

**CITY OF SHOREVIEW
AGENDA
REGULAR CITY COUNCIL MEETING
JUNE 17, 2013
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. June 3, 2013 City Council Meeting Minutes
2. Receipt of Committee/Commission Minutes-
 - Planning Commission, May 28, 2013
 - Bike and Trails Committee, June 6, 2013
3. Monthly Reports
 - Administration
 - Community Development
 - Finance
 - Public Works
 - Park and Recreation
4. Verified Claims

5. Purchases
6. Declaration of Intent to Bond for Project Costs
7. Approval of Fireworks Display for Slice of Shoreview
8. Change Order #1—County Road D, CP 13-01A and Cottage Place, CP 13-01B
9. Approve Reapportionment of Assessments Combination #DB071412
10. Amendment to PUD—Target Corporation, 3800 Lexington Avenue*
11. Award of Quote—2013 Streetlight Replacements, CP 13-05
12. Acceptance of Quote—Waterslide Stair Repairs
13. Amendment to the 2013 Job Title and Wage Plan

PUBLIC HEARING

14. Public Hearing—NPDES Annual Report

GENERAL BUSINESS

15. Award of Bid—2013 Street Seal Coat, CP 13-04
16. Award of Bid—2013 Street Rehabilitation Project, CP 13-02 and Gaston/Grove/St. Albans Water Main Extension, CP 13-03
17. Amendment to Exhibit B, Administrative Fee Schedule and Section 714, Rental Licensing

STAFF AND CONSULTANT REPORTS AND RECOMMENDATIONS

SPECIAL ORDER OF BUSINESS

ADJOURNMENT

*** Denotes items that require four votes of the City Council.**

**CITY OF SHOREVIEW
MINUTES
REGULAR CITY COUNCIL MEETING
June 3, 2013**

CALL TO ORDER

Mayor Martin called the regular meeting of the Shoreview City Council to order at 7:00 p.m. on June 3, 2013.

PLEDGE OF ALLEGIANCE

The meeting opened with the Pledge of Allegiance.

ROLL CALL

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

Councilmember Withhart was absent.

APPROVAL OF AGENDA

Mayor Martin requested a brief discussion of scheduling during the week of July 4th.

MOTION: by Councilmember Wickstrom, seconded by Councilmember Johnson to approve the June 3, 2013 agenda as submitted.

VOTE: Ayes - 4 Nays - 0

PROCLAMATIONS AND RECOGNITIONS

There were none.

CITIZEN COMMENTS

There were none.

COUNCIL COMMENTS

Mayor Martin:

The Farmer's Market will open Tuesday, June 11th, in the lower parking lot. The first week is a tribute to John Steiner and his squeeze box. There will be a different feature every week.

Wednesday, June 12th, at 7:00 will be the first of the Concert in the Commons Series with Don Perry and Ice Cream. The Shoreview Community Foundation will be giving out free ice cream. There will be 10 concerts this summer. The schedule is posted on the City website.

Councilmember Wickstrom:

Beyond the Yellow Ribbon will hold its monthly “Build a Burger” event on Monday, June 10, 2013, at the VFW in White Bear Lake, from 5:00 to 8:00 p.m. All are encouraged to attend and support military families.

The Metropolitan Council is holding the second of three sessions on “Our Water Our Future.” It will also be on Monday, June 10, 2013, from 6:00 to 8:00 p.m. at Century College in White Bear Lake. The topic for this session is “Our Water Use and Lake Levels.”

Councilmember Johnson:

On Thursday, June 6, 2013, the City Council and Economic Development Commission will host a business gathering at the Hilton Garden Inn. This is an opportunity for local businesses to meet City officials and other community business owners.

Citizens are now able to join the Ramsey County Sheriff’s Department program, Code Red, on their website to be informed about personal safety precautions.

A reminder to everyone that there is no parking on City streets from 2:00 a.m. to 5:00 a.m. The City does offer special overnight parking. Residents can work with staff to obtain a permit, if needed.

CONSENT AGENDA

Mayor Martin pulled item No. 10, Liquor License Renewal for Red Ginger China Bistro, for a brief discussion. Compliance questions raised at the last meeting regarding this license have been resolved. Red Ginger is changing the type of license applied for and will be in compliance when it is approved.

MOTION: by Councilmember Quigley, seconded by Councilmember Wickstrom to approve the Consent Agenda for June 3, 2013, and all relevant resolutions for item Nos. 1 through 10:

1. May 13, 2013 City Council Workshop Meeting Minutes
2. May 20, 2013 City Council Meeting Minutes
3. Receipt of Committee/Commission Minutes:
 - Economic Development Authority, April 8, 2013
 - Economic Development Commission, April 16, 2013
 - Park and Recreation Commission, April 25, 2013
 - Economic Development Authority, May 13, 2013
 - Public Safety Committee, May 16, 2013

4. Verified Claims in the Amount of \$675,983.82
5. Purchases
6. License Applications
7. Approval of Application to Conduct Excluded Bingo - Slice of Shoreview
8. Amended Resolution - Vacation of Owasso Street, Lakeview Terrace, 3588 Owasso Street
9. Site and Building Plan Review - RJ Marco Construction, 577 Shoreview Park Road
10. Approval of Liquor License Renewal - Red Ginger China Bistro

VOTE: Ayes - 4 Nays - 0

PUBLIC HEARINGS

There were none.

GENERAL BUSINESS

PRELIMINARY PLAT/AMENDMENT PLANNED UNIT DEVELOPMENT, DEVELOPMENT STAGE

Presentation by City Planner Kathleen Nordine

Revisions to the plat require an amendment to the Planned Unit Development (PUD). The property is zoned C1, Commercial. The proposed preliminary plat would divide the Target property into three parcels. It is currently two parcels. Lot 1 would consist of 12.29 acres for the Super Target Store and parking. Lot 2 would be 1.14 acres for a parking area for future development. Outlot A is less than an acre for a storm water pond that will be conveyed to the City and will address runoff from the Red Fox Road improvement project. The proposal complies with City Code and Commercial District standards. Easements are required for storm water infrastructure and along bordering roads--Lexington, Red Fox and South Access Road. Other easements will be vacated with the Final Plat.

Parking for Super Target has 855 stalls. With this amendment, there would be 765 stalls, which is less than the required 806 stalls. Target states that an analysis of parking shows that at peak demand 544 stalls are needed. The Development Code does allow exceptions when the developer can demonstrate that less parking is needed. Staff believes this evidence has been provided and flexibility from parking requirements is justified.

With the plat revisions, the freestanding Target sign would be located on Lot 2, which makes it an off-site sign not permitted by Code. Target is proposing an easement agreement with Lot 2 to retain the sign. Staff believes that is an acceptable solution.

There would be no change to the amount of impervious surface coverage. Snow removal has been to Red Fox Road and South Access Road. With the City improvements to Red Fox Road, Target is requesting relief from the requirement to use it for snow removal.

In 2000, when Target expanded, retail hours were limited to 7:00 a.m. to 12:00 p.m. Truck traffic and deliveries were restricted between the hours of 12:00 p.m. and 5:00 a.m. Target has requested relief from these restrictions due to the current retail market. Nearby Island Lake residential property owners have expressed concern about the noise related to truck traffic. Staff believes it is reasonable to lift restrictions for the hours of retail. It is recommended that delivery hours remain the same.

The Planning Commission held a public hearing on this application at its last meeting and approved it on a 5 to 0 vote with staff recommendations.

Residents within 350 feet were notified. Comments of concern were submitted regarding truck traffic noise on Lexington and South Access Road, and on the future use of Lot 2. Ramsey County Parks was also notified and had no concerns.

Staff is recommending approval of the preliminary plat and the PUD amendment with the staff recommendations and conditions of approval listed in the staff report.

Councilmember Wickstrom asked if the south entrance could be restricted to right-in-right-out. Left turns are dangerous, and there have been accidents. Ms. Nordine stated that specific change has not been discussed. It would have to be done through Ramsey County.

Mayor Martin responded that once the Red Fox Road improvements are completed, she believes the South Access Road exit point will be relieved. However, temporary measures perhaps should be pursued with Ramsey County during the construction period of Red Fox Road.

Councilmember Quigley noted that there is significant development proposed for the west side of Lexington and until that is completed, it would be difficult for Ramsey County to respond to a request to change access on the South Access Road.

Public Works Director Maloney stated that Ramsey County is analyzing traffic on Lexington. Actual data on turning movements would be needed to request a change on the South Access Road.

Planning Commissioner Elizabeth Thompson stated that regarding hours of delivery restrictions, Commissioners proposed access from the north to mitigate noise but were advised that there could be more noise in maneuvering trucks. The Commission also emphasized compliance with landscaping plans and that landscaping be well maintained.

Councilmember Johnson stated that due to her employment with Target, she would abstain from voting on this matter.

City Attorney Kelly stated that four votes are needed for the PUD Amendment. A conflict of interest is a matter of interpretation. If there is a personal or financial gain, there is a definite conflict. As to being an employee, there is a possibility that employment is guaranteed because of this vote. The Council has an excellent record of transparency, and he would advise on the side of conservative caution.

If anyone were to raise the issue, it puts the City in a position of defense.

Mayor Martin stated that the Council can take action on the preliminary plat but would have to wait for a full Council to take action on the PUD Amendment at the next possible meeting. She opened the discussion to public comment.

Mr. John Dietrich, Target Corporation Development Manager, expressed his gratitude to staff for their work and support the recommendations as stated.

MOTION: by Councilmember Quigley, seconded by Councilmember Wickstrom to approve the preliminary plat portion of the application submitted by Target Corporation, 3800 Lexington Avenue. Said approval is subject to the following:

1. The Final Plat shall include a sidewalk easement along Red Fox Road and public drainage and utility easements as required by the Public Works Director.
2. The applicant shall apply for a Vacation, to vacate the existing easements that are no longer required as part of the development site. The Vacation Application shall be submitted concurrently with the Final Plat.
3. The applicant shall execute an agreement between the Lots 1 and 2 addressing the shared driveway, access, signage and maintenance. Said agreements shall be submitted to the City Attorney for review and approval prior to the City's release of the Final Plat.
4. Executed and recorded copies of the required agreements shall be submitted to the City prior to the issuance of a building permit on Lot 2.
5. Outlot A shall be conveyed to the City.
6. A sign easement that encumbers the existing Target Sign on Lot 2 shall be conveyed and benefit Lot 1. This easement shall be submitted to the City Attorney for review and approval prior to the release of the Final Plat for recording.
7. The Final Plat shall be submitted to the City for approval with the Final Stage PUD application.

This approval is based on the following findings of fact:

1. The proposed land use is consistent with the designated commercial land use in the Comprehensive Plan.
2. The proposed subdivision complies with the subdivision standards identified in the City's Development Code.
3. The subdivision of the property benefits the City, as the Outlot A will be conveyed to the City for stormwater ponding associated with the Red Fox Road construction project.

ROLL CALL: Ayes: Quigley, Wickstrom, Martin

Nays: None

Abstain: Johnson

CONSIDERATION OF ORDINANCES 908 AND 909 IMPLEMENTING ELECTRIC AND GAS SERVICE FRANCHISE FEES ON XCEL ENERGY

Mayor Martin explained that establishment of franchise fees have been discussed for four or five years. Under the existing agreement, this revenue tool has been available to the City for at least 20 years. Additional revenue is needed now because important renovation park projects and trail improvements have had to be postponed repeatedly because of cost increases and funds not being available.

The first ladder truck replacement many years ago was an exorbitant \$500,000; today such a replacement would be \$750,000. Repainting water towers used to be in the \$300,000 range; today it is closer to \$750,000. These high cost increases are seen in all replacements. Some park equipment is antiquated and even dangerous. The City has also seen decreased revenue. During the high growth phase, public use dedication fees were collected from developers that were used for park improvements. As the City is built out, those fees are no longer collected. For the past 25 years, the City received \$110,000 in tall tower fees from the radio and TV stations located in Shoreview that were also dedicated for park improvements. This year, the agreement with Telefarm expired, and the City will no longer be receiving tall tower fees. The Local Government Aid formula is such that Shoreview receives no state aid. The City has no control over the loss of these revenues that represent hundreds of thousands of dollars.

As parks and the Community Center age, updating amenities is required. One of the Council's primary goals is to attract young families. This is good for the community and for the school district. Young families look at parks and trails when moving to a community. These facilities and services need to be retained and improved for future generations.

Presentation by Finance Director Jeanne Haapala

Franchise ordinances and agreements with Xcel Energy have included franchise fees for at least 20 years. The fee could be up to 5%. Xcel's recommendation is a preference for a flat fee. Staff agrees this would be consistent with City objectives and fair to all residents. An amount of 2.5% is being considered.

Advantages to implementing franchise fees include:

- Creates a new revenue source
- Generates a substantial amount of revenue
- Diversifies the City's revenue stream, which is favorable to the City's bond rating
- Distributes the cost equally to all homeowners
- Reduces the pressure on the property tax levy
- Increasing funding for projects, such as building improvements, park upgrades and renovations, trail extensions, Commons Master Plan, Community Center building improvements

Approximately 72 cities charge franchise fees the majority of which use a flat fee rate. The flat fee would not change regardless of energy usage. A change in the amount of the fee would require a new ordinance adopted by the City Council. The flat fee proposed would be an

increase to all residential homeowners of \$3.80 per month on their utility bill--\$2.50 for electric and \$1.30 for gas. Commercial properties would be somewhat different.

Some would promote raising this level of funding through property taxes because it would be an income tax deduction. However, the total cost on property taxes would vary depending on the value of a home. The break even home value would be a home at \$134,000. That homeowner would pay the same under either an increase in property taxes or a franchise fee. This means that 91% of homes in Shoreview would pay less using a franchise fee; only 9% would pay more. As the value of the home increases, the disparity increases. A home valued at \$205,000 would pay over \$69 with a property tax increase and \$45.60 with the franchise fee approach. A home valued at \$500,000 would pay \$45.60 with a franchise fee but \$169.85 with a property tax increase. A franchise fee would be \$45.60 per year regardless of home value.

