

**CITY OF SHOREVIEW
AGENDA
CITY COUNCIL WORKSHOP
JANUARY 14, 2013
7:00 P.M.**

1. ROLL CALL
2. DISCUSSION REGARDING CITY CODE AND EMPLOYEE HANDBOOK UPDATES
3. STATUS UPDATE REGARDING ENVIRONMENTAL PROGRAM—MINNESOTA GREEN STEP CITIES AND REGIONAL INDICATORS PROGRAM
4. DISCUSSION REGARDING STREET REHABILITATION REQUEST
5. PRESENTATION BY NORTHWEST YOUTH AND FAMILY SERVICES
6. OTHER ISSUES
7. ADJOURNMENT

Memorandum

To: Mayor and City Council

From: Laurie D. Elliott, Human Resources Director *L. Elliott*

Date: January 9, 2013

Re: Proposed Amendment to City Code Section 309 - Code of Ethics
Rescission of Resolution 93-90 - Ethics and Elections Procedure Manual
Changes to Employee Handbook policy 4.65 - Code of Ethics

Introduction and Background

In 1993 the City Council appointed an Elections Task Force. This Task Force recommended the adoption of a Code of Ethics, the establishment of a standing Ethics and Elections Commission to provide oversight of local election campaigns, and the creation of procedures for filing complaints before a Shoreview Ethics and Elections Commission. The Council then directed this group to develop a Code of Ethics Ordinance for the Council's consideration.

Based on their recommendations the City Council approved the following:

City Code Section 309 - Code of Ethics: The Code of Ethics ordinance was developed by the Elections Task Force. The purpose of the Code of Ethics was to establish standards of conduct for all public servants of the City, including employees, the City Council, and committee/-commission members. After an initial draft they met with the City Council at a joint workshop meeting. An employee committee also reviewed the draft policy. The new Code of Ethics ordinance (City Code Section 309) was adopted on September 20, 1993.

Ethics & Elections Commission: The Code of Ethics ordinance was intended to establish a permanent standing Ethics and Elections Commission and this Commission is referenced under 309.040 (S) in the Municipal Code. The establishment of this committee was met with some resistance at the September 20, 1993 Council meeting. Concerns were raised regarding the makeup of the committee, gender, and political party balance, etc. The Council was also questioned about the timing of the ordinance so close to an upcoming election. It was decided to allow the current Task Force to serve in this role and that a permanent Election Commission would be appointed within one year prior to the next municipal election. Eventually this Task Force was disbanded and no one was ever appointed to a permanent commission. This was done in part because it was determined that the appropriate forum for election law complaints was the County Attorney's office, not a commission established by the City Council.

Procedure for Filing Complaints: Resolution No. 93-90 was also adopted at the September 20, 1993 meeting. This resolution adopted an Ethics and Elections Procedure Manual which outlined the process for filing complaints against public officials, the City Manager, or persons or entities providing services under contract to the City.

Discussion

The current Code of Ethics requires that all public officials (Councilmembers, committee/commission members) and employees complete a financial disclosure statement indicating any financial interests that may conflict with their official duties with the City. This disclosure is to be updated annually. The disclosure statement requests financial information on the public official/employee as well as immediate family members. Immediate family members include the spouse and any kin of the official/spouse including children, parents, siblings, grandparents, grandchildren, aunts, uncles, stepparents and/or legal guardians. In most cases a public official may not know all of the financial dealings of these family members. For employees, the original intent was for the financial disclosure to only affect top level employees. However, the Code does not make this distinction. This portion of the Code has never been implemented and staff is recommending it be deleted due to the broad-reaching and intrusive nature of the information requested (see attached form). During the annual financial audit all elected officials and key management staff are required to complete a public official conflict of interest form as required by State statute. This form requires public officials to certify they do not have financial conflicts of interest.

The second change being proposed is to remove all references to City employees. The Employee Handbook contains an edited version of the current Code of Ethics with only the information that is relevant to employees. The current ethics code was written primarily for City Council and committee members. Employees use the Handbook as their primary source of employment information, rather than the Municipal Code. Having a Code of Ethics specific to employees located in the Employee Handbook makes it easier to understand and provides the information in the location where an employee is most likely to look for guidance. Approval of changes to this employee policy, to match the ordinance changes, would be brought to the City Council at the same meeting as the changes to the Municipal Code.

Several other minor changes are being proposed. 1) the term public servant has been replaced by public official throughout the document for simplification reasons; 2) the term interested person has replaced the definitions of association and immediate family; 3) three additional ethical standards were added; 4) the reference to the Ethics Commission has been removed from Section 309.040(S); 5) financial interest conflicts are to be reported to the City Attorney (rather than on the disclosure form); and 6) violations of the Code of Ethics are to be reported to the City Attorney rather than the Ethics Commission.

Resolution 93-90 should also be rescinded because the Commission was not appointed. Ethics and elections questions are best handled by the City Attorney, County Attorney and/or the Secretary of State. Ethics questions involving employees are under the jurisdiction of the City Manager. He would be responsible for addressing these concerns rather than an outside body.

Summary

To assist with the discussion, copies of the following are included for your review:

- Disclosure of Financial Interests Statement
- Draft Ordinance to Amend Section 309 of the Municipal code
- Resolution 93-90 establishing procedures for filing complaints
- Draft of revised Code of Ethics for Employee Handbook

Council is being asked to consider changes to the Code of Ethics and develop consensus as to what changes would be appropriate.

CITY OF SHOREVIEW
DISCLOSURE OF FINANCIAL INTERESTS
STATEMENT

NAME _____

ADDRESS _____

PHONE NUMBER _____

CITY POSITION _____

The City of Shoreview Code of Ethics (attached) provides that Shoreview public officials, and department heads, assistant department heads, and other public employees granted purchasing authority shall file a Disclosure of Financial Interests Statement with the City Manager.

Prior to the appointment to office in the case of a public official or upon employment in the case of a public employee, each person who enters public duty after the date of this code shall file this disclosure form. Each person shall file a new statement by January 30 of each year thereafter during the time of service as a public official. If a change in financial interest or property ownership occurs between filings, a new filing shall be made within thirty days of the change.

Please identify, to the best of your knowledge, the interest of any member of the public servant's immediate family (the spouse and the following kin of either the official or his/her spouse: child, mother, father, brother, sister, grandparent, grandchild, aunt or uncle; and the stepparents and/or legal guardians of the public servant or his/her spouse) shall be considered to be an interest of the public servant.

DISCLOSURE

1. Names of all business enterprises known by you to be licensed by or to be doing business with the City in which you or any member of your immediate family is connected as an employee, officer, owner, investor, creditor of, director, trustee, partner, advisor, or consultant.

2. List your and members of your immediate family's interests in real property located in the City of Shoreview, or which may be competing with the interests of the City located elsewhere, other than property you occupy as a personal residence.

3. List groups or organizations of which you are a member that may seek action before the City Council.

If you have any questions regarding the Code of Ethics or this form, please contact the City Manager.

Date

Signed

STATE OF MINNESOTA
COUNTY OF RAMSEY
CITY OF SHOREVIEW

ORDINANCE NO. ___

AN ORDINANCE TO AMEND SECTION 309 OF THE MUNICIPAL CODE

The Shoreview City Council ordains that Chapter 300, Council and Administration is hereby amended revising Section 309, Code of Ethics

309 Code of Ethics

309.010 Declaration of Policy. Public ~~servants~~ officials should be held to a high standard of conduct and responsibility due to the nature of their duties and responsibilities. The proper operation of democratic government requires that public ~~servants~~ officials be independent, impartial and responsible to the people that government decisions and policy be made through the proper channels of the government structure; that public office not be used for personal financial gain; and that the public have confidence in the integrity of its government.

In recognition of these goals and pursuant to Minnesota Statute 471.895, there is hereby established a Code of Ethics for public ~~servants~~ officials of the City of Shoreview. The purposes of this code is to establish ethical standards of conduct for all such public ~~servants~~ officials while acting in their official capacity representing the City by setting forth those acts or actions that are incompatible with the best interests of the City, ~~and by directing disclosure by public servants of private financial or other interests in matters affecting the City.~~

309.020 Definition of Terms. Whenever used herein, the following words and phrases shall have the meanings set forth below:

~~(A) Public Employee. Any person holding regular full-time or regular part-time a position by employment in the service of the municipality.~~

~~(B)~~ (BA) Public Official. Any person holding a position by election or appointment in the service of the municipality, whether paid or unpaid, including members of the City Council and all City boards, committees, commissions, and task forces.

~~(C) Public Servant. A comprehensive term including both public officials and public employees.~~

~~(D)~~ (DB) Anything of Value. Money, real or personal property, a permit or license, a favor, a service, forgiveness of a loan or promise of future employment. It does not mean reasonable compensation or expenses paid to an ~~employee~~ or official by the government of Shoreview for work performed.

