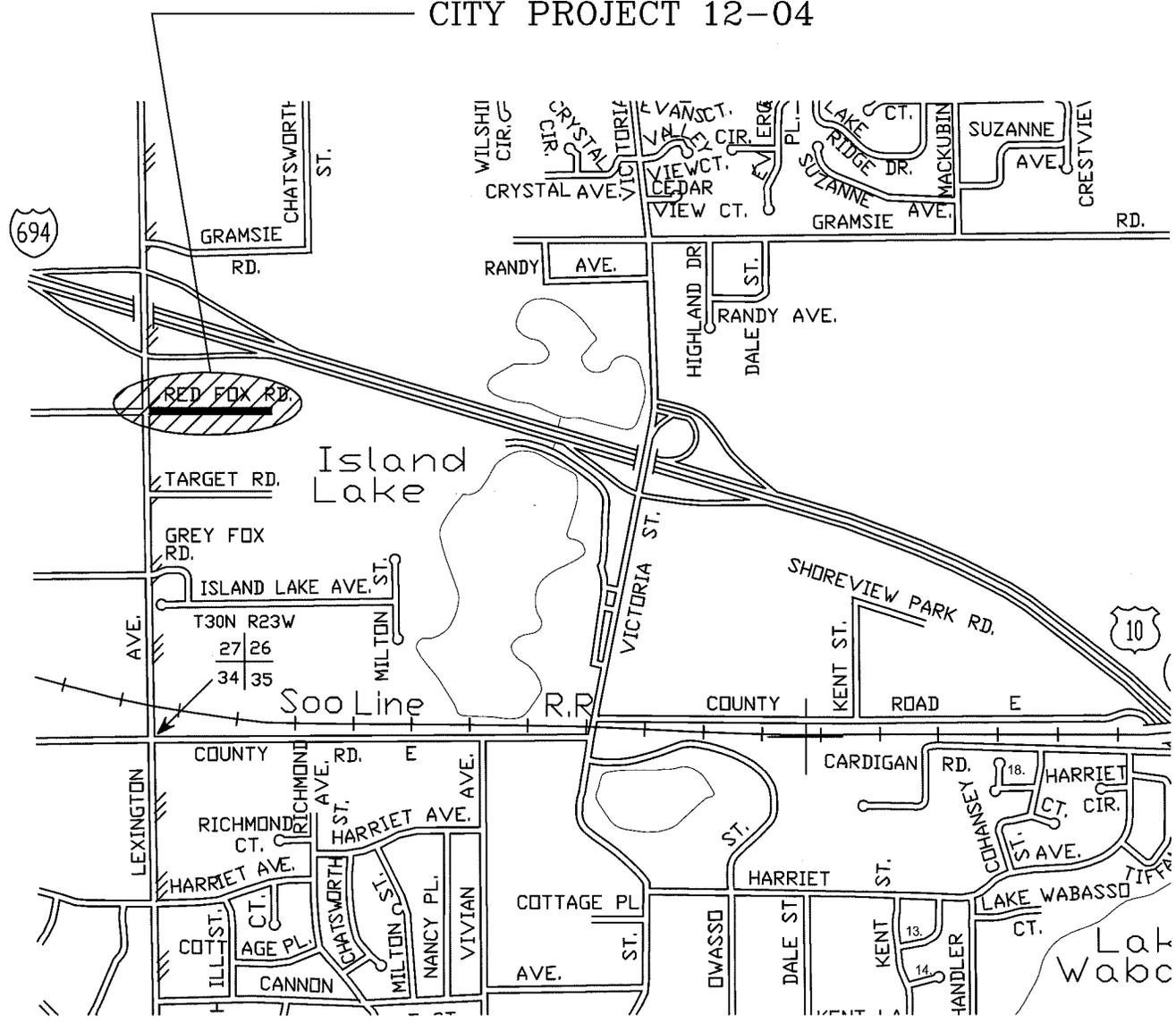
Shoreview

CITY OF SHOREVIEW

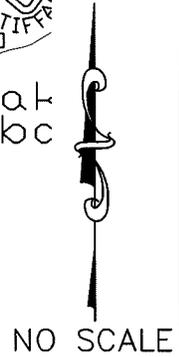
RED FOX ROAD

RECONSTRUCTION

CITY PROJECT 12-04



LOCATION MAP
EXHIBIT 1
MAY 2012



PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to approve the following liquor license renewals for the license term of July 1, 2012 to June 30, 2013:

<u>Establishment</u>	<u>Type of License</u>
Kozlak's Royal Oak Restaurant	On Sale Intoxicating and Sunday
Green Mill Restaurant	On Sale Intoxicating and Sunday
Meister's Bar and Grill	On Sale Intoxicating and Sunday
Hilton Garden Inn	On Sale Intoxicating and Sunday
Red Robin Gourmet Burger and Spirits	On Sale Intoxicating and Sunday
Red Ginger China Bistro	On Sale Intoxicating and Sunday
Bacchus Wine and Spirits	Off Sale Intoxicating
Back Yard Liquor	Off Sale Intoxicating
Rice Creek Liquor	Off Sale Intoxicating
Walt's Liquor, Wine and Spirits	Off Sale Intoxicating
Target	Off Sale 3.2 Malt Beverage
Rainbow Foods	Off Sale 3.2 Malt Beverage
Island Lake Golf Course	On Sale 3.2 Malt Beverage
Mansetti's Pizza and Pasta	On Sale 3.2 Malt Beverage and Wine
Wok Cuisine	On Sale 3.2 Malt Beverage and Wine

ROLL CALL: AYES _____ NAYS _____

HUFFMAN _____
QUIGLEY _____
WICKSTROM _____
WITHHART _____
MARTIN _____

Regular Council Meeting
May 21, 2012

TO: MAYOR AND COUNCILMEMBERS

**FROM: TERRI HOFFARD
DEPUTY CLERK**

DATE: MAY 10, 2012

SUBJECT: LIQUOR LICENSE RENEWALS

INTRODUCTION

The City Council must approve all liquor license renewals. All liquor license terms run from July 1st to June 30th of each year.

LICENSE RENEWALS

The following applications have been received for liquor license renewals:

<u>Establishment</u>	<u>License Type</u>
Kozlak's Royal Oak Restaurant	On Sale Intoxicating & Sunday
Green Mill Restaurant	On Sale Intoxicating & Sunday
Hilton Garden Inn	On Sale Intoxicating & Sunday
Meister's Bar and Grill	On Sale Intoxicating & Sunday
Red Robin Gourmet Burger and Spirits	On Sale Intoxicating & Sunday
Red Ginger China Bistro	On Sale Intoxicating & Sunday
Bacchus Wine and Spirits	Off Sale Intoxicating
Back Yard Liquor	Off Sale Intoxicating
Rice Creek Liquors	Off Sale Intoxicating
Walt's Liquor, Wine and Spirits	Off Sale Intoxicating
Target	Off Sale 3.2 Malt Beverage
Rainbow Foods	Off Sale 3.2 Malt Beverage
Island Lake Golf Course	On Sale 3.2 Malt Beverage
Mansetti's Pizza and Pasta	On Sale 3.2 Malt Beverage & Wine
Wok Cuisine	On Sale 3.2 Malt Beverage & Wine

STAFF COMMENTS

City liquor regulations require that criminal background checks be conducted, and all taxes and utility bills be paid in full prior to the issuance of a liquor license.

Background checks were conducted by the Ramsey County Sheriff's Department on the managers and owners and no significant violations were found. Staff also reviewed a list of police calls made to each establishment and found no significant issues that would cause concern. All property taxes are current and all utility accounts are up to date for each of the properties. All license fees have been paid and necessary insurance information received.

In addition, an alcohol compliance check was conducted by the Ramsey County Sheriff's Department on December 10, 2011. During this check, Wok Cuisine and Rainbow Foods sold alcohol to minors. This was Rainbow's first violation and their employees receive alcohol awareness training so they received a warning letter and an additional compliance check. This was Wok Cuisine's first violation also but Wok Cuisine employees do not participate in alcohol awareness training, therefore, they received and paid a \$500 fine and one additional compliance check. There were no violations made during the additional compliance checks.

RECOMMENDATION

It is recommended that the City Council approve the liquor license renewals as listed on the proposed motion.