The problem with using the property tax system is that individual property values are constantly changing. Property values in specific classes change as well as in relation to all other classes. All of these changes are unpredictable with future legislatures.

Councilmember Quigley noted that the repository for the franchise fees would be a Community Investment Fund, which is further transparency of accountability for this new revenue.

Ms. Collette Jurek, Manager and Communications and Economic Development for Xcel Energy, stated that franchise fees would be in effect until the Council would make a change or until the franchise agreement expires with the company.

Councilmember Wickstrom asked for clarification on franchise fee rates for commercial properties. **Ms. Jurek** stated that different rate classifications are on file with the Public Utilities Commission. Commercial business rates depend on energy usage and rate structure.

Mayor Martin opened the discussion to public comment.

Mr. Rick Mons, 4685 Victoria Street, stated that he is completely in support of this action. The revenue need is dire, especially with the loss of development activity. This is a reasonable way of recovering revenue. There is a lot of need in the City's park system. It is important for Shoreview to retain its charm and attraction for new families. The parks are a crown jewel of Shoreview that needs to be retained. If there were another way to collect park user fees, he would support it. However, that is not an option and this is the next best way to cover these costs. He urged Councilmembers to support the proposal.

Mr. Kent Peterson, 1070 Bucher Avenue, stated that he has been a member of the Parks and Recreation Commission for 12 years and the Bikeways and Trails Committee prior to that. There has been much frustration by the lack of funding to complete the trail segments in the City's plan that has been in place for over 25 years. Most of the parks were designed in the 1960s and 1970s. Families really appreciate good parks with interactive playground equipment. The franchise fee will not be the overnight solution, but the revenue may allow all parks to be renovated over the next 20 years. He cautioned how broadly this revenue is used and not use it for items where there are user fees.

Mr. Jeff Gross stated that he and his family moved here for the parks and Community Center. Bucher Park was wonderful and now it is being torn down for renovation. The trails are also wonderful. What is wrong is driving around cyclists not using the trail. Bikers are not using the trails that are provided. There are also graffiti signs. The City has enough money and the right things are not being done, such as fixing graffiti signs. The City does not need more money.

Mr. Jim McBreen, 484 Lake Wabasso Court, stated that this is the first time he has felt the Council is proceeding down a wrong path. The utility bills are not sensitive to a household's ability to pay. This is a regressive tax with homeowners in a \$100,000 home paying the same as someone in a \$500,000 home. That is unfair. This fee on utility bills is outrageous. He supports parks, but this is a bad way to raise money. It is a tax on non-discretionary expenses. This charge has nothing to do with the franchise but is purely semantics. It is a charge on a utility bill collected by Xcel and handed over to the City. Xcel is being used as an agent to collect for Shoreview. A 2.5% increase is approximately \$45 per year per household. That \$45 is more important to the homeowners than the \$875,000 the City would receive. This is ethically incorrect because of the impact to lower income families who are receiving assistance on their energy bills. If a referendum were posed to the voters in Shoreview, he does not believe it would come close to passing.

Ms. Joyce Thompson, 4746 Victoria Street, stated that she is on a fixed income. City, state and the federal government all want another piece of her income. The City needs to live within a budget. Prices keep rising, but people are not getting raises. Taxpayers cannot afford to keep paying more.

Ms. April King stated that she lives on the corner of Dale and Mound. As a member of the Twin Cities North Chamber of Commerce, they have requested her to state their opposition to franchise fees. This is not good policy to raise revenue. As a resident of Shoreview, she does not believe use of the parks justifies this fee. Her husband's company has frozen income for the fourth time in six years. As an attorney, she has not raised her rates in five years. Her family is managing its expenses with rising costs on the same budget they have had for the last four years. The City is going to have to do the same. Attracting young families can be done with well managed finances. It was foreseeable that the tall tower fees would expire and that the City would reach full development and lose licensing fees. Plans are needed to run a tighter budget and improve parks with current revenue.

Mr. Tom Lemke, 5570 Schutta Road, stated that the quality of Shoreview parks, roads and Community Center keep him as a resident in Shoreview. He supports the fee. Neighboring communities with poorer roads pay through the nose because there is no plan in place. He favors good parks and that was a selling factor in the purchase of his home. There are 28 other metro cities also collecting franchise fees. He would guess that moving to another community would mean besides a franchise fee also higher property taxes. Shoreview is rated in the lower one-third in tax levies for the metro area because of the foresight and planning done by the City in the past. Shoreview is not doing anything that other cities are not doing. He would like to see the revenue put in a dedicated fund and not into general operations. Trails are multi-use and not dedicated for bicycles. He urged support for the franchise fee.

Mr. David Phillips, 5825 Oxford Street, stated that not only will the parks be updated but many expensive amenities are planned to be added that only a few will use. Adding this fee onto the utility bill has nothing to do with utilities. To maintain the parks is one cost but to add amenities is something else. The money the City has could be used more effectively. He urged reconsideration of how the City's money is being used, cut expenses and maintain what the City has.

Council Discussion

Mayor Martin stated that she does understand the argument put forth of raising money on property taxes and not on a franchise fee. She does not believe there is a right or a wrong on this issue. It is a fairness issue as much as anything. Even if residents do not use the parks, the value of their home is increased with quality parks. A selling point for many homes in this area is proximity to the Shoreview Community Center. As for bike trails, there are parts of Victoria in southern Shoreview with no shoulder for bikes. Shoreview has a basic level of service plan for bikes that was developed in the 1970s and is still not completed. The City does work hard to remove graffiti and potholes. She urged Mr. Gross to email City staff on the locations he was speaking about.

Mayor Martin further stated that she wishes there were other alternatives to raising this amount of money other than a franchise fee. She agreed that it does not make a lot of sense to put it on the utility bill. The City has no other option than to raise the money on property taxes. Of other cities the size of Shoreview, the City has the fourth lowest tax rate. This seemed like a fair approach. As for an income tax deduction, \$45 would not mean much to anyone, but that amount shared equally across the community is significant. Several communities have raised money for this purpose is issuance of bonds. Roseville just approved a \$19 million bid to address the neglected condition of their parks. Coon Rapids is doing a \$17 million bond referendum. This is not to build a lot of new structure but to provide good maintenance and basic updates of their park system.

Councilmember Quigley stated that the City has always worked hard on financial planning. A number one goal is financial stability. Revenue comes from taxes, assessments and fees. It is an annual exercise to keep the largest amount of revenue through taxes low. Assessments are low because of the City's assessment policy to not assess twice for road improvements. Staff has worked hard on staffing and economies and efficiencies to keep expenses in a proper ratio. Residents have stated that they favor financial stability and maintaining the services and amenities offered in Shoreview. The money has to come from somewhere. He feels this action is justified, although an onerous addition to City policy.

Councilmember Wickstrom stated that she has not always been in favor of franchise fees. However, she has recently changed her mind when she realized the amount of money that people would have to pay for park improvements. This is a fairer way for a vast majority of people in the community. This money is for something residents will appreciate and use. She does not want Shoreview to have to issue a massive bond referendum to pay for these costs. She agreed

that there should be a wise policy in place so that everyone knows where this money is being used. It is her hope that the fee will stay flat and not ever have to be raised.

Mayor Martin added that the fund to be created, the Community Investment Fund, would be structured to establish a fund balance that will generate money in the future. Responding to the comment about non-discretionary expenses, taxes are also non-discretionary, which would be the only other alternative to raise this amount of money. What is convincing to her is that 90% of homeowners would pay more under raising taxes. The way the City handles infrastructure replacements is considered a model for other cities. The City's AAA bond rating is partially based on the conscientious decisions for future costs. It is also based on diversification of revenue. Tax revenue can be changed by the legislature and is unpredictable.

Councilmember Johnson stated that as she looks at the City's future, her children and grandchildren will use these services. What is decided today sets a viable plan for the future. She commended Ms. Haapala and staff for their dedication to researching issues that are financially viable for the City. While she understands that many are facing financial hardship, the investment today needs to be made for the City's future.

MOTION: by Councilmember Quigley, seconded by Councilmember Johnson to adopt the attached ordinance number 908 implementing an electric service franchise fee.

ROLL CALL: Ayes: Quigley, Wickstrom, Johnson, Martin
Nays: None

MOTION: by Councilmember Quigley, seconded by Councilmember Wickstrom to adopt the attached ordinance number 909 implementing a gas service franchise fee.

ROLL CALL: Ayes: Wickstrom, Johnson, Quigley, Martin
Nays: None

Mayor Martin thanked all who attended and shared their thoughts and comments. She stated that this has been a difficult decision for the Council and one taken with great responsibility.

ADJOURNMENT

MOTION: by Councilmember Johnson, seconded by Councilmember Quigley to adjourn the meeting at 8:38 p.m.

VOTE: Ayes - 4 Nays - 0

Mayor Martin declared the meeting adjourned.

THESE MINUTES APPROVED BY COUNCIL ON THE ___ DAY OF _____ 2013.

Tom Simonson, Acting City Manager

DRAFT

**SHOREVIEW PLANNING COMMISSION
MEETING MINUTES
May 28, 2013**

CALL TO ORDER

Chair Solomonson called the May 28, 2013 Shoreview Planning Commission meeting to order at 7:00 p.m.

ROLL CALL

The following Commissioners were present: Chair Solomonson, Commissioners Ferrington, McCool, Proud, Schumer, and Thompson.

Commissioner Wenner was absent.

APPROVAL OF AGENDA

MOTION: by Commissioner Ferrington, seconded by Commissioner Schumer to approve the May 28, 2013 Planning Commission meeting agenda as submitted.

VOTE: Ayes - 6 Nays - 0

APPROVAL OF MINUTES

MOTION: by Commissioner Schumer, seconded by Commissioner Ferrington to approve the April 23, 2013 Planning Commission workshop meeting minutes, as submitted.

VOTE: Ayes - 6 Nays - 0

MOTION: by Commissioner Schumer, seconded by Commissioner Ferrington to approve the April 30, 2013 Planning Commission workshop meeting minutes, as submitted.

VOTE: Ayes - 6 Nays - 0

REPORT ON CITY COUNCIL ACTIONS:

City Planner Kathleen Nordine reported that the City Council has approved the following, as recommended by the Planning Commission:

- Site and Building Plan Review for St. Odilia Church for a Cemetery/Columbarium
- Text Amendment for Residential Setback Regulations
- Conditional Use Permit for Thomas and Linda Ritchie, 5186 Lexington Avenue
- Conditional Use Permit for Michael Keane, 5345 Hodgson Road

NEW BUSINESS

**PUBLIC HEARING - PRELIMINARY PLAT/PLANNED UNIT DEVELOPMENT
DEVELOPMENT STAGE**

FILE NO.: 2485-13-12
APPLICANT: TARGET CORPORATION
LOCATION: 3800 LEXINGTON AVENUE

Commissioner McCool stated that due to his current business association with Target, he would recuse himself from this discussion and will not vote on this matter.

Presentation by City Planner Kathleen Nordine

The application is for a preliminary plat to divide the parcel from two parcels into three parcels. As a result of the changes to the plat, an amendment to the PUD is required. Lot 1 would be SuperTarget and parking; Lot 2 would be parking for future retail development; Outlot A is a storm water pond. The application complies with C1 District standards and the Subdivision Code. Easements will be required for storm water infrastructure. Additional easements will be required for Lexington, Red Fox Road and the South Access Road. Other existing easements will be vacated with the Final Plat. Outlot A would be conveyed to the City to use for the Red Fox Road improvements. There is shared access between Lots 1 and 2. Should future development occur on Lot 2, an easement agreement would be needed for shared access.

With subdivision of Lot 2, Target parking spaces are reduced from 855 to 765. Parking required is 806 stalls based on the square footage of the building. Target has done a parking analysis and indicated that at peak use, 544 stalls are needed. An exception to parking standards is allowed by Code. Staff believes Target's parking analysis is sufficient to allow flexibility from the requirement.

There is a freestanding sign on Lot 2. Once the subdivision takes place, the sign becomes an off-site sign, which is not allowed. Target has requested the sign remain, which would require a sign easement agreement between Lots 1 and 2. The sign could be shared with another user of Lot 2.

There is no change to impervious surface coverage. However, with the new plat, impervious surface is redistributed. The current PUD requires Target to remove snow from Red Fox Road. As Red Fox Road is maintained by the City, Target seeks release from snow removal.

The hours of operation are limited to 7:00 a.m. and 12:00 a.m. Target seeks release from that restriction to meet current market demand. Truck deliveries are prohibited from 12:00 a.m. to 5:00 a.m. Target also seeks flexibility with this restriction. The time restrictions for operations and truck deliveries were included in the PUD in response to Island Lake residents' concerns about noise. In 2000, the truck delivery bays were moved from the south side of the building to the north side. Comments from Island Lake residents to this proposal state that they do hear truck delivery noise. Staff recommends easing of hours of operations but retaining truck delivery restrictions.

Property owners were notified beyond 350 feet to include the Island Lake neighborhood. Aside from noise, concerns were also expressed about traffic at the intersection of the South Access Road and Lexington and the future use of Lot 2. There is a Ramsey County Park site to the east of the site. Ramsey County expressed no concerns with this application.

Staff is recommending that the Planning Commission forward a recommendation of approval to the City Council. Modifications to the PUD are reasonable regarding lifting restrictions on hours of operation and snow removal.

Commissioner Ferrington stated that for the flexibility and modifications requested, she would like to see use of pervious surface on Lot 1, which will become 90% impervious surface. Further, she would like to see added landscaping that is required to be maintained. She would also like to see bike racks provided.

Chair Solomonson expressed concern about the reduction of parking stalls for Target and the fact that what is developed on Lot 2 is an unknown and how it would impact parking. Ms. Nordine stated that there is shared access with Lot 2, and potentially there could be a parking agreement between the two parcels.

City Attorney Kelly stated that proper notification has been given for the public hearing at this meeting.

Chair Solomonson opened the public hearing.