(EC) Compensation. A payment of "anything of value" to an individual in return for that individual's services of any kind.

(F) ~~Association~~. A business entity of any kind, a labor union, a club or any other group or two or more persons other than the immediate family.

(G) ~~Immediate Family~~. The public servant's and (1) the spouse and the following kin of either the individual or his/her spouse: child, mother, father, brother, sister, grandparent, also grandchild, aunt or uncle; and (2) the stepparents and/or legal guardians of the individual or his/her spouse.

(D) Interested Person. A person or a representative of a person or association that has a direct financial interest in a decision that a public official is authorized to make.

(HE) Gifts. The payment or receipt of "anything of value".

309.040 **Ethical Standards**. In general, public servants officials are to serve all persons fairly and equitably without regard to their personal or financial benefit. The credibility of Shoreview government hinges on the proper discharge of duties in the public interest. Public servants officials must ensure that the independence of their judgment and actions is preserved without any consideration for personal gain. The following specific ethical standards shall guide public servants officials:

(A) Incompatible Offices. A public official shall not hold another "incompatible" office as that term has been defined in Minnesota Statutes and interpreted by the Courts. ~~Public employees shall not hold incompatible offices or engage in any regular outside employment without prior notice to and approval by the Shoreview City Manager.~~ The Shoreview City Manager shall not hold an incompatible office or outside employment without prior notice to and approval by the Shoreview City Council.

(B) Undue Influence and Disqualification. A public official shall not hold other office or be employed in a job which compromises the performance of the public official's Shoreview duties without disclosure of such potentially conflicting office or employment; and, in any event, public officials shall disqualify themselves from participating in actions which might be compromised by their holding of another office or means of employment.

(C) Open Meeting Law. A public official shall not violate the open meeting law except as permitted under Minnesota Statute 13D.

(ED) Use of Confidential Information. Public servants officials shall not disclose to others, or use to further their personal interest, confidential information, as defined by the Minnesota Data Privacy Act, acquired by them in the course of their official duties.

- (E) Not Public Data. A public official shall not disclose to the public, or use for the public official's gain or another person's personal gain, information that was obtained due to person's public position if the information was not public data or was discussed at a closed session of the City Council.
- (F) Attorney-Client Privilege. A public official shall not disclose information that was received, discussed, or decided in conference with the City's legal counsel that is protected by the attorney-client privilege unless a majority of the City Council has authorized the disclosure.
- (DG) Solicitation of or Receipt of Anything of Value. A public servant official shall not solicit or receive anything of value from any interested person or association, directly or indirectly, in consideration of some action to be taken or not to be taken in the performance of the public servant's duties. Incidental items provided to public servants officials in the due course of business while attending conferences, seminars, and training sessions, shall be exempt from this provision.
- (EH) Holding Investments. No public servant official shall hold any investment which might compromise the performance of his/her duties without disclosure of said investment to the City Attorney and self disqualification from any particular action which might be compromised by such investment, except as permitted by statute, such as Minnesota Statute 471.88.
- (FI) Representation of Others. A public employee or member of the City Council shall not represent interested persons or associations in dealings with the City in consideration of anything of value.
- (GJ) Financial Interest. Where a public servant official has a financial interest in any matter being considered by the public servant official, such interest (if known to the public servant official) must be disclosed to the City Attorney, and the public servant official shall be disqualified from further participation in the matter.
- (HK) City Property. No public servant official shall use City owned property such as vehicles, equipment, or supplies for personal convenience or profit except when such property is available to the public generally, or where such property is provided by specific City policy in the conduct of official City business.
- (HL) Special Consideration. No public servant official shall grant any special consideration, treatment, or advantage to any citizen beyond that which is available to every other citizen.
- (JM) Authority. No public servant official shall exceed his/her authority, or breach the law, or ask others to do so.
- (KN) Giving Anything of Value. No elected public official shall give anything of value to potential voters in return for their votes, promises, or financial consideration which would be prohibited by the State of Minnesota Fair Campaign Practices statute.

- (LO) Public Funds. No public servant official shall use City public funds, personnel, equipment or facilities, for private gain or political campaign activities, unless such equipment and facilities are available to the public.
- (MP) Use of Logo or Other City Symbols. Use of the City's logo or any other symbol for non-official City business without approval of the City Council is prohibited.
- (NQ) Expenses. Public servants officials shall provide complete documentation to support requests for expense reimbursement. Expense reimbursement shall be made in accordance with City policy.
- (OR) Donations. No public servant official shall take any action which will benefit any person or entity because of a donation of anything of value to the City by such a person or entity.
- (PS) Official Action. No public servant official shall take an official action which will benefit any person or entity where such public servant official would not otherwise have taken such action but for the public official's family relationship, friendship, or business relationship with such person or entity.
- (QT) Compliance with Laws. Public servants officials shall comply with all local ordinances and state and federal statutes, including but not limited to, the Criminal Code, Fair Campaign Practices Act, and laws governing the functioning of municipalities, their elected and appointed officials, ~~and employees~~.
- (RU) Acceptance of Gifts. Public servants officials may accept gifts on behalf of the City, and said gifts shall become the property of the City.
- (SV) Knowledge of Violations. Public servants officials shall disclose any possible violations of the City's Ethics Policy to the ~~Ethics Commission~~ City Attorney.
- (FW) Public Interest. Public servants officials shall act with the best interests of the City of Shoreview in mind.

309.050 Complaint Review Process

- (A) Complaints Against Public Officials. Allegations of violations against public officials shall be reviewed by the City Attorney who shall:
- (1) Make recommendations to the City Council for disposition of complaints including, but not limited to, the referral of the complaint and/or investigation to an independent counsel or to an administrative law judge; or
 - (2) Refer allegations which may constitute a violation of federal, state, or local statutes to the appropriate authority.

- (B) Complaints Against Public Employees. Allegations made against public employees who are subordinate to the City Manager shall be reviewed by the City Manager who will determine the appropriate responsive action.
- (C) Complaints Against Contract Service Providers. Allegations made against persons or entities providing service to the City of Shoreview under a contract shall be reviewed by the City Manager. The City Manager shall mail a copy of the City's Ethics Policy to contractors providing service to the City. Any violation of the provisions of this policy may result in termination of contract or service agreement.

309.060 ~~Financial Disclosure.~~

- (A) Content. ~~Each public servant shall file as a public record in the Office of the City Manager, a statement containing the following:~~
- ~~(1) A list naming all business enterprises known by the public servant to be licensed by or to be doing business with the City in which the public servant or any member of the public servant's immediate family is connected as an employee, officer, owner, investor, creditor of, director, trustee, partner, advisor, or consultant; and~~
 - ~~(2) A list of the public servant's and members of the public servant's immediate family's interest in real property located in the City or which may be competing with the interest of the City located elsewhere, other than property occupied as a personal residence.~~
- (B) Initial Filing. ~~Prior to official appointment to office or employment, each person who enters public duty after the date of this code shall file this disclosure statement. Not later than ninety (90) days after the date of approval of this code, each public servant shall file a financial disclosure statement.~~
- (C) Annual Review. ~~Each person who made an initial filing of financial disclosure shall file a new statement by January 30 of each year thereafter, giving the information called for above as of the time of the new statement. If a change in financial interest or property ownership occurs between filings, a new filing shall be made within thirty (30) days of the change.~~
- (D) Exemptions. ~~This code shall not be construed to require the filing of any information relating to any person's connection with or interest in any professional society or any charitable, religious, social, fraternal, educational, recreational, public service, civil, or political organization, or any similar organization not conducted as a business enterprise and which is not engaged in the ownership or conduct of a business enterprise. However, if any of such organizations seeking any action or benefit come before a Shoreview Commission or council, then membership in the organization shall be a potential conflict of interest and must be reported as such in an amended disclosure statement. The other stipulations of this code then apply.~~

~~(E) Responsive Action. If a public official or the City Manager fails to file the disclosure statement as required, or files a statement containing false information, the City Council will determine the appropriate responsive action. If a public employee fails to file the disclosure statement as required, or files a statement containing false information, the City Manager will determine the appropriate responsive action.~~

Adoption Date. Passed by the City Council of the City of Shoreview on the 22nd day of January 2013.

Effective Date. This ordinance shall become effective upon passage and following publication in the City's official newspaper.

Publication Date: Published on the ___ day of _____, 2013.

Sandra C. Martin, Mayor

SEAL

STATE OF MINNESOTA
COUNTY OF RAMSEY
CITY OF SHOREVIEW

RESOLUTION NO. 93-90

A RESOLUTION ESTABLISHING PROCEDURES FOR
THE FILING OF COMPLAINTS BEFORE THE
SHOREVIEW ETHICS AND ELECTIONS COMMISSION

WHEREAS, the Shoreview City Council has approved Ordinance No. 618 which adopts a Code of Ethics for public servants in the City of Shoreview and which establishes an Ethics and Elections Commission; and

WHEREAS, the City Council wishes to establish procedures for filing complaints before the Shoreview Ethics and Elections Commission.