Mr. John Dietrich, Senior Development, Target Corporation, stated that Target supports and accepts the recommendations of staff on this proposal. Delivery restrictions were requested to be lifted, as the development across Red Fox Road has no restrictions. However, due to the comments expressed, Target is willing to continue complying with the restrictions. There is no plan to change hours of operation, but restrictions are requested to be lifted, so that hours can be expanded during holidays. There is no plan to change the impervious surface. The landscaping around the pond is owned by Target. In order to use the pond for runoff from other properties than Target, it was decided that the best option would be to make it a public storm water pond. When Lot 2 develops, he anticipates added green aisles. Target's nationwide standard for parking is four stalls per 1000 square feet of building area. Rather than a ratio of parking, Target has analyzed the number of customers per car to make the site efficient. He is confident that the 765 parking stalls are sufficient for the site. Bicycle racks are available on the site. A new sidewalk will be put in with the Red Fox Road improvements. Landscaping will be done according to staff requirements. Trucks are encouraged to access the site from Red Fox Road, although it is a sharp turn. Access is easier from the South Access Road.

There were no further comments or questions from the public.

MOTION: by Commissioner Ferrington, seconded by Commissioner Schumer to close the public hearing.

VOTE: Ayes - 6 Nays - 0

MOTION: by Commissioner Schumer, seconded by Commissioner Proud to recommend the City Council approve the preliminary plat and amendment to the planned unit development stage applications submitted by Target Corporation, 3800 Lexington Avenue. Said approval is subject to the following:

Preliminary Plat

1. The Final Plat shall include a sidewalk easement along Red Fox Road and public drainage and utility easements as required by the Public Works Director.
2. The applicant shall apply for a Vacation, to vacate the existing easements that are no longer required as part of the development site. The Vacation Application shall be submitted concurrently with the Final Plat.
3. The applicant shall execute an agreement between the Lots 1 and 2 addressing the shared driveway, access, signage and maintenance. Said agreements shall be submitted to the City Attorney for review and approval prior to the City's release of the Final Plat.
4. Executed and recorded copies of the required agreements shall be submitted to the City prior to the issuance of a building permit on Lot 2.
5. Outlot A shall be conveyed to the City.
6. A sign easement that encumbers the existing Target Sign on Lot 2 shall be conveyed and benefit Lot 1. This easement shall be submitted to the City Attorney for review and approval prior to the release of the Final Plat for recording.
7. The Final Plat shall be submitted to the City for approval with the Final Stage PUD application.

Planned Unit Development – Amendment

1. This PUD amendment replaces the previous PUD approvals from 1989, 1990 and 2000.
2. A Development Agreement shall be executed and shall include applicable provisions from the previous PUD approvals referenced in Condition No. 1 above as well as any requirements associated with this PUD amendment.
3. The applicant shall execute an agreement between the Lots 1 and 2 addressing the shared driveway, access, signage and maintenance. Said agreements shall be submitted to the City Attorney for review and approval prior to the City's review of the Final Stage PUD plans and Final Plat.
4. Development on Lot 2 shall require an amendment to this Planned Unit Development.
5. Target agrees to work with the City on developing a landscape plan that addresses landscaping within the landscape islands where trees have died and have been removed. Said plan shall be submitted with the Final PUD application.
6. Truck traffic to Lot 1 shall be prohibited between the hours of 12:00 am and 5:00 am with the exception of trailer drop-offs.
7. An exception to the City's minimum parking requirements is approved as part of this PUD. As indicated in the submittal, 765 stalls shall be provided on Lot 1 for the SuperTarget Retail store.
8. The existing freestanding sign on Lexington Avenue identifying the SuperTarget store may remain provided a sign easement is conveyed to and benefits Lot 1. It is the City's preference that this sign be shared with the future use of Lot 2.

9. The existing condition limiting the retail hours of the SuperTarget Store from 7:00 am to 12:00 am shall be lifted with this approval.
10. Target is released from the responsibility imposed with the 1989 PUD requiring snow removal on Red Fox Road as this road is plowed and maintained by the City of Shoreview. Target shall continue to be responsible for the removal of snow on the South Access Road until such time the City takes over snow plowing on said road.

This approval is based on the following findings of fact:

1. The proposed land use is consistent with the designated commercial land use in the Comprehensive Plan.
2. The proposed subdivision complies with the subdivision standards identified in the City's Development Code.
3. The subdivision of the property benefits the City, as the Outlot A will be conveyed to the City for stormwater ponding associated with the Red Fox Road construction project.

VOTE: Ayes - 5 Nays - 0 Recusal - 1 (McCool)

WIRELESS TELECOMMUNICATION PERMIT

FILE NO.: 2484-13-11
APPLICANT: VERIZON WIRELESS, LLC/BUELL CONSULTING, INC.
LOCATION: 4344 HODGSON ROAD (SITZER PARK)

Presentation by Senior Planner Rob Warwick

A permit application has been submitted for a 75-foot monopole at the northwest corner of the hockey rink in Sitzer Park. An equipment shelter of 12 feet by 20 feet is also proposed with an exterior to match the park pavilion. The hockey rink lights will be mounted on the monopole, which will replace a light standard. The proposed monopole will have a 36-inch base that tapers to approximately 28 inches at the top. Antennas will be inside and not visible.

In 2008, the park was rezoned from TOD-1, which allows a 60-foot tower, to TOD-2, which allows a 75-foot tower. T-Mobile then built a tower at the southeast corner of the hockey rink. In 2010, approval was granted to Clearwire Legacy to replace the light standard at the northwest corner of the hockey rink with a 75-foot monopole, but it was not built.

Sitzer Park is in the R1 Detached Residential zoning district with Telecommunications Overlay District (TOD-2). Surrounding land uses are detached single family residential with the exception of a church to the south. The setback of the monopole would be 120 feet from the west property line, 150 feet from the north property line and over 240 feet from the nearest residence. All setbacks exceed the height of the monopole as required. The monopole is not designed for collocation of a second carrier due to RF interference. The Acting Park and Recreation Director suggests the shelter be located on the west side of the rink with the monopole and shelter surrounded by turf. Verizon is revising its plan to comply. Black Hills Spruce trees are also suggested to extend an existing line of conifers along Hodgson Road to help screen the new monopole. Verizon is developing a landscape plan. The City's consultant, OWL Engineering, has reviewed the proposal and finds it complies with FCC requirements and RF emissions. FAA requires no lighting.

Notice was sent to property owners within 350 feet. Two comments were received expressing concern about landscaping as the park has just been renovated. Two comments were received approving the increased and improved Verizon coverage. Staff is recommending approval.

Chair Solomonson asked if another tower would be allowed on this site, if collocation is not possible. Mr. Warwick explained that the antenna arrays have to be stacked and cannot be located at the same height. Because of tree interference, collocation would not be possible. Code states that only one tower can be located on a site with the exception that the City reserves the right to allow more towers on a site on a case-by-case basis.

Chair Solomonson asked if another design would allow collocation to prevent a request for a third pole. Mr. Warwick stated that height is the limiting factor. The design could allow expansion on the top for future capacity. Code allows a 20% increase in height when there is interference.

Commissioner Ferrington stated that she would hesitate to approve a pole that would reach 90 feet for another carrier, as neighbors have not had an opportunity to comment on such a plan.

Mr. Paul Harrington, Buell Consulting, Representative for Verizon, stated that Verizon has no problem accommodating the conditions in the staff report. He explained that for collocation to take place antennas would be attached to the pole as extended arms rather than shrouded within the tower. A larger circumference tower would be needed for collocation to function. Collocation was discussed with the 2008 application, when it was decided to use a stealth design that makes the tower less obtrusive.

Commissioner Solomonson asked for further information on the equipment building. **Mr. Harrington** stated that the building is approximately 7 feet in height. It will contain a HVAC system and batteries and a connector for a generator. A generator will not be located on the site.

Commissioner Schumer noted that photos in the report do not accurately show the height of the equipment building. **Mr. Harrington** agreed to provide them.

Mr. Garrett Lysiak, OWL Engineering, 5448 Hamline Avenue, stated that there is no RF interference. There is a signal coverage problem. This proposal solves the problem. More sites are needed because of the need for increased capacity. The City has to make a decision between collocation and stealth.

Stealth requires COAX cables in the center of the pole. To allow collocation, a bigger pole design would be required. Cities have to decide on larger stealth towers or more towers. If collocation is going to be required, the design must be amended at this point. Expansion cannot be added once a stealth pole is built for one provider. No technology interference from the other tower is anticipated. There is no RF emission problem for the hockey rink from the proposed antennas.

Commissioner Proud asked if COAX cable can be replaced with fiber or more expensive technology. **Mr. Lysiak** stated that he has only seen one system using fiber. There is not a more expensive technology that will more easily provide collocation accommodation. The next technical issue will be capacity, which will require more towers. Proving a need because of capacity is very subjective, and ordinances need to be in place to address this issue.

Chair Solomonson requested that the Shoreview Code be reviewed to address provider capacity. This is a small park, and he has concerns that more applications will be made for this site.

MOTION: by Commissioner Ferrington, seconded by Commissioner Thompson to recommend the City Council approve the wireless Telecommunications Facility Permit application submitted by Buell Consulting on behalf of Verizon Wireless LLC for property located at 4344 Hodgson Road. Said approval is subject to the following:

1. The project must be completed in accordance with the plans submitted as part of the Wireless Telecommunications Facility Permit application. Any significant changes to these plans, as determined by the City Planner, will require review and approval by the Planning Commission.
2. This approval will expire after one year if a building permit has not been issued and work has not begun on the project.
3. This approval is contingent upon the City Council authorizing the lease with Verizon Wireless LLC, including the 20 by 40 foot monopole and equipment lease area, and easements for access and utilities. These easements shall be non-exclusive.
4. The plan shall be revised so that the lease area and shelter are located at the NW corner of the hockey rink. The monopole location shall approximate the location of the existing light standard, and the shelter shall be south of the monopole oriented along a north-south axis.
5. The monopole height, including antennae, shall not exceed 75-feet above existing ground level.
6. The conduit from the equipment cabinet to the monopole shall be routed underground.
7. The site is subject to confirmation that RF emissions conform to FCC requirements. Verizon shall notify the City when the system is installed, prior to operation. A City selected RF engineer shall be provided access to the site to test RF emissions.
8. A landscape plan shall be submitted that includes conifers along the west park boundary and screening for the shelter when viewed from the north, subject to approval of the Building and Ground Superintendent. A landscape surety shall be submitted to insure the installation of the landscape materials.
9. Upon completion of construction of the WTF, vehicle access for normal maintenance shall be limited to the parking area, unless otherwise approved by the Building and Grounds Superintendent.
10. A permanent emergency power generator shall not be installed on the site. Temporary emergency power generation shall occur on-site only after power outages of 4 or more hours. Verizon shall notify the City if emergency power is needed to operate the Wireless Telecommunications Facility.
11. The applicant shall enter into a Wireless Telecommunications Facility Agreement with the City.

This approval is based on the following findings of fact:

1. The proposed WTF with a height of 75-feet is consistent with the goals and policies of the Comprehensive Plan, and the requirements of the Development Code for a WTF.
2. The 'stealth' monopole design, separation from residential uses and equipment shelter design aid to reduce the visual impact of the monopole and wireless equipment.
3. The redevelopment will not have a significant adverse impact on the City park or surrounding residential property.

Discussion:

Commissioner McCool offered an amendment to condition No. 4 at the end of the first sentence to add, "and the ground lease area features turf surface, as recommended by the Acting Park and Recreation Director."

Commissioners Ferrington and Thompson accepted the amendment.

Chair Solomonson requested staff to schedule a discussion of stealth v. collocation and capacity in a workshop session.

VOTE: Ayes - 5 Nays - 1 (Solomonson)

SITE AND BUILDING PLAN REVIEW

FILE NO.: 2486-13-13
APPLICANT: RJ MARCO CONSTRUCTION, INC./NEWVESCO, LLC
LOCATION: 577 SHOREVIEW PARK ROAD

Presentation by City Planner Kathleen Nordine

The application is to construct a 5,500 square foot addition onto the south side of the existing structure at 577 Shoreview Park Road. The property is vacant. Allied Electric would be the new occupant. Currently, the property is developed with a 9,240 square foot office/warehouse building. The parking area would be expanded; the storage area will be reconfigured, and storm water facilities will be added with infiltration basin and holding pond. The property consists of approximately 2 acres. It is located in the I, Industrial zone and surrounded by other industry and the PUD of Deluxe Campus.

The storage area was allowed south of the building under a Conditional Use Permit in 1998. The configuration will change with the building addition, but the storage area size will not change. The Conditional Use Permit will remain in effect with approval of this application with the exception that the temporary storage containers must be removed immediately. Parking for 16 stalls is planned. Code requires 25 stalls. Proof of parking for 29 stalls will be provided. Impervious surface coverage is 50%, less than the allowed 75%. Black Hill Spruces are recommended in landscape screening. Wall finishes will match the existing building.

Notices were sent to property owners within 350 feet. One comment was received in support of the proposal. The Building Official has noted that a fire suppression system is required. Staff recommends approval, as the plan is consistent with the City's Development Code.

Commissioner McCool clarified that the new plan will cover requirements of maintained landscaping under the Conditional Use Permit. He asked the number of employees, as the required parking is not being provided. Ms. Nordine stated that there are nine employees, and four work off-site. Commissioner McCool requested that parking be revisited automatically if there is a change in use.

Commissioner Ferrington stated that suggested adding a specific requirement that landscaping be maintained.

Mr. Paul Noland, RJ Marco Construction, stated that the storage containers will be removed.

MOTION: by Commissioner McCool, seconded by Commissioner Proud to recommend the City Council approve the Site and Building Plan review application submitted by RJ Marco Construction, Inc. on behalf of Newvessco, LLC for a building addition at 577 Shoreview Park Road. Said approval is subject to the following with the addition to condition No. 3 that, "The Site Development Agreement shall address construction of additional parking spaces and proof of parking area upon change of the use of the parcel.