NOW, THEREFORE, BE IT RESOLVED by the Shoreview City Council that the Ethics and Elections Commission Procedure Manual dated the 20th day of September, 1993, is hereby adopted and shall be placed on file with the Shoreview City records.

Passed by the Shoreview City Council on the 20th day of September, 1993.

BY: James Chalmers
James Chalmers, Mayor

ATTEST:

Terry C. Schwerm
Terry Schwerm, City Manager

Policy: CODE OF ETHICS

Section: 4.65

Approved by: City Council

Page: 1 of 5

City Code Section 309 (Ord. 618); MSA 465.03 & 471.895; Res. 10-51

Effective Date: 12/28/93; rev. 6/22/10

~~The Code of Ethics as outlined below has been extracted from Section 309 of the City Code. For a complete copy, please see a City Code book available from your supervisor, department director or on the City website. If this Policy is inconsistent with Section 309 of the City Code, the City Code will prevail.~~

Purpose

The purpose of the Code of Ethics is to establish ethical standards of conduct for all regular employees by setting forth those acts or actions that are incompatible with the best interest of the City, and by directing disclosure by public officials and employees of private financial or other interests in matters affecting the City.

Policy

Public employees should be held to a high standard of conduct and responsibility due to the nature of their duties and responsibilities. The proper operation of democratic government requires that public servants be independent, impartial and responsible to the people; that government decisions and policy be made through the proper channels of the government structure; that public office not be used for personal financial gain; and that the public have confidence in the integrity of its government. In recognition of these goals, there is hereby established a Code of Ethics for public employees and officials of the City of Shoreview.

Definitions

Public Employee Any regular full-time or regular part-time employee of the City of Shoreview.

Anything of Value Money, real or personal property, a permit or license, a favor, a service, forgiveness of a loan or promise of future employment. It does not mean reasonable compensation or expenses paid to an employee by the City of Shoreview for work performed.

Compensation A payment of "anything of value" to an individual in return for that individual's service of any kind.

~~**Association** A business entity of any kind, a labor union, a club or any other group of two or more persons other than the immediate family.~~

~~**Immediate Family** The employee's and (1) the spouse and the following kin of either the individual or his/her spouse: child, mother, father, brother, sister, grandparent, grand child, aunt, or uncle; and (2) the stepparents and/or legal guardians of the individual or his/her spouse.~~

Policy: CODE OF ETHICS

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Approved by: City Council

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Interested Person A person or a representative of a person or association that has a direct financial interest in a decision that an employee is authorized to make.

Gift The payment or receipt of "anything of value".

Ethical Standards

In general, public employees are to serve all persons fairly and equitable without regard to their personal or financial benefit. The credibility of Shoreview government hinges on the proper discharge of duties in the public interest. Public employees must ensure that the independence of their judgment and actions is preserved without any consideration for personal gain.

The following specific ethical standards shall guide public employees:

Incompatible Offices A public employee shall not hold incompatible offices or engage in any regular outside employment without prior notice to and approval by the City Manager. (See section 4.10 for additional information on Outside Employment.)

Use of Confidential Information Public employees shall not disclose to others, or use to further their personal interest, confidential information, as defined by the Minnesota Government Data Practices Act, acquired by them in the course of their official duties.

Not Public Data A public employee shall not disclose to the public, or use for the public employee's gain or another person's personal gain, information that was obtained due to employee's public position if the information was not public data or was discussed at a closed session of the City Council.

Attorney-Client Privilege. A public employee shall not disclose information that was received, discussed, or decided in conference with the City's legal counsel that is protected by the attorney-client privilege unless a majority of the City Council has authorized the disclosure.

Policy: CODE OF ETHICS

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Approved by: City Council

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**Ethical Standards
(continued)**

Solicitation of or Receipt of Anything of Value A public employee shall not solicit or receive anything of value from any interested person or association, directly or indirectly, in consideration of some action to be taken or not to be taken in the performance of the public employee's duties. **Incidental items provided to public employees in the due course of business while attending conferences, seminars, and training sessions, shall be exempt from this provision.**

Holding Investments No public employee shall hold any investment which might compromise the performance of his/her duties without disclosure of said investment and self disqualification from any particular action which might be compromised by such investment, except as permitted by statute, such as Minnesota Statute 471.88.

Representation of Others A public employee shall not represent interested persons or associations in dealings with the City in consideration of anything of value.

Financial Interest Where a public employee has a financial interest in any matter being considered by the public employee, such interest (if known to the public employee) must be disclosed to the City Manager, and the public employee shall be disqualified from further participation in the matter.

City Property No public employee shall use City-owned property such as vehicles, equipment, or supplies for personal convenience or profit except when such property is available to the public generally, or where such property is provided by specific City policy in the conduct of official City business.

Special Consideration No public employee shall grant any special consideration, treatment, or advantage to any citizen beyond that which is available to every other citizen.

Authority No public employee shall exceed his/her authority, or breach the law, or ask others to do so.

Public Funds No public employee shall use City public funds, personnel, equipment or facilities, for private gain or political campaign activities, unless such equipment and facilities are available to the public.

Policy: CODE OF ETHICS

Section: 4.65

Approved by: City Council

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**Ethical Standards
(continued)**

Use of Logo or Other City Symbols Use of the City's logo or any other symbol for non-official City business without approval of the City Council is prohibited.

Expenses Public employees shall provide complete documentation to support requests for expense reimbursement. Expense reimbursement shall be made in accordance with City policy.

Donations No public employee shall take any action which will benefit any person or entity because of a donation of anything of value to the City by such a person or entity.

Official Action No public employee shall take an official action which will benefit any person or entity where such public employee would not otherwise have taken such action but for the public official's family relationship, friendship, or business relationship with such person or entity.

Compliance with Laws Public employees shall comply with all local ordinances and state and federal statutes, including but not limited to, the Criminal Code, Fair Campaign Practices Act, and laws governing the functioning of municipalities, their elected and appointed officials, and employees.

Acceptance of Gifts Public employees may accept gifts on behalf of the City, and said gifts shall become property of the City. All gifts to the City must be accepted by City Council resolution.

Knowledge of Violations Public employees shall disclose any possible violations of the City's Ethics Policy to the City Manager.

Public Interest Public employees shall act with the best interests of the City of Shoreview in mind.

Bribery Public employees may not, either directly or indirectly, attempt to influence the City Manager or City Council in any way with money, services or other remuneration.

**Complaints Against
Public Employees**

Allegations made against public employees shall be handled by the City Manager. The City Manager will oversee the review and investigation of the allegations, and will determine the appropriate responsive action.

Policy: CODE OF ETHICS

Section: 4.65

Approved by: City Council

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Disclosure of Financial Interest — Each public employee shall file a record in the office of the City Manager, a statement containing the following:

1. A list naming all business enterprises known by the public employee to be licensed by or to be doing business with the City in which the public employee or any member of the public employee's immediate family is connected as an employee, officer, owner, investor, creditor of, director, trustee, partner, advisor, or consultant; and
2. A list of the public employee's and member of the public employee's immediate family's interest in real property located in the City or which may be competing with the interest of the City located elsewhere, other than property occupied as a personal residence.

Prior to the official appointment to office or employment, each person who enters public duty after the date of this Code shall file this disclosure statement.

Each person who made an initial filing of financial disclosure shall file a new statement by January 30 of each year thereafter, giving the information called for above as of the time of the new statement. If a change in financial interest or property ownership occurs between filings, a new filing shall be made within thirty (30) days of the change.

This Code shall not be construed to require the filing of information relating to any person's connection with or interest in any professional society or any charitable, religious, social, fraternal, educational, recreational, public-service, civil, or political organization, or any similar organization not conducted as a business enterprise and which is not engaged in the ownership or conduct of a business enterprise.

However, if any of such organizations seeking any action or benefit come before a Shoreview Commission or Council, then membership in the organization shall be a potential conflict of interest and must be reported as such in an amended disclosure statement. The other stipulations of this Code then apply.

If a public employee fails to file the disclosure statement as required, or files a statement containing false information, the City Manager will determine the appropriate responsive action.

Additional Information

See Sections 3.55 (Data Privacy), 3.65 (Political Activity), 4.25 (Vehicle Use) and 4.30 (Personal Use of City Property) for additional information.

TO: Mayor, City Council, City Manager

FROM: Jessica Schaum, Environmental Officer

DATE: January 14th, 2013

SUBJECT: GreenStep Cities and Regional Indicators Initiative program updates

INTRODUCTION

In keeping with the City's commitment to maintaining a high quality environment, the City embarked upon two different environmental programs to measure and analyze existing efforts and impacts in 2012. The first is the Minnesota GreenStep Cities program, which supports and recognizes implementation of sustainable development best practices taken by the City. The second is the Regional Indicators Initiative, which measures actual citywide environmental metrics and outcomes. This project analyzes data from residents and businesses, and is less focused on City initiatives.

BACKGROUND

The Minnesota GreenStep Cities is a voluntary challenge, assistance and recognition program to help cities achieve their sustainability and quality-of-life goals. This free continuous improvement program, managed by a public-private partnership, is based upon 28 best practices. Each best practice can be implemented by completing one or more actions at a 1, 2 or 3-star level, from a list of four to eight actions. There are 168 possible actions that range from urban forests to surface water quality to community engagement. These 168 actions are tailored to all Minnesota cities, focus on cost savings and energy use reduction, and encourage civic innovation.

GreenStep Cities is action oriented and allows flexibility with each best practice. It gives credits for actions the City has already taken and identifies possible future actions. Benefits of participating include more efficient buildings, lower energy costs, cleaner air and water, connecting jobs and homes, and local renewable energy production among others. Approximately 50 other cities have joined and are recognized annually at the June League of Minnesota Cities annual conference.

The City began the inventory for the GreenStep Cities program with the help of a graduate student group from a sustainability course at the Minnesota State University Mankato. Three students reviewed City documents and plans and interviewed City staff during the fall semester of 2012 to complete the inventory. According to the findings, Shoreview has completed 22 of 28 best practices outlined by the program already, and has also completed 62 of 168 possible action steps.

Based on this inventory, Shoreview meets the criteria to become a Step 3 City – the highest designation possible at this time. Only 4 other cities have achieved this designation of the Step 3 level to date (Edina, Eagan, Falcon Heights, St. Anthony). The program is in the process of

creating guidelines to become a Step 4 City. To formally participate, the City Council will be asked to consider adopting a resolution at the February 4th Council meeting and staff will then send the inventory checklist to the Minnesota Pollution Control Agency for formal verification.

The Environmental Quality Committee reviewed the GreenStep Cities program at their November 28th, 2012 meeting and made a recommendation to the City Council that the City participate in this program. The Committee felt that this program is consistent with the steps Shoreview has previously taken, and would demonstrate the impact and breadth of the City's efforts towards environmental sustainability in a cohesive way.

Regional Indicators

Secondly, the City has been participating in the Regional Council of Mayor's (RCM) Regional Indicators Initiative, a program supported by the Urban Land Institute. This program involves measuring actual citywide environmental metrics and outcomes.

The Urban Land Institute started a pilot program with the cities of St. Louis Park, Edina, and Falcon Heights to measure and study energy use from 2008-2011. After the pilot program was successful, 20 additional cities were sought to participate. Shoreview City Council approved a resolution to participate in April, 2012.

Since that time, the Regional Indicators Initiative consultants have compiled a detailed inventory of the following:

- Energy use and costs;
- Water use and costs;
- Refuse and recycling data;
- Greenhouse gas emission data

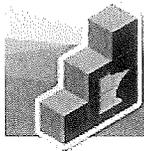
This inventory covers four years of data and includes 18 pages of tables, charts, and graphs on the above topics. The data is city-wide, but has not yet been compared or contrasted with the data for other communities. The data is still in draft stage so it is difficult to make any conclusive interpretations. As this project continues to move forward, staff will be discussing it in more detail with the Environmental Quality Committee and City Council.

SUMMARY

Staff wanted to update the City Council on the status of these two environmental projects. The City Council will consider participating in the GreenStep Cities program at the February 4th meeting. Additional data from the Regional Indicators programs will be shared at an upcoming workshop. Both projects can show where the City could create targets, focus education efforts, or where other best management practices may be used to lower environmental impacts citywide.

Attachments:

- 1) GreenStep Cities overview
- 2) Regional Indicator Initiative overview



Minnesota **GreenStep Cities**

GreenStep Cities is an assistance program for all Minnesota cities that supports and recognizes implementation of 28 sustainable development best practices.

The best practices focus on cost savings and energy use reductions that lead cities beyond compliance and encourage a culture of innovation.

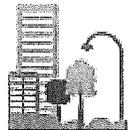
Cities that implement a minimum number of best practices, organized into five categories below, will be recognized as a GreenStep City. Each best practice can be implemented by completing one or more specific actions from a list of four to eight actions. A city's accomplishments are recognized on the GreenStep website. Implementation of additional best practices will garner additional recognition.

Visit www.MnGreenStep.org to learn more about this program, to see what cities have accomplished, and to understand how your city can become involved.

GreenStep's 28 Best Practices

Buildings and Lighting

1. **Efficient Existing Public Buildings:** Assess and finance energy and sustainability improvements of existing structures.
2. **Efficient Existing Private Buildings:** Assess and finance energy and sustainability improvements of existing structures.
3. **New Green Buildings:** Construct new buildings to meet or qualify for a green building standard.
4. **Efficient Building & Street Lighting and Signals:** Improve the efficiency of public and private lighting and signals.
5. **Building Reuse:** Create economic and regulatory incentives for redeveloping and repurposing existing buildings before building new.



Land Use

6. **Comprehensive Plan and Implementation:** Adopt a Comprehensive Plan and tie regulatory ordinances to it.
7. **Efficient City Growth:** Promote financial and environmental sustainability by enabling and encouraging higher density housing and commercial land use.
8. **Mixed Uses:** Develop efficient and healthy land patterns.
9. **Efficient Highway-Oriented Development:** Adopt commercial development and design standards for highway road corridors.
10. **Conservation Design:** Adopt development ordinances or processes that protect natural systems.



Transportation

11. **Complete Green Streets:** Create a network of multimodal green streets.
12. **Mobility Options:** Promote active living and alternatives to single-occupancy car travel.
13. **Efficient City Fleets:** Implement a city fleet investment, operations and maintenance plan.
14. **Demand-Side Travel Planning:** Use Travel Demand Management and Transit-Oriented Design.



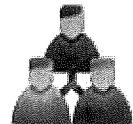
Environmental Management

15. **Purchasing:** Adopt an environmentally preferable purchasing policy.
16. **Urban Forests:** Increase city tree and plant cover.
17. **Efficient Stormwater Management:** Minimize the volume of and pollutants in rainwater runoff.
18. **Parks and Trails:** Enhance the city's green infrastructure.
19. **Surface Water Quality:** Improve local water bodies.
20. **Efficient Water and Wastewater Facilities:** Assess and improve drinking water and sewer facilities.
21. **Septic Systems:** Implement an effective management program for decentralized wastewater treatment systems.
22. **Solid Waste Reduction:** Increase waste reduction, reuse and recycling.
23. **Local Air Quality:** Prevent generation of local air contaminants.



Economic and Community Development

24. **Benchmarks & Community Engagement:** Adopt outcome measures for GreenStep and other city sustainability efforts, and engage community members in ongoing education, discussion, and campaigns.
25. **Green Business Development:** Support the expansion of the green business sector in your city.
26. **Renewable Energy:** Remove barriers to and encourage installation of renewable energy generation capacity.
27. **Local Food:** Strengthen local food and fiber production and access.
28. **Business Synergies:** Network/cluster businesses to achieve better energy, economic and environmental outcomes.



Minnesota GreenStep Cities grew out of a report to the 2009 Legislature. The program is governed by a public-private partnership of state agencies and non-governmental organizations and is led by the MPCA.



Great Plains
Institute



Regional Indicators Initiative

Project Overview

The Regional Indicators Initiative measures annual performance metrics for approximately 20 Minnesota cities committed to increasing their overall efficiency and level of sustainability. The project collects the following data generated through the activities of the people who live, work, learn, travel, visit, and recreate within the city's geographical boundaries:

- Energy (in BTUs): electricity, natural gas, and district energy consumed.
- Water (in gallons): potable water consumed.
- Waste (in pounds): municipal solid waste managed via recycling, composting, combustion, and landfilling.
- Travel (in Vehicle Miles Traveled): on-road distance traveled

The greenhouse gas emissions associated with each of these measures is also calculated, providing a common metric to compare the environmental impacts of the indicators. The indicators are expressed not only as annual totals, but are also broken down into residential and commercial/industrial uses, and are presented in terms of per capita and per job, enabling them to be compared over time. The Initiative supports planning for sustainability by defining a baseline, tracking a business-as-usual trajectory, establishing targets, and measuring outcomes of sustainable strategies at a city-wide scale.

Purpose

Recording these performance metrics is essential to promoting efficiency and sustainable change. By producing annually comparable indicators for twenty Minnesota cities – including most of the state's largest cities – the success of the state's GreenSteps Cities Program and activities in other cities can be measured. Additionally, the Initiative will indicate progress toward meeting the State's energy efficiency and greenhouse gas reduction goals, as defined by the Minnesota Next Generation Energy Act of 2007. Along with providing state-wide benefits, the Initiative is valuable to participating cities. Taking inventory of the resources consumed at the community level will:

- Highlight opportunities to save resources and money.
- Provide a baseline for estimating the effectiveness of sustainability measures.
- Enable comparison with future inventories and peer cities.
- Inform subsequent analyses, plans, and policy decisions by the cities and others.
- Improve the cities' competitiveness for federal and state funding opportunities that are targeted to cities that have taken steps to measure and improve their energy efficiency and reduce their carbon footprints.
- Assist in promoting public understanding of the cities' effects on climate change.
- Serve as a model for other regions.