1. This approval permits the construction of a 5,500 square foot addition onto the existing building at 577 Shoreview Park Road. The addition shall be used as warehouse.
2. Approval of the final grading, drainage, utility, and erosion control plans by the Public Works Director, prior to the issuance of a building permit for this project.
3. The applicant is required to enter into a Site Development Agreement and Erosion Control Agreement with the City. Said agreements shall be executed prior to the issuance of any permits for this project.
4. The items identified in the memo from the City Engineer must be addressed prior to the issuance of a building permit.
5. The landscape plan shall be revised by replacing the proposed Colorado Spruce with Black Hills Spruce.
6. The location and area of the outside storage area may be revised pursuant to the approved plans. Conditions identified in Resolution 98-49, the conditional use permit for this storage area, with the exception of Condition No. 1, shall remain in effect.
7. The existing semi-trailers and temporary storage shelter shall be removed immediately.
8. The Building Official is authorized to issue a building permit for the project, upon satisfaction of the conditions above.

This approval is based on the following findings of fact:

1. The proposed land use is consistent with the designated industrial land use in the Comprehensive Plan.
2. The proposed development complies with the standards identified in the City's Development Code.
3. The proposed improvements will not conflict with or impede the planned use of adjoining property.

Discussion:

Commissioner Ferrington offered an amendment to condition No. 5 that, "Plants shall be maintained or replaced if they die or become unhealthy." Commissioner McCool accepted this language as part of the motion.

Commissioner Schumer stated that with occupancy, he believes the landscaping will be maintained and questioned adding an amendment about plants becoming unhealthy.

Commissioner Ferrington agreed and removed "or become unhealthy" from her amendment. Commissioners McCool and Proud accepted the changed amendment.

VOTE: Ayes - 6 Nays - 0

Chair Solomonson called a five-minute break and then reconvened the meeting.

MISCELLANEOUS

City Council Meetings

Commissioner Thompson and Chair Solomonson will respectively attend the June 3rd and June 17th City Council meetings.

Discussion, Text Amendment Message Center Signs

File No. 2420-11-13

The four-month moratorium on message center signs means that the City Council is expecting review of a text amendment by their August 24th meeting. She suggested an open workshop for expert consultants to talk to the Planning Commission, Economic Development Commission and City Council Members. The dates that work would be the weeks of June 10th or June 17th. A draft amendment would be presented at the Planning Commission meeting on June 25, 2013. There will be further review by the Economic Development Commission and then the Planning Commission would hold a public hearing at the July meeting with the amendment going to the City Council on August 19, 2013.

Commissioner Proud requested that an illumination standard be established that is understood and then how to enforce it. Ms. Nordine stated that would be addressed at the workshop.

Chair Solomonson emphasized the need to address public safety because of the variable times used in other cities.

Ms. Nordine outlined the topics to be covered in this amendment:

- Message center signs are allowed for quasi-public uses and standards need to be defined for the zoning district
- Businesses have to go through a Comprehensive Sign Plan process. Additional criteria would be added to this process.
- Establish additional standards for message center signs on commercial properties that are near residential areas
- Address public safety issues
- Amend the purpose and findings section in the sign code
- Address the brightness and lighting issue.

Planning Commission Workshop

The Planning Commission held a workshop meeting at 6:00 p.m. immediately preceding this regular meeting.

ADJOURNMENT

MOTION: by Commissioner Schumer, seconded by Commissioner Thompson to adjourn the meeting at 9:33 p.m.

VOTE: Ayes - 6 Nays - 0

ATTEST:

Kathleen Nordine
City Planner

SHOREVIEW BIKEWAYS & TRAILS COMMITTEE

Meeting Minutes

June 6, 2013

1. CALL TO ORDER

The meeting was called to order at 7:10 p.m.

2. ROLL CALL

Members Present: Keith Severson, Craig Francisco, Jay Martin, Judd Zandstra, Mark Stange

Members Absent: Craig Mullenbach

Guests: None

City Staff: Charlie Grill

3. APPROVAL OF AGENDA

The committee agreed and approved the updated agenda.

4. APPROVAL OF MEETING MINUTES

The minutes of the May 2, 2013 meeting were reviewed and approved by consensus of the Committee.

5. COMMITTEE DISCUSSION ITEMS

The meeting began with an addition to the agenda items. Mark Stange wanted to add the topic of signage at the community center to encourage people to bike to the gym over the summer. The committee agreed and added the item to the agenda.

After a brief review of the May monthly report by Charlie, the committee returned to the topic of changing the t-shirt design for the Tour de Trails. It was agreed that instead of having the year on the shirt, that different colors would be used, making it easier to do large orders and allow t-shirts to be reused in future years. Craig F. and Keith will work out final details with the graphic design. Order will be placed shortly after the July meeting.

During discussions regarding Slice Booth activities, it was proposed that Now Bikes could possibly bring SWAG as giveaway prizes for an energy bike race. This consists of two bikes that calculate the energy output of the person peddling. Two contestants go head to head for a free prize. Craig will discuss details with Now Bikes representative.

Finally, Mark Stange wanted to discuss the idea of posting signs at the community center to promote people to bike to the gym during the summer. Charlie will bring the idea to the parks department and forward their input back to the committee by the July meeting.

6. ADJOURNMENT

The meeting was adjourned at 7:55 PM.

Memorandum

To: Mayor and City Council Members
City Manager

From: Tom Simonson
Assistant City Manager and Community Development Director

Date: June 13, 2013

Re: Monthly Report
- Administration Department
- Community Development Department

Development Project Updates

Lakeview Terrace Apartments. The developer and City executed all the financing and site development agreements and associated securities for the Lakeview Terrace Apartments project. This enabled the City Council to go forward with the approval of the bid award and other contracts required to initiate the public improvements for the redevelopment at their meeting on May 20th.

The public improvements are now underway beginning with construction of a temporary access from the Midland Terrace apartment complex to County Road E/Victoria Street. Once the temporary signal and road work phase is completed in the next month, and the current Owasso Street is removed, the developer will then start construction on the new apartment building while simultaneously the City is undertaking the permanent public improvements. The goal is to have most of the main road work, new rail crossing, and traffic signals completed by November of this year. Lakeview Terrace will take about one year to complete and the opening is expected sometime during the summer of 2014.

PaR Systems. PaR Systems is now occupying the new 48,000 square foot facility at their Shoreview campus on County Road E. PaR Systems had a very aggressive construction schedule to set-up the new building with equipment necessary for manufacturing and assembling robotics for large cranes.



Some of this work will include production for their contract to assist with clean-up of the Fukushima nuclear power plant in Japan. The City assisted with the expansion project by providing tax increment financing support. A special ceremony and public open house in celebration of the new facility will be hosted by PaR Systems on June 21st.

Trader Joe's Store. The contractor for the developer of phase two of the Red Fox Retail Project, Venture Pass Partners, LLC, is on schedule for completing the construction of the new Trader Joe's specialty market to anchor the retail development. The main building shell is nearing completion

and the developer expects to turn over the store to Trader Joe's in June for them to complete interior finishing work. Trader Joe's anticipates opening the store near the end of October.

TSI Incorporated. TSI, Incorporated, located at 500 Cardigan Road, is also moving rapidly on completing a major building expansion to their corporate headquarters and manufacturing facility in Shoreview. The building structure has been completed on the 58,000 square foot addition to their existing facility, and interior finishing work is underway. TSI has set a target date of completion by mid-June, and officials have discussed holding an event commemorating the expansion. The City provided financial assistance for the project through the creation of a new tax increment district. TSI expects to hire an additional 180 employees over the next several years in conjunction with the building project.



Economic Development Authority Update

The Economic Development Authority (EDA) has recently focused on several discussion items relating to housing actions that are part of their current work plan. Staff presented the findings of an analysis of the rate and location of foreclosed homes that have transitioned over to rental properties. This was in follow-up to recent changes to rental licensing endorsed by the EDA including late fees for application renewals and delinquent utility bills, and requiring crime free/drug free lease addendums. These recommendations will be considered by the Council at their June 17th meeting.

The EDA also reviewed a report outlining how the City, enforcement and social service agencies, and other communities currently respond to the growing issue of garbage houses and hoarding. The EDA has directed staff to develop comprehensive response plan on how to provide the support and assistance needed to assist property owners. City staff has met recently with several agencies including the Minnesota Hoarding Project to gather information and determine what services might be available to assist our residents with this type of disorder. The City is considering hosting a training session in July for area cities and service agencies, featuring representatives from the Hoarding Project, and discussing ideas on how to better handle these serious situations which can negatively impact a neighborhood and community.

Economic Development Commission Update

The Economic Development Commission (EDC) has dedicated most of their recent meetings to strategic planning and development of a new work plan. The EDC has adopted a new vision and mission statement to reflect their current role, and how they advise and support the Council, especially since the establishment of the EDA. A major component of the updated EDC work plan will be to continue focus on the Business Retention and Expansion Program (BRE). The consensus of both the Council and EDC is to expand the personal business visits to the next level of emerging businesses which have potential for growth in the community. The EDC vision and mission

statement as well as the updated work plan will be presented to the City Council at an upcoming workshop meeting.

Planning Commission Update

The Planning Commission will be meeting on June 25th and they will have four items scheduled for review including a PUD – Concept Stage application from United Properties for a senior housing cooperative on the properties at 4785 Hodgson Road (Kozlak's) and the single-family home immediately west at 506 Tanglewood. Lawrence Sign also submitted revised sign plans for the Comprehensive Sign Plan application for the SuperAmerica gas/convenience store at 3592 Lexington Avenue. The two other applications are residential variance requests.

An informational workshop is scheduled for June 20th at 6:30 p.m. to discuss electronic message center signs. A sign contractor, sign design consultant and a representative from sign manufacturer Daktronics will be attending the workshop and be available to answer questions. Members of the Planning Commission, EDC and City Council are invited to attend.

A workshop is also scheduled for July 16th with the Environmental Quality Committee and Planning Commission to discuss surface water management, industry standards, and watershed district and city requirements.

The regular July Planning Commission meeting has been rescheduled to August 6th due to the planned sound system upgrades in the council chambers, which is scheduled for installation at the end of July.

Economic Gardening Initiative

City staff recently attended a regional economic development forum for a new pilot “Economic Gardening” being formed by five metro area counties including Ramsey County. A Regional Economic Gardening Network has been established that would develop methods and resources to assist and support growing emerging businesses in the Twin Cities region.

Cities have been asked to nominate local businesses to apply for the program, which would provide assistance and support to promote their growth. As such, the City recently sent letters and background information to a dozen local companies identified as meeting the criteria to introduce them to the program and encourage them to apply for participation (due by July 15th).

Companies interested in participating in the program must meet certain minimum qualifications of what are termed “second-stage” businesses. Specifically, in order to be considered for selection as a participant in the *Economic Gardening* program, an enterprise must meet the following criteria at the time of selection:

1. Be a for-profit, privately held company headquartered and operating in Ramsey, Anoka, Carver, Hennepin and Scott Counties.
2. Have between \$1 million and \$50 million in annual revenue or working capital in place from investors or grants.
3. Employ 10 to 99 full-time equivalent W-2 employees, including the owner.
4. Maintained its principal place of business in Ramsey, Anoka, Carver, Hennepin and Scott Counties for at least the previous 2 years.
5. Demonstrated growth in either revenue or employees in 2 of the last 5 years.

6. Provide product(s) and/or services beyond current service area to regional and/or international markets.

Informational meetings are being hosted by the Saint Paul Chamber of Commerce and Twin Cities North Chamber of Commerce, where businesses can learn more about the initiative – including the upcoming Shoreview/Arden Hills Business Council meeting on June 19th. Ramsey County officials will be present to discuss the initiative, and will also be attending the EDC meeting on June 18th.

Housing and Code Enforcement Activity

Rental Licensing. To date, 558 General Dwelling Unit licenses (GDUs are single-family homes, townhouses, condominiums) have been issues along with the 8 Multi-Family Dwelling Unit licenses (MFUs are rental apartment complexes). Approximately 100 new rental licenses were applied for in 2012.

The 2013 inspections are underway, with a total of 284 GDU units and 461 MFU units scheduled for inspection during 2013. All 461 MFU inspections have been completed. The on-going GDU inspections are geographically scheduled by neighborhood and conducted every other week by the Housing and Code Enforcement Officer. So far 105 of the 284 GDU rental properties have been inspected.

Code Enforcement. There have been 20 new code enforcement cases opened in the past month. The table below summarizes the status of code enforcement activity:

Year	Total Cases	Cases Open	Cases Closed
2013	63	26	37
2012	159	26	133

Citations – Two citations were issued to a homeowner on the same day by the Ramsey County Sheriff Animal Control Officer. The citations were issued for failure to remove animal waste from their rear yard and failure to dispose of the waste in a sanitary manner. This homeowner is currently on probation for previous citations issued to them for barking dog violations. A pretrial has been scheduled and the City Attorney’s office is going to try to charge the defendant for violating the “no same/similar” probation.

Garbage/Clutter Houses – The Housing and Code Enforcement Officer and Lake Johanna Fire Marshal continue to follow-up with three homeowners who were previously notified of property maintenance, housing and fire code violations and have entered into compliance agreements with the City. Per our agreements with these homeowners, the City and Lake Johanna Fire Department staff has the authority to conduct follow-up inspections to ensure compliance to the City's ordinances and fire code.

In response to a complaint, Ramsey County Social Services recently contacted staff regarding a potential garbage home/hoarding situation on North Owasso Blvd. Ramsey County, City and the Fire Department personnel were allowed to enter the home by the property owner and assess the housing conditions. While there were no serious issues pertaining to hoarding, the home was posted uninhabitable due to the lack of proper working kitchen and sanitation facilities. The water to the property was also shut off in response to a water leak which was not being addressed by the

occupant. Staff continues to work with the property owner to resolve these issues and getting them back into their home.

SHINE Inspections. SHINE neighborhood inspections were conducted in late May by Community Development staff. The SHINE neighborhood is located in the central portion of the City, north of Tanglewood Drive, east of Larson Lane and north to Birch Lane N. In addition, the neighborhoods east of Hodgson Road on Tanglewood Drive and Old Farm Village were also included. There were about 360 properties inspected (see map on right).

The following table is a summary of the results of the inspections, and letters have been sent to the property owners within the neighborhoods of the findings.