Background

The Initiative is an outgrowth of the Minnesota Pollution Control Agency's GreenStep Cities Program. To achieve GreenStep recognition, a city must meet minimum requirements and choose from 28 best management practices (BMPs) designed to improve the city's sustainability. While the program tracks which practices cities have adopted, it does not currently have a method of tracking how effective these strategies have been at "moving the needle" towards sustainability.

The desire to measure the impacts of sustainable practices led to a collaborative project, managed for the **Urban Land Institute Minnesota** by **LHB**, a multi-disciplinary engineering, architecture, and planning firm known for its focus on measurable performance. This team developed a pilot to determine what citywide data can be collected annually to effectively measure progress towards sustainability. Three cities – St. Louis Park, Falcon Heights, and Edina – funded the study and volunteered to release their performance data for the period of 2008-2010. The pilot study proved that these four indicators of city sustainability can be measured, gathered, and analyzed annually in a reasonable period of time and at a relatively low cost: energy, water, vehicle miles traveled, and waste. The Regional Indicators Initiative was developed to continue this study at a larger scale, opening up the possibility to compare data across a range of Minnesota cities.

Partners

Urban Land Institute MN

LHB Inc.; with J. Michael Orange Environmental Consulting

Minnesota Department of Commerce

Minnesota Pollution Control Agency

Participating Cities to Date

Central/Stand-Alone Cities:

Minneapolis, St. Paul, Duluth, & Rochester

Inner-ring Suburbs:

Hopkins, St. Louis Park, St. Anthony, Edina, Falcon Heights, Maplewood, & Richfield

Outer-ring Suburbs:

White Bear Lake, Oakdale, Shoreview, Eagan, Eden Prairie, Minnetonka, Woodbury, Lake Elmo, & Coon Rapids

TO: MAYOR, CITY COUNCIL, CITY MANAGER
FROM: MARK J. MALONEY, PUBLIC WORKS DIRECTOR
DATE: JANUARY 9, 2013
SUBJ: PAINT LINE REMOVAL ON COLLECTOR STREETS

Shoreview resident Peter Breyfogle recently appeared before the City Council to share his concerns regarding the pavement condition on streets near his home. His comments with the City Council reflect the dialog that occurred with City staff last year; copies of that email correspondence is attached for reference. His concerns relate to portions of Snail Lake Boulevard, Gramsie Road and Victoria Street. See attached map for the street locations.

Mr. Breyfogle's concern is regarding the condition of the pavement surface of these roadways after the City used equipment to grind off the layers of edge line paint prior to last year's sealcoating project. As discussed in the correspondence with Mr. Breyfogle, at some point in the life cycle of the pavement it is necessary to remove the built-up thickness of painted lines so that a sealcoat will adhere properly to the asphalt. The City has been experimenting with methods and equipment to find the most cost effective approach to performing this work; last year's work involved roughing up the pavement surface with a skid steer attachment near the edge lines prior to sealcoating the road, and in some places this roughness is still noticeable after the sealcoat. As pointed out in the attached dialog, we're continuing to investigate ways to perfect this operation.

I haven't been able to recommend doing additional work for a few reasons. While the work the city crews performed created a one-quarter to one-half inch deep roughness along the pavement edges in some places, I do not consider it a significant safety or liability issue for the City. It's actually pretty typical for there to be imperfections in pavement surfaces of city streets, to varying degrees, given the normal wear and tear and deterioration from weathering, cracking, pothole patching, and utility repairs. A less than perfectly smooth area along the edge of the pavement on a portion of street is not an indication of negligence by the City. Our pavement management program which uses a 0-100 scale for pavement condition has a goal of maintaining the city-wide average pavement condition in the 70-72 range. This is a realistic goal given the resources available to the City for funding street repair and rehabilitation. Even at that relatively high average condition, you will find streets throughout the city that vary dramatically in their condition, roughness, etc. Accordingly I do not agree that pavement roughness in places along the edges of these roads is specifically creating a safety or liability issue for the City. In addition, we've built and maintained off street multi-use paved trails in these roadway corridors specifically for non-motorized users, and the roughed up pavement is in the vicinity of the edge lines (as opposed to the driving lanes) and does not impact motorized vehicles.

The estimated cost of restoring the edge line areas of the 3-mile length of streets would be significant. The only feasible method to do this would involve grinding out the pavement a depth of 2 inches, for a width of 24 inches, then filling the milled out area with new asphalt, and

roller compacting. I've estimated that the work would require a 4 person crew at least two weeks using our own equipment, and the estimated \$60,000 of asphalt material for this work alone exceeds our annual city-wide budget of \$47,000 for street patching materials. Two of the three roadways under consideration (Gramsie Road and Victoria Street) are scheduled to be completely rehabilitated via full depth reclamation in 2016, so as a rule we would seek to minimize any further investment in surface treatments as that value will be gone when rehabbed.

To date the City has received no other comments or concerns from residents regarding the conditions of these streets. Mr. Breyfogle has been in contact with the City's Bike and Trailway Committee and is scheduled to discuss his concerns at their February 2013 meeting.



Mark Maloney <mmaloney@shoreviewmn.gov>

Re: Fw: Snail Lake Blvd and Victoria Street

1 message

Mark Maloney <mmaloney@shoreviewmn.gov>

Tue, Oct 2, 2012 at 11:33 AM

To: Peter Breyfogle <peter.breyfogle@gmail.com>

Cc: "SCHWERM, TERRY" <tschwerm@shoreviewmn.gov>, kseverson@comcast.net, "GRILL, CHARLIE" <cgrill@shoreviewmn.gov>, "DUNN, PATRICK" <pdunn@shoreviewmn.gov>

Peter,

The built up layer of paint from the striping over the 6 or 7 years needs to be removed before a seal coat is applied. The new asphalt emulsion (and seal coat rock) won't stick to the thickness of paint. If you have strips of sealcoating coming off of the pavement prematurely, moisture gets under the rest of the sealcoat and it pops off. It looks terrible and it's an ineffective use of taxpayer's resources. That much isn't really a mystery to us - it's finding the best way to remove it that we're working on. For thin layers of certain types of paints (e.g. latex) high grade pressure washing with water can work. For the thicknesses that were on these roads that wouldn't work, so we tried grinding. As I mentioned we're exploring ways to do this in a less disruptive manner.

To be honest I'm not a big advocate for more/additional signage in general on streets that have been in service for long periods of time and have such well established uses like these. The types of signs that you've referred to would be in my opinion out of context for the community. I realize that its a touchy topic for some, and I've encountered a lot of different (mostly non-technical) opinions on the value and purpose of attempting to do driver education and outreach through the use of informational signs in the public right of way. My experience is that traffic signs alone rarely if ever address any real issues; there needs to be resources identified and dedicated to education and enforcement for there to be any real, lasting changes.

Shoreview has a Bike and Trailways Committee made up of citizen volunteers that meet and discuss various topics relating to on and off-road bicycle use in the community. I'm cc'ing Keith Severson, Committee Chair with this response. Perhaps you'd like to discuss the topics raised here to get a larger perspective of their role in advocacy for on and off-street bicycle topics.

Mark

On Tue, Oct 2, 2012 at 11:03 AM, Peter Breyfogle <peter.breyfogle@gmail.com> wrote:

I am just following up to see if I can expect a response.

I think this should be brought to the attention of the city council. To me it is a liability risk for the city that they should be fully informed about.

From: Peter Breyfogle

Sent: Tuesday, September 25, 2012 4:33 PM

To: Mark Maloney

Cc: DUNN, PATRICK ; HAMMITT, TOM ; SCHWERM, TERRY

Subject: Re: Snail Lake Blvd and Victoria Street

Given the damage to the surface caused by the grinding process, why even do it? Who required it? It seems to cause more significant problems (e.g. safety) than the one that you are trying to avoid. What real harm does the built up paint cause?

How about installing Share the Road bike signs with the supporting Bikes MAY USE FULL LANE sign. The current shoulder conditions make taking the full lane the only safe course of action for a biker to take at this point. Those signs should be cost effective and really should be in place already given the volume of bike traffic on Snail Lake Blvd and Victoria. Here is a link to an example: http://images.tbd.com/commute/bikesfulllanesign_mutcd2009_edit_606.jpg. I think these signs make it safer for bicyclists to use the full lane. It is a right bicyclists already have in this situation, however, drivers are unaware of the poor shoulder issue and many of them don't pass properly.

I don't include Gramsie Road because I only use the trail by that road. Gramsie is too narrow and speed limit is too high. The Gramsie trail is flat, has a limited number of driveways and intersections; and less pedestrian traffic.