2013 Spring Shine Map



VIOLATION TYPE	Totals	VIOLATION TYPE	Totals
Property Maintenance		Housing Maintenance	
Outside Storage/Refuse	6	Housing Maintenance	11
Vehicle Storage/Parking	2		
Tall grass/weeds	5		
No Violations	118		

The most common non-compliant conditions observed throughout the neighborhoods included housing maintenance, outside storage and refuse, and parking and storage of vehicles and equipment. The staff is working with property owners who had more significant violations to gain compliance to the City's codes.

Miscellaneous

- The Council and EDC hosted another successful *Shoreview Business Exchange* event at the Hilton Garden Inn on June 6th. Over 20 businesses were represented and some were first-time attendees. The next event will be held in early December.
- City staff, under the direction of the City Council, is finalizing the draft community survey with the professional polling firm Decision Resources Ltd. The 2013 survey will be conducted in the late June and July timeframe with the goal of receiving the results back by September so that it can be considered as part of the 2014-2015 biennial budget process by the Council.
- Niki Hill has officially joined our City team in a planning and economic development position within the Community Development Department. Niki has served as an intern this past year, assisting both the department and the Economic Development Authority. She will split her

duties between planning/zoning administration, GIS/data management, and housing and economic development program support for the EDA.

- City staff continues to work with our vendor Vision Internet on completing the new City and Community Center websites. The project is being coordinated by Assistant to the City Manager Tessia Melvin. Currently staff is editing, proofing and adding photos to the new created pages. The website will have a new design, enhanced features and tools for much easier navigation by users. The target date to go live with the launch of the new website to the public is Monday, July 8th.
- Human Resources Director Laurie Elliott was a co-presenter at the MN Safety & Health Conference last month held in Minneapolis. This conference attracts both public and private sector safety professionals from all over Minnesota as well as surrounding states. The topic was *Managing Safety Resources: A look at How Cities and Counties Implement Safety Programs*.
- Attached is the monthly report on building permit activity from the Building Official through May, 2013. While we are significantly behind last year's valuation at this time, it will be strengthened once the building permit is issued for the Lakeview Terrace apartment project.
- Also attached is the monthly report from the Housing Resource Center (HRC) on the housing services provided to Shoreview residents through May, 2013.

ECONOMIC GARDENING

CULTIVATING HOME-GROWN BUSINESSES IN RAMSEY COUNTY



Economic Gardening provides a suite of high end, high speed business growth resources to non-competing second stage businesses who want to grow.

- ✓ CEO Peer coaching and collaboration roundtables
- ✓ CEO Informational Forums/Referral Networks
- ✓ Technical Assistance and Focused Research, especially strategic market research, GIS mapping, search engine optimization & social media marketing

**Is your business headquartered in Ramsey County?
Are you thinking of expansion? Is something holding you back?**

*If you answer **yes** to most of these questions, Economic Gardening may interest you!*

- 🌱 **Is your business generating \$1M to \$50M annually?**
- 🌱 **Do you have 10-99 employees?**
- 🌱 **Have your revenues or employment grown during 2 of the past 5 years?**
- 🌱 **Do you provide products or services in regional, national or global markets?**

Scholarship Applications are due July 15.

Learn more about the Economic Gardening initiative and how second stage businesses are transitioning.

June 12 - Maplewood/North St. Paul Business Council
June 19 - Shoreview/Arden Hills Business Council
June 26 - Roseville Business Council

Register at www.saintpaulchamber.com/events



**CITY OF SHOREVIEW
BUILDING INSPECTOR MONTHLY REPORT
COMPARISON OF YEAR 2013 WITH 2012**

	MAY 2013		TO DATE 2013		MAY 2012		TO DATE 2012	
	PERMITS	VALUATION	PERMITS	VALUATION	PERMITS	VALUATION	PERMITS	VALUATION
DWELLINGS			2	\$1,325,000			6	\$1,750,000
TOWNHOMES			0	\$0			0	\$0
ADDITIONS	6	\$162,200	14	\$517,200	5	\$436,000	28	\$973,925
GARAGES			0	\$0			0	\$0
MISCELLANEOUS	110	\$542,700	240	\$1,555,803	93	\$319,269	237	\$1,577,756
APARTMENTS			0	\$0			1	\$7,482,000
OFFICES			0	\$0			0	\$0
RETAIL			1	\$1,285,000			1	\$1,310,000
INDUSTRIAL/WAREHOUSE			0	\$0			0	\$0
PUBLIC BUILDINGS			0	\$0			0	\$0
COMMERCIAL ADDITIONS			2	\$385,000			0	\$0
COMMERCIAL ALTER	5	\$84,045	29	\$1,304,751	4	\$193,500	17	\$4,676,083
TOTAL	121	\$788,945	288	\$6,372,754	102	\$948,769	290	\$17,769,764

CC: CITY MANAGER
DIR. COMMUNITY DEV
MAYOR

Housing Resource Center - NorthMetro City of Shoreview Monthly Status Report July 1, 2001 - May 31, 2013

	July-01	Jan-02	Jan-03	Jan-04	Jan-05	Jan-06	Jan-07	Jan-08	Jan-09	Jan-10	Jan-11	Jan-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	Dec-13	Yr-to-Date	TOTAL	
Number of Calls	43	208	589	168	170	240	275	171	130	271	141	101	11	8	6	5	7	0	0	0	0	0	0	0	0	37	2,544
MHFA Fix Up Fund/Rehab/Rental																											
Loan Applications Rec'd	0	6	1	8	6	6	5	3	3	5	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	45
Loans Closed	0	5	1	5	3	0	3	2	1	5	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	26
Shoreview Home Energy Loan																											
Loan Applications Rec'd																											14
Loans Closed																											12
Ramsey County Deferred Loan																											
Loan Applications Rec'd	0	0	3	3	2	0	2	3	1	5	1	1	0	0	0	2	0	0	0	0	0	0	0	0	0	2	23
Loans Closed	0	0	2	0	0	1	1	1	1	2	4	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	14
Construction Consultation Report																											
Consultation Phone or Walk-in	5	37	14	57	69	72	123	108	71	108	65	41	3	2	2	3	2	0	0	0	0	0	0	0	0	12	782
Site Visits	0	25	31	51	31	58	88	67	43	78	47	28	2	3	2	2	3	0	0	0	0	0	0	0	0	12	559
Scopes & Inspections	5	31	57	8	0	2	2	2	3	3	0	0	0	0	0	0	1	0	0	0	0	0	0	0	1	114	
Total SERVICES Provided	53	312	698	300	281	379	499	357	253	488	268	179	18	13	10	12	13	0	0	0	0	0	0	0	0	66	4,133

NOTE: These numbers reflect the number of CLIENTS serviced. In many instances a client will receive more than one service.

TO: Terry Schwerm, City Manager

FROM: Jeanne A. Haapala, Finance Director

DATE: June 12, 2013

RE: Monthly Finance Report

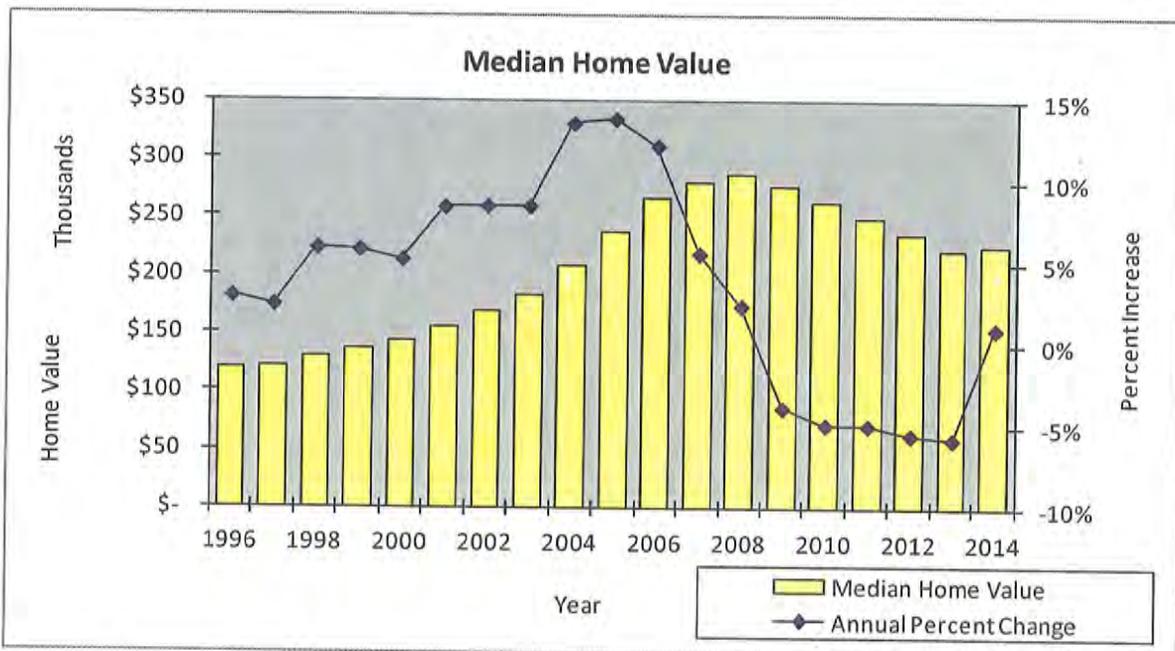
Preliminary Median Values

The table at right and the graph below provide a history of median home values from 1996 through 2013, as well as the preliminary value for 2014. For the first time since 2008, Shoreview's median value is expected to increase in 2014 (by 1%).

Ramsey County's most recent Assessment Report states that for suburban Ramsey County, total residential value is increasing about .9%, commercial/industrial values are increasing .7% and apartment values are increasing 5.9%. The Assessor also reports that within suburban Ramsey County, about 53% of single-family home values will increase, 45% of home values will decrease and 2% will remain the same.

More information about taxable values will be released in early August, in time for the adoption of the preliminary tax levy.

Year	Median Home Value	Annual Percent Change
1996	\$118,400	3.0%
1997	121,300	2.4%
1998	128,500	5.9%
1999	136,000	5.8%
2000	143,100	5.2%
2001	155,200	8.5%
2002	168,400	8.5%
2003	182,700	8.5%
2004	207,500	13.6%
2005	236,250	13.9%
2006	265,050	12.2%
2007	279,900	5.6%
2008	286,600	2.4%
2009	275,600	-3.8%
2010	262,200	-4.9%
2011	249,350	-4.9%
2012	235,700	-5.5%
2013	222,200	-5.7%
2014	224,500	1.0%



State Auditor's Report

For several years the State Auditor's office has compiled data from Minnesota cities into an annual report. The 2011 version of the report was released earlier this year, and includes information about revenues, expenditures, debt levels and fund balances. The illustrations that follow were prepared based on excerpts of the data for comparison cities. These cities include those in the metro area that are closest to Shoreview in population, selecting 14 larger and 14 smaller. It should be noted that Shoreview's population is 13.2% below the average of the cities in this group for 2011.

Revenue Per Capita – The first set of data (in the table below) shows revenue per capita for all funds, by source.

Revenue Per Capita by Source 2011	High	Average	Low	Shoreview	Shoreview to Average
Property tax	\$ 773.05	\$ 415.79	\$ 183.64	\$ 352.10	-15.3%
TIF	235.96	69.63	1.07	81.04	16.4%
Franchise tax	122.26	18.53	-	11.43	-38.3%
Other tax	28.22	1.86	-	0.58	-68.8%
Special assessments	140.84	48.62	7.51	7.70	-84.2%
Licenses & permits	61.48	28.71	11.64	17.57	-38.8%
Federal (all combined)	68.10	8.90	-	0.03	-99.7%
State (all combined)	168.03	71.10	12.30	43.74	-38.5%
Local (county & other combined)	68.42	10.87	-	3.19	-70.7%
Charges for service	352.91	124.89	25.37	222.63	78.3%
Fines & forfeits	25.76	8.33	2.47	2.47	-70.3%
Interest	52.82	21.48	1.50	14.02	-34.7%
All other governmental	84.99	30.22	8.09	8.09	-73.2%
Water/sewer/storm/st lights	526.32	238.87	132.26	289.51	21.2%
Electric (enterprise)	1,313.55	124.22	-	-	-100.0%
Com Dev (enterprise)	16.21	0.56	-	-	-100.0%
All other enterprise operations	125.65	28.12	-	-	-100.0%
Total All Funds	\$ 2,620.94	\$ 1,250.70	\$ 761.03	\$ 1,054.10	-15.7%

Shoreview is below average in all categories except TIF revenue, charges for service and utility revenue (for water, sewer, surface water and street lighting).

- Shoreview's assessment revenue per capita is 84% below average, likely due to the limited use of this financing mechanism in Shoreview
- Shoreview's receives less state aid per capita than all comparison cities except Chanhassen
- Charges for service revenue are higher due to the combined impact of community center memberships/admissions, and recreation program fees
- Utility revenue is higher in Shoreview in part due to differences in how cities collect revenue for surface water management and street lighting (both are utility funds in Shoreview)

The highest amount of taxes levied, when measured on a per capita basis, is in Golden Valley, at \$773.05. The lowest is White Bear Lake at \$183.64. The average tax per capita is \$415.79, with Shoreview at \$352.10 (15.3% below average).

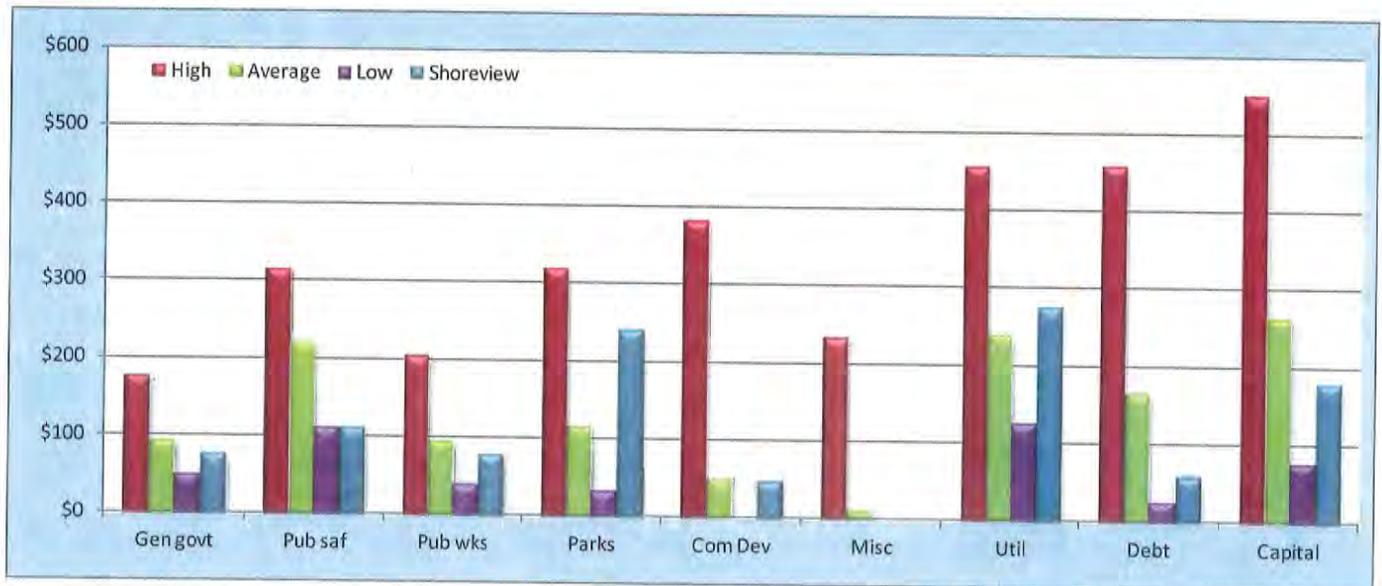
Expense per capita by program area is presented in the table and graph below.

Spending Per Capita by Source	High	Average	Low	Shoreview	Shoreview to Average
General government	\$ 178.55	\$ 94.66	\$ 52.49	\$ 79.12	-16.4%
Public safety	315.46	221.24	113.67	113.67	-48.6%
Public works	207.17	95.73	42.42	80.49	-15.9%
Parks & recreation	319.40	116.50	35.95	240.31	106.3%
Commun devel/EDA/HRA/Hous	381.86	52.64	-	49.18	-6.6%
All other governmental	234.14	13.78	-	-	-100.0%
Water/sewer/storm/st lights	455.87	238.19	127.03	274.95	15.4%
Electric	1,188.46	113.09	-	-	-100.0%
All other enterprise operations	126.08	23.95	-	-	-100.0%
Debt payments	457.51	165.01	28.52	59.41	-64.0%
Capital outlay	548.67	263.27	79.22	178.89	-32.1%
Total All Funds	\$ 2,715.70	\$ 1,398.06	\$ 853.18	\$ 1,076.02	-23.0%

Shoreview is below average in all activity areas except parks (due to community center and recreation program spending, which is primarily supported by user fees and membership revenue), and utility funds (water, sewer, surface water and street lighting combined).

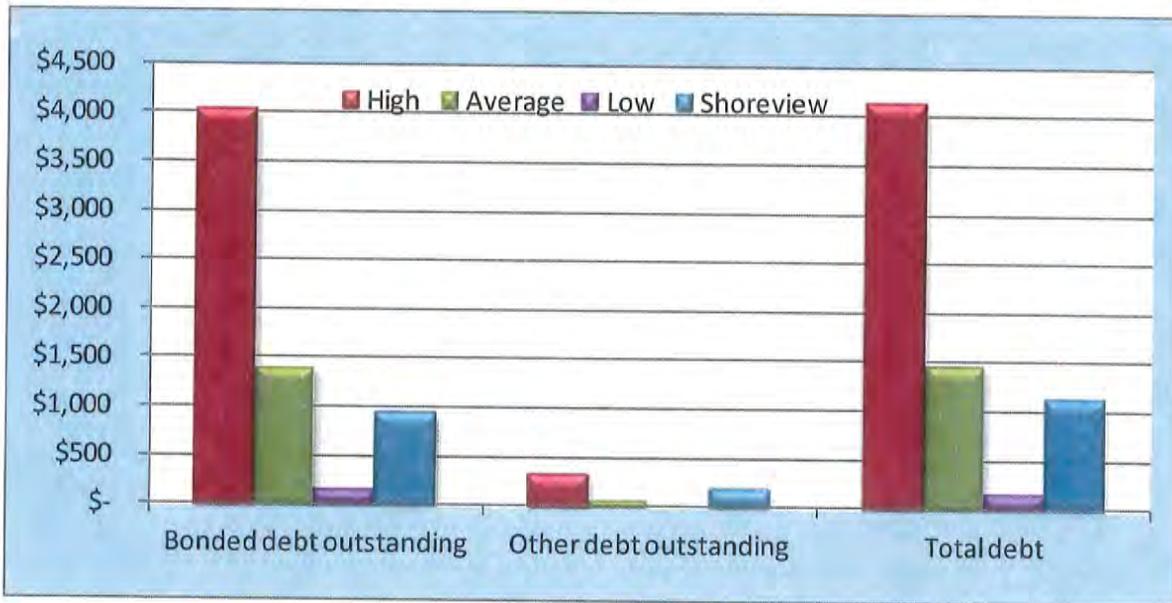
- Shoreview's public safety spending continues to be the lowest among comparison cities, due to the manner in which the City provides police and fire protection (through contracts with Ramsey County for police and Lake Johanna Fire Department for fire)
- Parks spending is higher due to the community center and recreation programs
- Utility spending is higher in Shoreview in part due to differences in how cities account for surface water management and street lighting (both are utility funds in Shoreview)
- Total spending per capita is 31.6% below average

The graph below provides the same information (excluding electric enterprise and other enterprise operations).



Debt Per Capita for Shoreview and comparison cities is provided in the table below. Shoreview's outstanding bonded debt is 35% below average, and total debt is 24.8% below average. Other debt in Shoreview includes the certificates of participation for the community center addition.

Debt Per Capita					Shoreview
	High	Average	Low	Shoreview	to Average
Bonded debt outstanding	\$ 3,794	\$ 1,343	\$ 129	\$ 869	-35.3%
Other debt outstanding	291	56	-	184	228.7%
Total debt	\$ 3,896	\$ 1,399	\$ 130	\$ 1,053	-24.8%

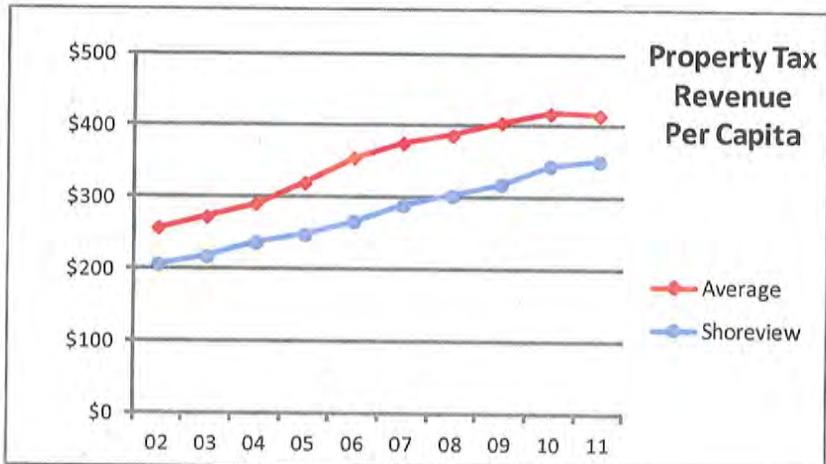


The illustrations on the next 3 pages show how a selected number of these statistics have changed over the past 10 years, comparing Shoreview to the average in each instance. Shoreview is represented by the blue line, and the average for comparison cities is shown in red.

Shoreview has gained slightly among comparison cities on property taxes per capita.

Property Tax Revenue Per Capita

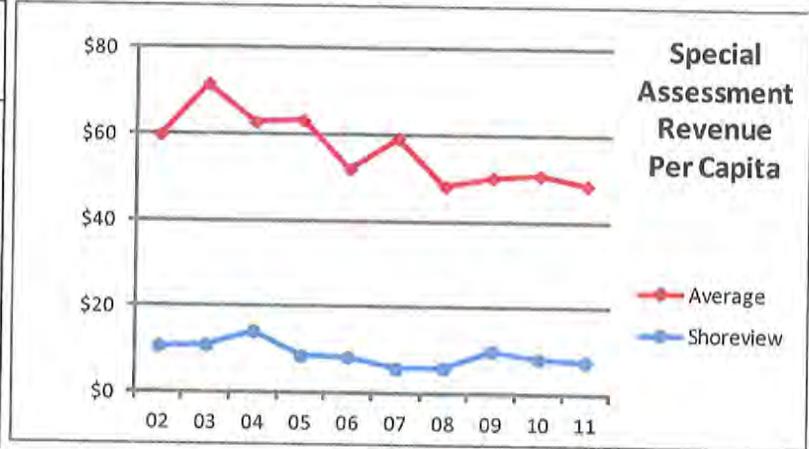
Year	Average	Shoreview	Shoreview % of Average
2002	\$ 256.86	\$ 206.20	80.3%
2003	\$ 272.25	\$ 217.24	79.8%
2004	\$ 290.96	\$ 237.15	81.5%
2005	\$ 320.32	\$ 248.16	77.5%
2006	\$ 355.38	\$ 266.90	75.1%
2007	\$ 376.09	\$ 289.70	77.0%
2008	\$ 387.00	\$ 303.32	78.4%
2009	\$ 405.01	\$ 319.72	78.9%
2010	\$ 417.95	\$ 345.37	82.6%
2011	\$ 415.79	\$ 352.10	84.7%



Special assessment revenue per capita in Shoreview has held relatively constant and remains significantly below average in all years.

Special Assessment Revenue Per Capita

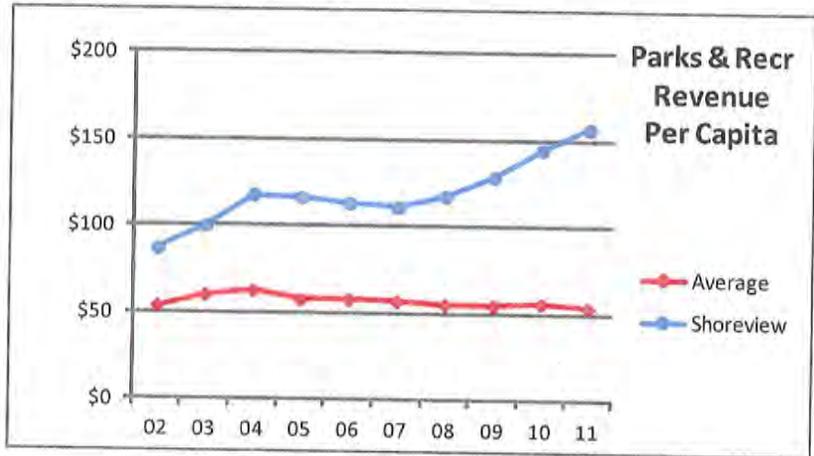
Year	Average	Shoreview	Shoreview % of Average
2002	\$ 59.84	\$ 10.74	17.9%
2003	\$ 71.62	\$ 10.96	15.3%
2004	\$ 62.80	\$ 14.30	22.8%
2005	\$ 63.28	\$ 8.62	13.6%
2006	\$ 52.06	\$ 8.35	16.0%
2007	\$ 59.24	\$ 5.84	9.9%
2008	\$ 48.30	\$ 6.11	12.7%
2009	\$ 50.27	\$ 10.05	20.0%
2010	\$ 50.90	\$ 8.32	16.3%
2011	\$ 48.62	\$ 7.70	15.8%



Parks and recreation revenue per capita (from fees and memberships) continue to rise in Shoreview, while the average for comparison cities has declined slightly.

Parks & Recreation Revenue Per Capita

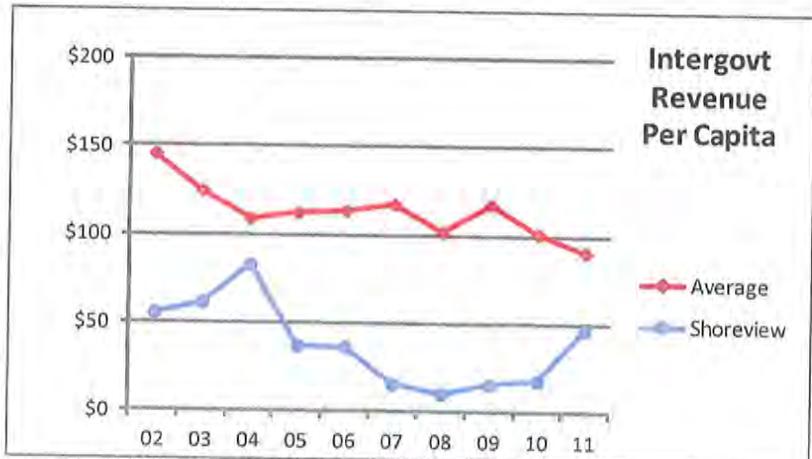
Year	Average	Shoreview	Shoreview % of Average
2002	\$ 53.54	\$ 86.62	161.8%
2003	\$ 59.90	\$ 99.68	166.4%
2004	\$ 62.49	\$ 117.65	188.3%
2005	\$ 57.46	\$ 116.30	202.4%
2006	\$ 57.61	\$ 113.24	196.6%
2007	\$ 56.84	\$ 110.97	195.2%
2008	\$ 55.16	\$ 117.55	213.1%
2009	\$ 54.58	\$ 128.72	235.8%
2010	\$ 55.96	\$ 144.62	258.4%
2011	\$ 53.70	\$ 156.86	292.1%



Shoreview has received significantly less state aid per capita than average. The increase in intergovernmental revenue for 2011 was MSA funding for street projects.