P.S. A resend to get everyone copied and have the links included.

From: Mark Maloney
Sent: Tuesday, September 25, 2012 3:07 PM
To: peter.breyfogle@gmail.com
Cc: DUNN, PATRICK ; HAMMITT, TOM ; SCHWERM, TERRY
Subject: Re: Snail Lake Blvd and Victoria Street

Peter,

I've looked at the areas of pavement that you refer to below with both Tom Hammitt and Pat Dunn who work in the Public Works Department. I'm not sure if it was explained in earlier correspondence or not, but we were required to grind off the built up paint lines on the old pavement before we recently seal coated Snail Lake Blvd, Gramsie Road and Victoria Street. In an effort to manage project costs, we removed the paint lines with in-house labor and equipment that were adapted for this purpose. In some of the locations that you've noted, the removal of the paint lines caused the asphalt pavement to be roughed up, and is still noticeable after the seal coat was applied. I was not able to locate any areas that were anything close to 2 inches in depth as you've estimated, but it's evident that the pavement is roughed up enough to notice I'm sure on a bicycle.

I'm not aware of any cost effective approach to trying to improve those pavement areas for bicyclists. It seems like anything we can try will be destructive on some level, cost money and not be guaranteed to improve the rideability. We recognize the problems that this creates for bicyclists on the road, so we're continuing to search for a better way to remove those built up areas of paint prior to seal coating. We did contract with a private firm with highly specialized equipment to do this work on another busy city street but it didn't result in a satisfactory outcome; we had concerns from motorcyclists regarding the resulting grinding patterns and depth. We're reaching a point with the age and condition of the pavements in Shoreview where we're dealing with maintenance and operational issues for the first time, and this is one of those cases. I'm confident we'll have an improved way of doing this in the future.

I'm sorry that I cannot offer to perform additional work on areas of pavement near the painted lines on those recently seal coated routes. I do appreciate that you've brought the issue to our attention and you have my word that we will have an improved approach to this work in the future.

Mark Maloney, Director of Public Works
(651) 490-4651
mmaloney@shoreviewmn.gov

----- Forwarded message -----

From: **Peter Breyfogle** <peter.breyfogle@gmail.com>
Date: Mon, Sep 24, 2012 at 2:12 PM
Subject: Snail Lake Blvd and Victoria Street
To: Streets@shoreviewmn.gov

I am very dissatisfied with the recently completed project to chip coat Snail Lake Blvd and Victoria Street in Shoreview MN.

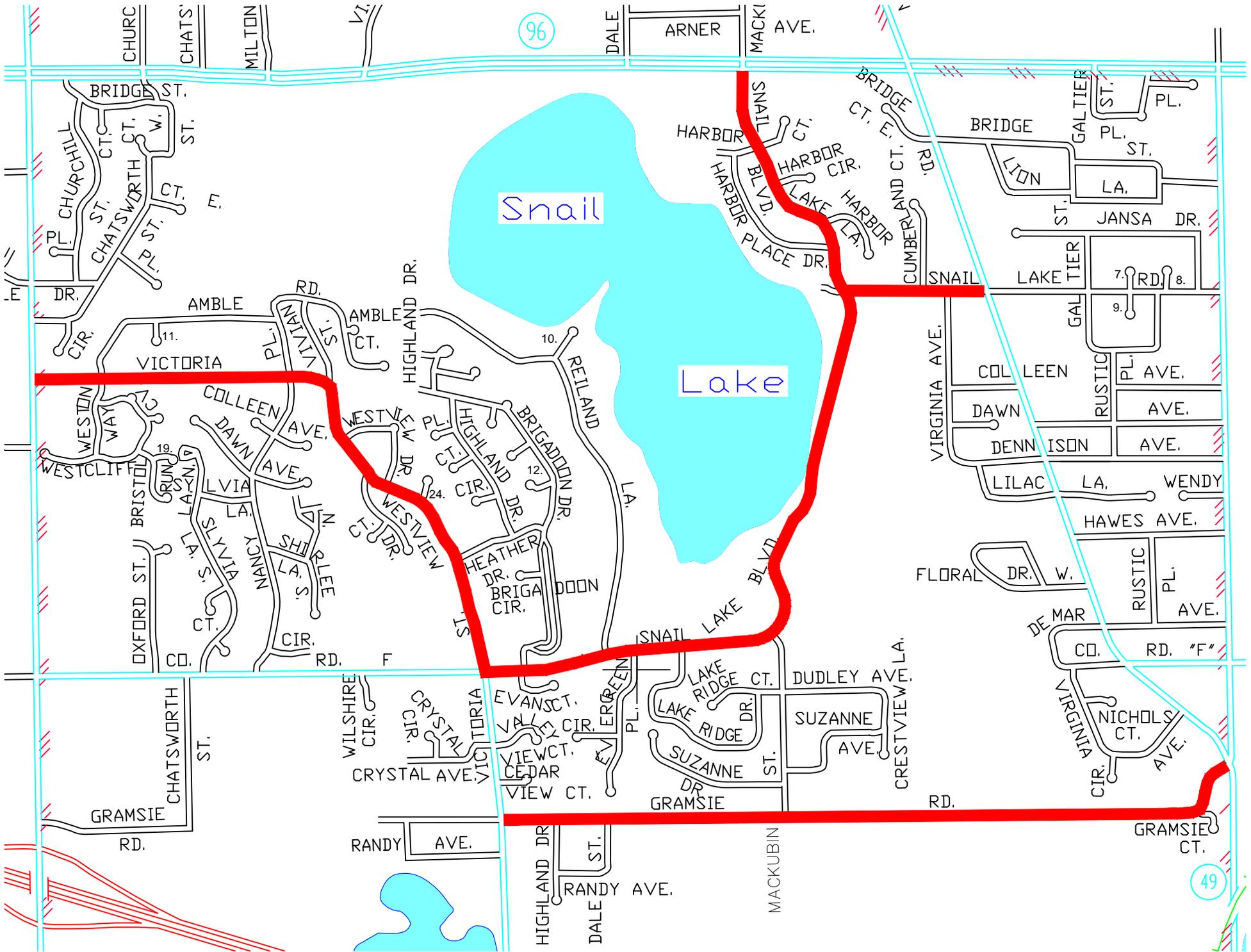
The main complaint is that the shoulders have been basically ruined for bike riding. For some reason, the white line area was ground out about a foot on each side of the old white line. The grinding process left about a 2 inch deep pitted area that is a disaster for bike riding. It seems like a poorly done attempt at a rumble strip where one should not be installed. The pitted area has stolen most of the useful area to the right of the white line for bike riding. There used to be just enough room right of the white line, except for the "traffic calming" areas where the shoulder disappeared. Now I am forced to ride about a foot to the left of the white line. Many drivers do not understand why! I am now many times forced to veer through this rough and dirty area to allow cars to pass me. The remaining shoulder area is mostly made up of the concrete gutter area with it's cracks and storm sewer grates. This is not a safe area to ride in either.

This is a very busy biking area that goes through the Snail Lake Regional Park.

I would like to know what can be done to correct this situation and fix this problem before someone gets hurt.

Peter H. Breyfogle
4089 Brigadoon Dr
Shoreview, MN
651-482-1054

--
Mark Maloney, Director of Public Works
City of Shoreview
4600 Victoria Street North
Shoreview, MN 55126
(651) 490-4651



96

Snail

Lake

49

CHURC
CHATS
MILTON

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BRIDGE ST.

HARBOR
SNAIL CT.
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LAKE RIDGE DR.

DUDLEY AVE. LA.

SUZANNE

[Peter Breyfogle](#) Shoreview's wonderful job of road maintenance this summer. They ground out about a foot of surface around the white line somewhere around an inch deep in places. Just what every bike rider loves... NOT!

November 8, 2012 at 8:38pm · Edited

[Tom Moldenhauer](#) With Shoreview's dough, they should be able to pave them in gold!