Intergovernmental Revenue Per Capita

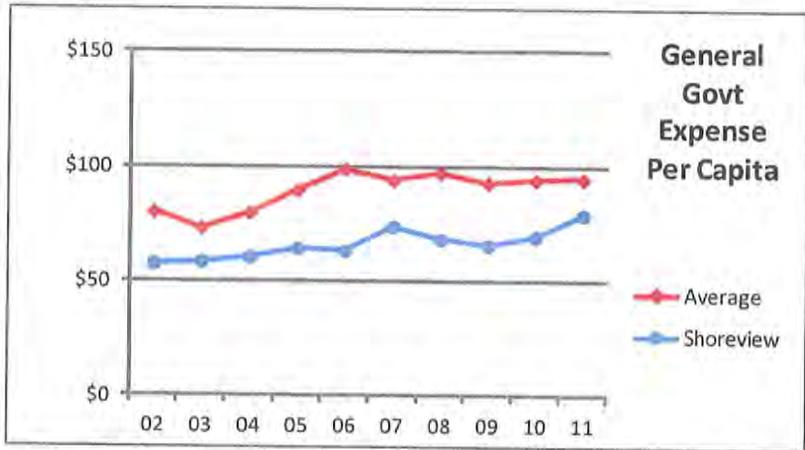
Year	Average	Shoreview	Shoreview % of Average
2002	\$ 145.53	\$ 55.40	38.1%
2003	\$ 124.44	\$ 61.26	49.2%
2004	\$ 108.98	\$ 82.66	75.8%
2005	\$ 112.44	\$ 37.13	33.0%
2006	\$ 113.89	\$ 36.35	31.9%
2007	\$ 117.56	\$ 15.67	13.3%
2008	\$ 102.07	\$ 10.39	10.2%
2009	\$ 117.69	\$ 15.61	13.3%
2010	\$ 101.15	\$ 17.89	17.7%
2011	\$ 90.87	\$ 46.96	51.7%



General government spending per capita has remained consistent compared to the average with slight gains in 2011.

General Government Expense Per Capita

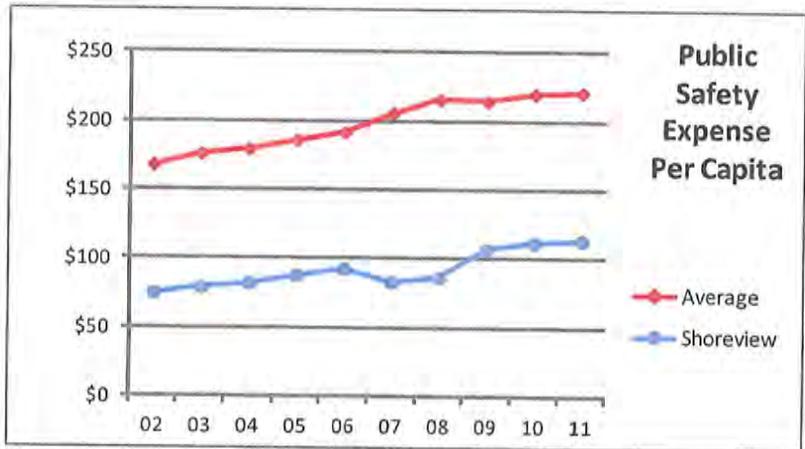
Year	Average	Shoreview	Shoreview % of Average
2002	\$ 80.02	\$ 57.46	71.8%
2003	\$ 72.98	\$ 58.50	80.2%
2004	\$ 79.62	\$ 60.47	75.9%
2005	\$ 89.47	\$ 64.25	71.8%
2006	\$ 98.77	\$ 63.18	64.0%
2007	\$ 93.91	\$ 73.77	78.6%
2008	\$ 97.14	\$ 68.30	70.3%
2009	\$ 92.89	\$ 65.74	70.8%
2010	\$ 94.20	\$ 69.47	73.7%
2011	\$ 94.66	\$ 79.12	83.6%



Public safety spending per capita has remained consistent compared to the average.

Public Safety Expense Per Capita

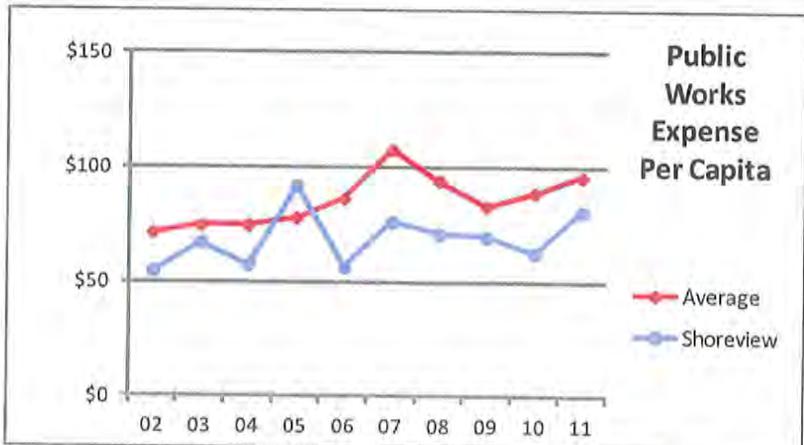
Year	Average	Shoreview	Shoreview % of Average
2002	\$ 167.73	\$ 74.96	44.7%
2003	\$ 175.97	\$ 78.98	44.9%
2004	\$ 179.32	\$ 82.10	45.8%
2005	\$ 186.12	\$ 87.89	47.2%
2006	\$ 191.67	\$ 92.61	48.3%
2007	\$ 205.60	\$ 83.17	40.5%
2008	\$ 215.73	\$ 86.42	40.1%
2009	\$ 214.41	\$ 106.84	49.8%
2010	\$ 220.10	\$ 111.96	50.9%
2011	\$ 221.24	\$ 113.67	51.4%



Public works spending per capita has remained relatively consistent compared to the average, with some fluctuation due to the amount of seal coating each year.

Public Works Expense Per Capita

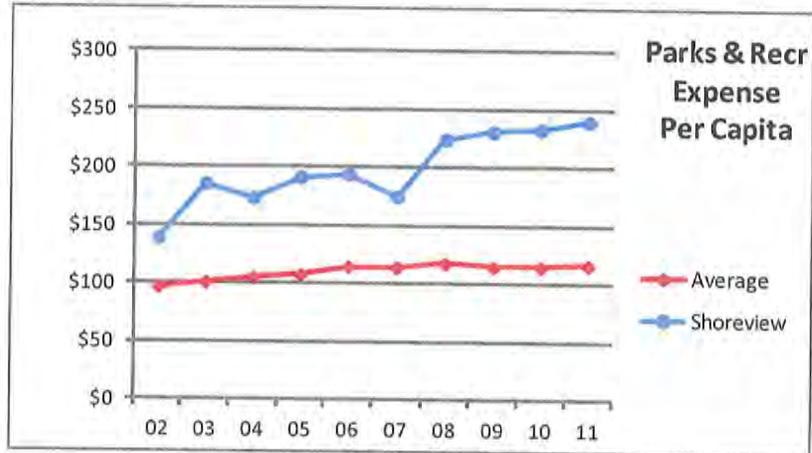
Year	Average	Shoreview	Shoreview % of Average
2002	\$ 71.24	\$ 54.59	76.6%
2003	\$ 74.48	\$ 67.11	90.1%
2004	\$ 74.56	\$ 57.45	77.1%
2005	\$ 77.83	\$ 91.67	117.8%
2006	\$ 86.28	\$ 56.50	65.5%
2007	\$ 107.43	\$ 75.93	70.7%
2008	\$ 94.02	\$ 70.79	75.3%
2009	\$ 82.90	\$ 69.46	83.8%
2010	\$ 88.88	\$ 62.59	70.4%
2011	\$ 95.73	\$ 80.49	84.1%



Parks and recreation spending per capita continues to exceed the average (due to community center and recreation program costs).

Parks & Recreation Expense Per Capita

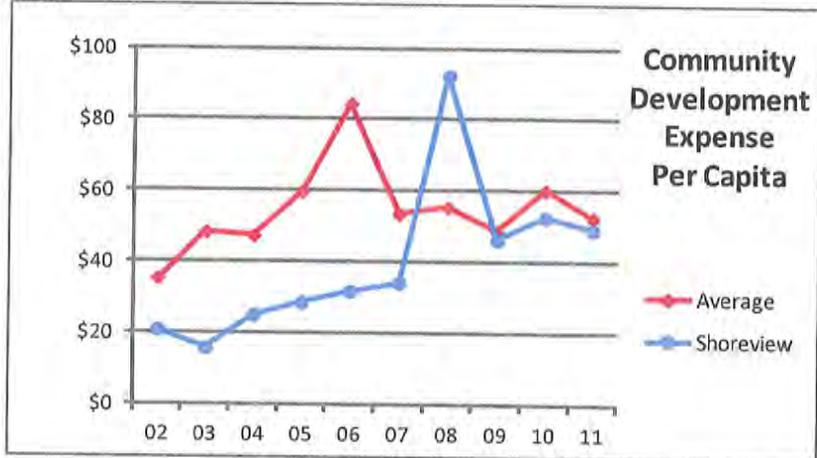
Year	Average	Shoreview	Shoreview % of Average
2002	\$ 96.45	\$ 138.88	144.0%
2003	\$ 100.95	\$ 185.42	183.7%
2004	\$ 104.91	\$ 173.49	165.4%
2005	\$ 107.56	\$ 191.64	178.2%
2006	\$ 114.61	\$ 194.38	169.6%
2007	\$ 113.98	\$ 175.05	153.6%
2008	\$ 117.68	\$ 224.47	190.7%
2009	\$ 114.80	\$ 231.52	201.7%
2010	\$ 114.90	\$ 233.38	203.1%
2011	\$ 116.50	\$ 240.31	206.3%



Community development spending per capita has varied compared to averages. The high in 2008 is the result of assistance for Par Systems.

Community Development Expense Per Capita

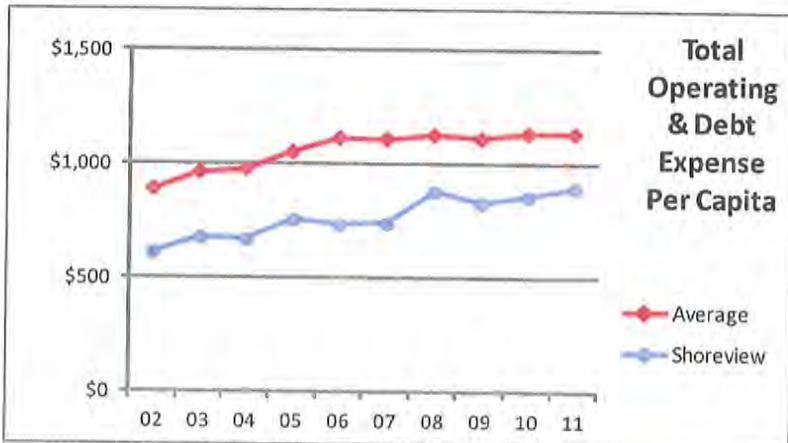
Year	Average	Shoreview	Shoreview % of Average
2002	\$ 35.24	\$ 20.78	59.0%
2003	\$ 48.26	\$ 15.74	32.6%
2004	\$ 47.30	\$ 24.99	52.8%
2005	\$ 59.75	\$ 28.55	47.8%
2006	\$ 84.41	\$ 31.67	37.5%
2007	\$ 53.61	\$ 34.18	63.8%
2008	\$ 55.43	\$ 92.38	166.7%
2009	\$ 48.65	\$ 46.39	95.4%
2010	\$ 60.29	\$ 52.61	87.3%
2011	\$ 52.64	\$ 49.18	93.4%



Total spending per capita (for operating and debt payment combined) continues to be low compared to the average.

Operating & Debt Expense Per Capita

Year	Average	Shoreview	Shoreview % of Average
2002	\$ 887.23	\$ 610.45	68.8%
2003	\$ 963.31	\$ 675.23	70.1%
2004	\$ 975.21	\$ 667.29	68.4%
2005	\$ 1,052.05	\$ 753.81	71.7%
2006	\$ 1,113.18	\$ 734.24	66.0%
2007	\$ 1,108.30	\$ 739.33	66.7%
2008	\$ 1,126.69	\$ 879.77	78.1%
2009	\$ 1,110.50	\$ 830.16	74.8%
2010	\$ 1,134.36	\$ 858.38	75.7%
2011	\$ 1,134.79	\$ 897.13	79.1%



Additional information and analysis of the State Auditor data will be provided to the City Council during the budget process later this year.

Monthly Report

The monthly financial report for all operating funds for the month of May is attached.