November 9, 2012 at 1:02am · 1

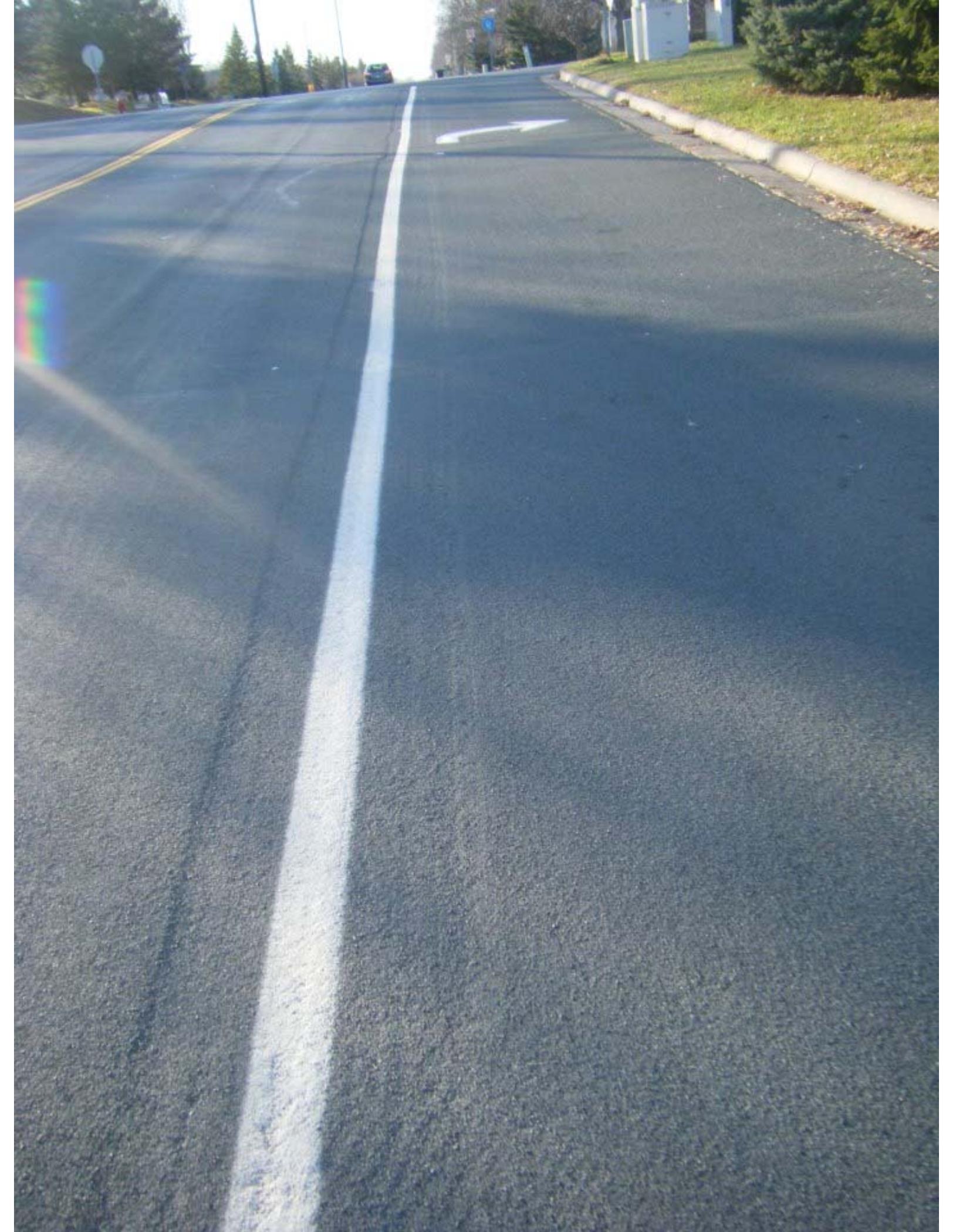
[Judd Zandstra](#) I agree. Shoreview has discovered that if you seal coat (not sure that's the right term) over painted stripes, the stripes eventually lose adhesion and come up leaving a hole in the road. To solve this problem they have started grinding down existing stripes before seal coating. Unfortunately the subsequent seal coat does not fully fill the troughs created by the grinding. This leaves ridges and areas similar to a rumble strip. The resulting pavement is not dangerous but creates an unpleasant bicycling experience. Bicyclists tend to avoid these areas near the side of the road and ride out further in the traffic lane.

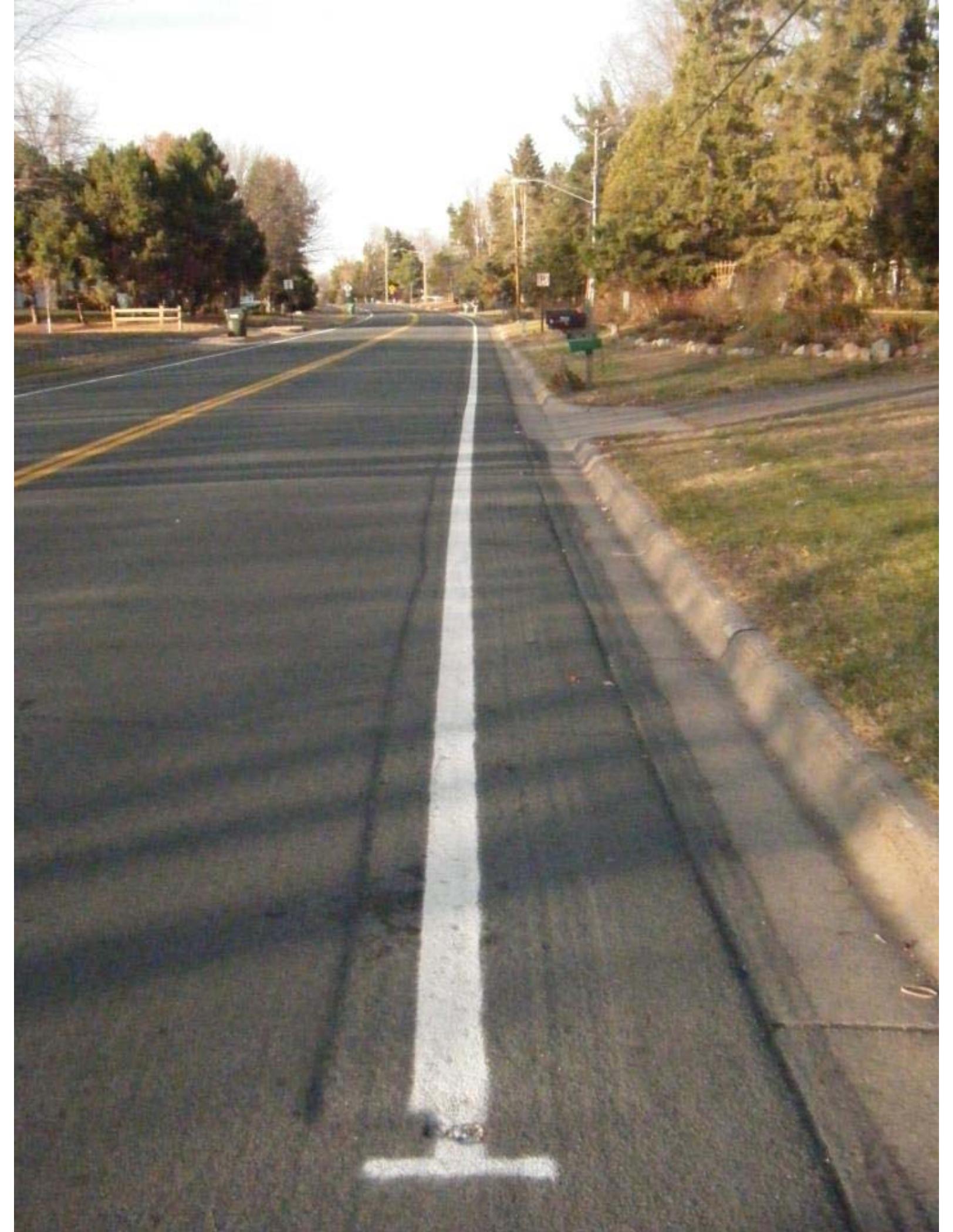
November 10, 2012 at 9:41am

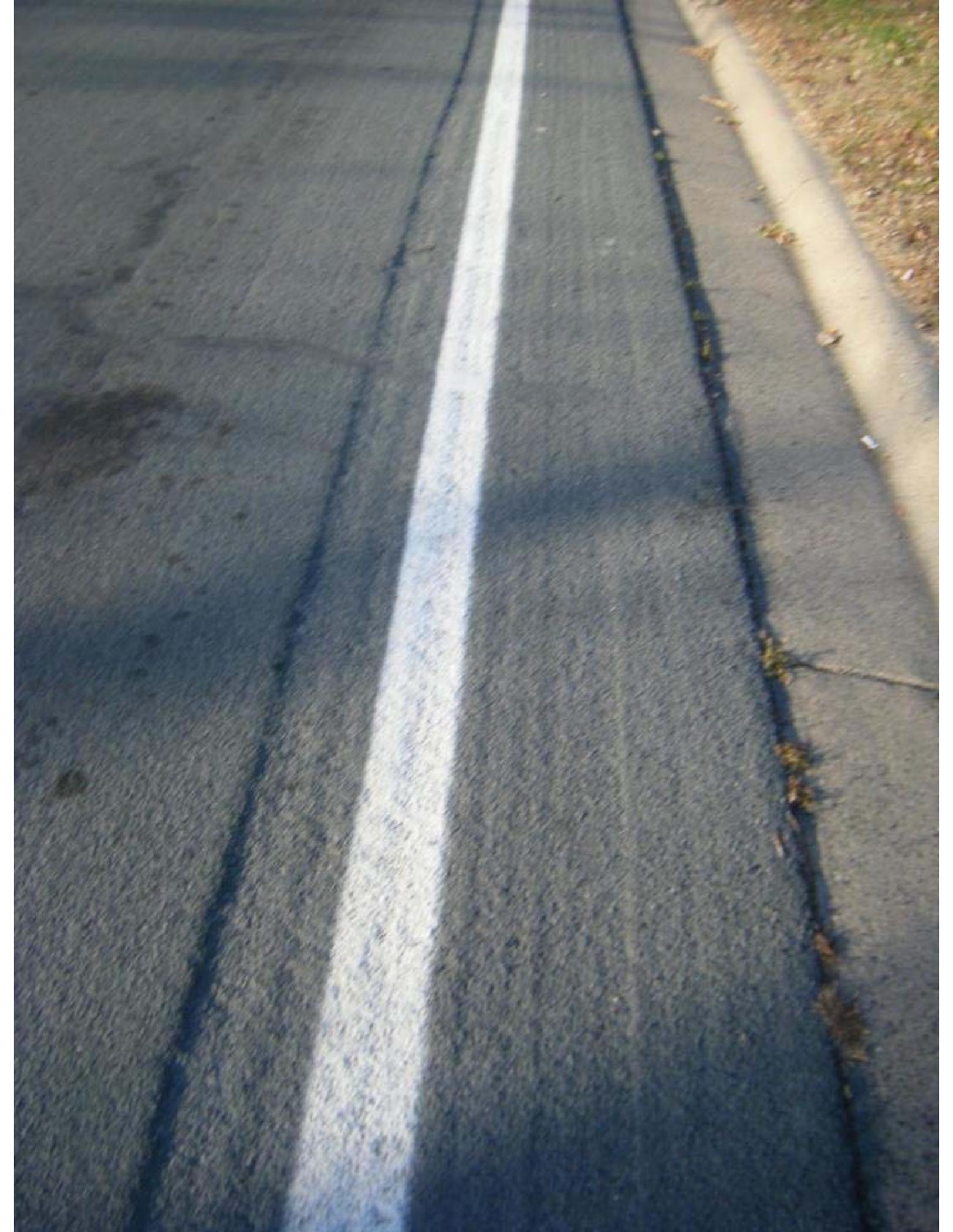
[Peter Breyfogle](#) I think some of the edges are rough enough and deep enough to present a safety hazard! No other city or county that I am aware of is taking this approach. The priority should be maintaining road surface consistency and usability for all road users. Let some of the chip coat come off. It is less unsightly and dangerous than this approach.

November 10, 2012 at 9:44am · Edited











763-780-0947
WALTON
RECYCLING AND
WASTE SERVICE

TO: MAYOR AND COUNCILMEMBERS

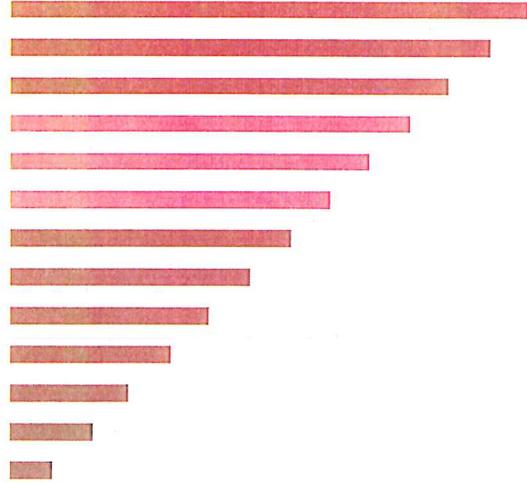
**FROM: TERRY SCHWERM
CITY MANAGER**

DATE: JANUARY 11, 2013

SUBJECT: PRESENTATION BY NORTHWEST YOUTH AND FAMILY SERVICES

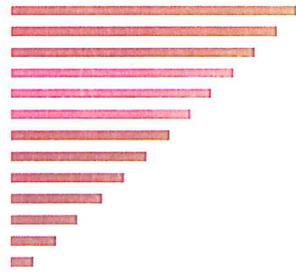
Jerry Hromatka, Executive Director of Northwest Youth and Family Services (NYFS), recently requested an opportunity to meet with the City Council and update the City on the activities of their organization. As the Council is aware, the City has a contract with NYFS and contributes about \$42,500 per year towards their mental health and youth development program.

Attached is a copy of the powerpoint presentation that will be used in the presentation.



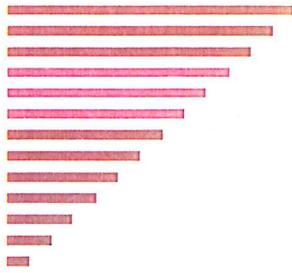
Northwest Youth & Family Services
Developing Healthy Lives

**Report to the
City of Shoreview
January 2013**



“We cannot always build the future
for our youth,
but we can build our youth for the
future.”

Franklin D. Roosevelt

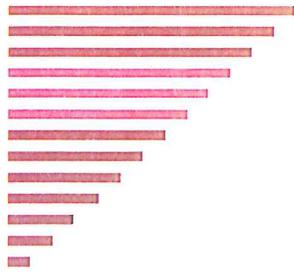


About NYFS

- Primary Population: 5-21 year olds
- 4,500 youth, families, individuals
- \$3.6 million annual budget
- Three program areas
 - Mental Health
 - Youth Development
 - Day Treatment

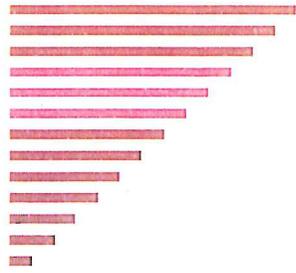
www.nyfs.org

Preparing youth and families for healthy lives



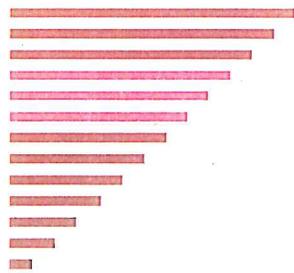
About NYFS

- Mental Health
 - Rule 29
 - Youth in context
 - Youth Development
 - Diversion
 - Opportunity Gap
 - Senior Chore
 - Day Treatment
 - Academic/therapy
 - collaboration
-



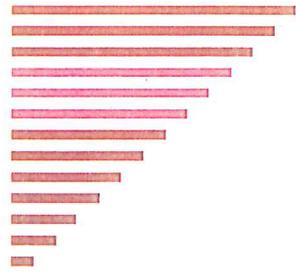
What your support buys

- Services for residents are assured
 - Benefits
 - Educational attainment
 - Effective workforce
 - Citizenship
 - Reduced costs to public
 - Leverage outside resources
-



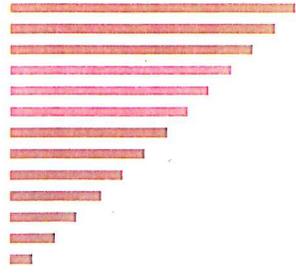
2011-2012 Service Summary

Contracted Services	#	2011	#	2012 As of 9/2012
Counseling	114	\$164,700	87	\$109,950
Diversion	23	\$10,920	22	\$7,635
Youth Employment	1	\$2,250	3	\$1,350
Senior Chore (seniors/youth)	19/5	\$14,000	10/10	\$11,520
Cost of Contracted	162	\$191,870	132	\$130,455
City Contract		\$40,596		\$41,814
Non Contracted	59	\$229,240	41	\$205,660



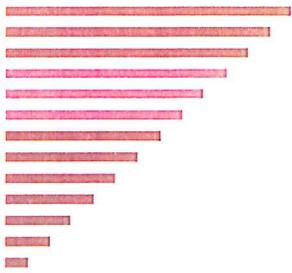
2012 Highlights

- WBLACCC merger
 - Corporate Partnerships
 - Social Media
 - Financial Sustainability
-



Future

- Larger service area
- Affordable Care Act
- Constricted funding
- Evolving Community



NYFS Partnerships

•Communities

Arden Hills, Birchwood Village, Falcon Heights, Hugo, Little Canada, Mahtomedi, Mounds View, New Brighton, North Oaks, Roseville, Shoreview, St. Anthony, Vadnais Heights, White Bear Lake, White Bear Township

•School Districts

Centennial, Columbia Heights, Inver Grove Heights, Mahtomedi, Mounds View, North St. Paul/Maplewood/Oakdale, Roseville Area, St. Anthony/New Brighton, Spring Lake Park, White Bear Lake Area

•Collaborations

Minnesota Youth Intervention Program Association, North Suburban Gavel Club, Ramsey County Children's Mental Health Collaborative, Roseville Rotary, Shoreview/Arden Hills Rotary, St. Anthony-New Brighton Family Service Collaborative, Suburban Ramsey Family Collaborative, Twin Cities North Chamber of Commerce

•Faith Community

•Businesses