General Fund
For Year 2013 Through The Month Of May

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Property Taxes	6,639,567		6,639,567		
Licenses & Permits	314,050	166,036	148,014	52.87	85.60
Intergovernmental	185,622	83,393	102,230	44.93	46.23
Charges for Services	1,284,970	198,833	1,086,137	15.47	17.97
Fines & Forfeits	62,500	10,156	52,344	16.25	24.27
Interest Earnings	45,000		45,000		
Miscellaneous	24,040	11,355	12,685	47.23	54.90
TOTAL REVENUES	8,555,749	469,772	8,085,977	5.49	7.00
EXPENDITURES					
General Government					
Administration	549,989	212,015	337,974	38.55	34.71
Communications	195,504	85,962	109,542	43.97	25.39
Council & commiss	146,343	84,880	61,463	58.00	54.15
Elections	3,300	90	3,210	2.72	
Finance/accounting	558,561	231,318	327,243	41.41	39.61
Human Resources	258,301	91,231	167,070	35.32	32.41
Information systems	327,064	142,247	184,817	43.49	41.29
Legal	95,000	35,224	59,776	37.08	33.60
Total General Government	2,134,062	882,966	1,251,096	41.37	36.71
Public Safety					
Emergency services	7,618	2,160	5,458	28.36	30.26
Fire	947,610	473,802	473,808	50.00	50.41
Police	1,927,465	703,365	1,224,100	36.49	37.18
Total Public Safety	2,882,693	1,179,328	1,703,365	40.91	41.31
Public Works					
Forestry/nursery	115,096	20,267	94,829	17.61	21.19
Pub Works Adm/Engin	453,274	170,794	282,480	37.68	34.53
Streets	791,653	212,760	578,893	26.88	27.76
Trail mgmt	115,797	24,105	91,692	20.82	17.16
Total Public Works	1,475,820	427,925	1,047,895	29.00	28.58
Parks and Recreation					
Municipal buildings	130,035	9,794	120,241	7.53	7.07
Park Maintenance	1,139,696	303,389	836,307	26.62	28.20
Park/Recreation Adm	341,562	136,008	205,554	39.82	37.49
Total Parks and Recreation	1,611,293	449,192	1,162,101	27.88	28.54
Community Develop					
Building Inspection	155,874	72,094	83,780	46.25	36.68
Planning/zoning adm	402,507	151,430	251,077	37.62	34.62
Total Community Develop	558,381	223,523	334,858	40.03	35.21

General Fund
For Year 2013 Through The Month Of May

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
TOTAL EXPENDITURES	8,662,249	3,162,934	5,499,315	36.51	35.19
OTHER					
Transfers In	519,000	47,917	471,083	9.23	9.62
Transfers Out	-412,500	-96,665	-315,835	23.43	48.34
TOTAL OTHER	106,500	-48,748	155,248	-45.77	-183.92
Net change in fund equity		-2,741,910	3,373,580		
Fund equity, beginning		3,976,412			
Fund equity, ending		1,234,502			
Less invested in capital assets					
Net available fund equity		1,234,502			

Recycling
For Year 2013 Through The Month Of May

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Intergovernmental	67,000		67,000		
Charges for Services	480,980	7,678	473,302	1.60	2.66
TOTAL REVENUES	547,980	7,678	540,302	1.40	2.31
EXPENDITURES					
Public Works					
Recycling	504,166	129,634	374,532	25.71	24.96
Total Public Works	504,166	129,634	374,532	25.71	24.96
TOTAL EXPENDITURES	504,166	129,634	374,532	25.71	24.96
Net change in fund equity	43,814	-121,956	165,770		
Fund equity, beginning		114,960			
Fund equity, ending		-6,996			
Less invested in capital assets					
Net available fund equity		-6,996			

STD Self Insurance
For Year 2013 Through The Month Of May

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Charges for Services	7,500	3,172	4,328	42.29	41.87
Interest Earnings	600		600		
TOTAL REVENUES	8,100	3,172	4,928	39.16	38.77
EXPENDITURES					
Miscellaneous					
Short-term Disab	8,000	1,395	6,605	17.44	63.11
Total Miscellaneous	8,000	1,395	6,605	17.44	63.11
TOTAL EXPENDITURES	8,000	1,395	6,605	17.44	63.11
Net change in fund equity	100	1,777	-1,677		
Fund equity, beginning		41,503			
Fund equity, ending		43,280			
Less invested in capital assets					
Net available fund equity		43,280			

Community Center
For Year 2013 Through The Month Of May

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Charges for Services	2,323,755	1,013,535	1,310,220	43.62	40.60
Interest Earnings	9,000		9,000		
Miscellaneous		143	-143		
TOTAL REVENUES	2,332,755	1,013,678	1,319,077	43.45	40.46
EXPENDITURES					
Parks and Recreation					
Community center	2,561,724	1,021,685	1,540,039	39.88	38.08
Total Parks and Recreation	2,561,724	1,021,685	1,540,039	39.88	38.08
TOTAL EXPENDITURES	2,561,724	1,021,685	1,540,039	39.88	38.08
OTHER					
Transfers In	312,000	130,000	182,000	41.67	41.67
TOTAL OTHER	312,000	130,000	182,000	41.67	41.67
Net change in fund equity	83,031	121,992	-38,961		
Fund equity, beginning		828,287			
Fund equity, ending		950,279			
Less invested in capital assets					
Net available fund equity		950,279			

Recreation Programs
For Year 2013 Through The Month Of May

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Charges for Services	1,400,926	518,612	882,314	37.02	37.99
Interest Earnings	4,800		4,800		
Miscellaneous		40	-40		
TOTAL REVENUES	1,405,726	518,652	887,074	36.90	37.87
EXPENDITURES					
Parks and Recreation					
Adult & youth sports	109,874	27,684	82,190	25.20	25.30
Aquatics	131,212	55,115	76,097	42.00	34.45
Community programs	100,183	53,351	46,832	53.25	37.65
Drop-in Child Care	68,196	28,635	39,561	41.99	36.28
Fitness Programs	201,306	82,344	118,962	40.91	40.58
Park/Recreation Adm	344,288	133,149	211,139	38.67	34.95
Preschool Programs	74,516	42,120	32,396	56.53	47.05
Summer Discovery	196,598	6,548	190,050	3.33	2.60
Youth/Teen	70,949	17,880	53,069	25.20	30.33
Total Parks and Recreation	1,297,122	446,827	850,295	34.45	31.35
TOTAL EXPENDITURES	1,297,122	446,827	850,295	34.45	31.35
OTHER					
Transfers In	70,000		70,000		
Transfers Out	-80,000	-33,335	-46,665	41.67	41.67
TOTAL OTHER	-10,000	-33,335	23,335	333.35	312.50
Net change in fund equity	98,604	38,490	153,444		
Fund equity, beginning		545,206			
Fund equity, ending		583,696			
Less invested in capital assets					
Net available fund equity		583,696			

Cable Television
For Year 2013 Through The Month Of May

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Charges for Services	288,400	75,914	212,486	26.32	25.88
Interest Earnings	1,800		1,800		
Miscellaneous	1,200	400	800	33.33	33.33
TOTAL REVENUES	291,400	76,314	215,086	26.19	25.74
EXPENDITURES					
General Government					
Cable television	153,398	83,929	69,469	54.71	54.76
Total General Government	153,398	83,929	69,469	54.71	54.76
Capital Outlay					
Cable television		41,730	-41,730		
Total Capital Outlay		41,730	-41,730		
TOTAL EXPENDITURES	153,398	125,660	27,738	81.92	54.76
OTHER					
Transfers Out	-116,920	-47,917	-69,003	40.98	37.93
TOTAL OTHER	-116,920	-47,917	-69,003	40.98	37.93
Net change in fund equity	21,082	-97,263	256,351		
Fund equity, beginning		215,665			
Fund equity, ending		118,402			
Less invested in capital assets					
Net available fund equity		118,402			

Econ Devel Auth/EDA
For Year 2013 Through The Month Of May

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Property Taxes	60,000		60,000		
TOTAL REVENUES	60,000		60,000		
EXPENDITURES					
Community Develop					
Econ Development-EDA	52,547	20,341	32,206	38.71	36.44
Total Community Develop	52,547	20,341	32,206	38.71	36.44
TOTAL EXPENDITURES	52,547	20,341	32,206	38.71	36.44
Net change in fund equity	7,453	-20,341	27,794		
Fund equity, beginning		185,524			
Fund equity, ending		165,183			
Less invested in capital assets					
Net available fund equity		165,183			

HRA Programs of EDA
For Year 2013 Through The Month Of May

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Property Taxes	75,000		75,000		
TOTAL REVENUES	75,000		75,000		
EXPENDITURES					
Community Develop Housing Programs-HRA	69,807	14,208	55,599	20.35	27.57
Total Community Develop	69,807	14,208	55,599	20.35	27.57
TOTAL EXPENDITURES	69,807	14,208	55,599	20.35	27.57
Net change in fund equity	5,193	-14,208	19,401		
Fund equity, beginning		35,700			
Fund equity, ending		21,492			
Less invested in capital assets					
Net available fund equity		21,492			

Liability Claims
For Year 2013 Through The Month Of May

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Interest Earnings	2,400		2,400		
Miscellaneous	30,000	979	29,021	3.26	2.78
TOTAL REVENUES	32,400	979	31,421	3.02	2.51
EXPENDITURES					
Miscellaneous					
Insurance Claims	32,000	4,397	27,603	13.74	15.05
Total Miscellaneous	32,000	4,397	27,603	13.74	15.05
TOTAL EXPENDITURES	32,000	4,397	27,603	13.74	15.05
Net change in fund equity	400	-3,418	3,818		
Fund equity, beginning		192,054			
Fund equity, ending		188,636			
Less invested in capital assets					
Net available fund equity		188,636			

Slice SV Event
For Year 2013 Through The Month Of May

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Charges for Services	23,000	16,437	6,563	71.47	82.60
Miscellaneous	25,000	17,848	7,152	71.39	65.08
TOTAL REVENUES	48,000	34,285	13,715	71.43	73.28
EXPENDITURES					
General Government					
Slice of Shoreview	58,200	9,408	48,792	16.17	14.63
Total General Government	58,200	9,408	48,792	16.17	14.63
TOTAL EXPENDITURES	58,200	9,408	48,792	16.17	14.63
OTHER					
Transfers In	10,000		10,000		
TOTAL OTHER	10,000		10,000		
Net change in fund equity	-200	24,877	-25,077		
Fund equity, beginning		52,558			
Fund equity, ending		77,435			
Less invested in capital assets					
Net available fund equity		77,435			

Water Fund
For Year 2013 Through The Month Of May

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Intergovernmental	12,940	6,591	6,349	50.94	50.63
Utility Charges	2,584,000	701,073	1,882,927	27.13	28.59
Late fees		16,034	-16,034		
Water meters	3,000	3,056	-56	101.86	132.46
Other prop charges	4,000	5,754	-1,754	143.85	289.38
Interest Earnings	35,000		35,000		
TOTAL REVENUES	2,638,940	732,508	1,906,432	27.76	28.93
EXPENDITURES					
Proprietary					
Water Operations	1,569,417	405,313	1,164,104	25.83	27.60
Total Proprietary	1,569,417	405,313	1,164,104	25.83	27.60
TOTAL EXPENDITURES	1,569,417	405,313	1,164,104	25.83	27.60
OTHER					
Depreciation	-630,000	-262,500	-367,500	41.67	41.67
Transfers Out	-262,500		-262,500		
GO Revenue Bonds	-171,435	-109,848	-61,587	64.08	54.36
TOTAL OTHER	-1,063,935	-372,348	-691,587	35.00	34.40
Net change in fund equity	5,588	-45,153	1,433,915		
Fund equity, beginning		12,445,554			
Fund equity, ending		12,400,401			
Less invested in capital assets		9,427,325			
Net available fund equity		2,973,076			

Sewer Fund
For Year 2013 Through The Month Of May

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Intergovernmental	10,310	5,252	5,058	50.94	50.64
Charges for Services	200	195	5	97.40	106.43
Utility Charges	3,710,000	1,446,900	2,263,100	39.00	39.29
Late fees		23,021	-23,021		
Facility/area chgs	4,000	2,258	1,742	56.44	50.94
Other prop charges	2,500		2,500		192.00
Interest Earnings	25,000		25,000		
TOTAL REVENUES	3,752,010	1,477,626	2,274,384	39.38	39.88
EXPENDITURES					
Proprietary					
Sewer Operations	3,152,625	1,148,178	2,004,447	36.42	37.22
Total Proprietary	3,152,625	1,148,178	2,004,447	36.42	37.22
TOTAL EXPENDITURES	3,152,625	1,148,178	2,004,447	36.42	37.22
OTHER					
Depreciation	-310,000	-129,165	-180,835	41.67	41.67
Transfers Out	-196,500		-196,500		
GO Revenue Bonds	-68,884	-42,259	-26,625	61.35	52.18
TOTAL OTHER	-575,384	-171,424	-403,960	29.79	29.07
Net change in fund equity	24,001	158,024	673,897		
Fund equity, beginning		7,284,108			
Fund equity, ending		7,442,132			
Less invested in capital assets		4,725,848			
Net available fund equity		2,716,284			

Surface Water Mgmt
For Year 2013 Through The Month Of May

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Intergovernmental	3,750	1,905	1,845	50.81	50.63
Utility Charges	1,162,000	455,274	706,726	39.18	39.02
Late fees		6,638	-6,638		
Lake Impr Dist chgs	45,140	15,611	29,529	34.58	26.52
Other prop charges	5,000	1,640	3,360	32.80	57.40
Interest Earnings	8,000		8,000		
TOTAL REVENUES	1,223,890	481,069	742,821	39.31	38.30
EXPENDITURES					
Proprietary					
Snail Lake Aug.	28,836	5,396	23,440	18.71	20.99
Surface Water Oper	685,590	132,643	552,947	19.35	16.82
Total Proprietary	714,426	138,039	576,387	19.32	17.00
TOTAL EXPENDITURES	714,426	138,039	576,387	19.32	17.00
OTHER					
Depreciation	-223,000	-92,915	-130,085	41.67	41.67
Transfers Out	-126,900		-126,900		
GO Revenue Bonds	-75,594	-54,876	-20,718	72.59	53.01
TOTAL OTHER	-425,494	-147,791	-277,703	34.73	33.17
Net change in fund equity	83,970	195,238	444,137		
Fund equity, beginning		7,384,772			
Fund equity, ending		7,580,010			
Less invested in capital assets		6,135,855			
Net available fund equity		1,444,155			

Street Light Utility
For Year 2013 Through The Month Of May

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Utility Charges	474,000	186,381	287,619	39.32	39.28
Late fees		3,000	-3,000		
Interest Earnings	2,700		2,700		
Miscellaneous	500		500		
TOTAL REVENUES	477,200	189,380	287,820	39.69	39.57
EXPENDITURES					
Proprietary					
Street lighting	268,571	70,065	198,506	26.09	26.23
Total Proprietary	268,571	70,065	198,506	26.09	26.23
Capital Outlay					
Capital Projects		248	-248		
Total Capital Outlay		248	-248		
TOTAL EXPENDITURES	268,571	70,313	198,258	26.18	26.63
OTHER					
Depreciation	-48,000	-20,000	-28,000	41.67	41.66
Transfers Out	-19,000		-19,000		
TOTAL OTHER	-67,000	-20,000	-47,000	29.85	29.97
Net change in fund equity	141,629	99,067	136,562		
Fund equity, beginning		749,937			
Fund equity, ending		849,004			
Less invested in capital assets		432,561			
Net available fund equity		416,443			

Central Garage Fund
For Year 2013 Through The Month Of May

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Property Taxes	184,000		184,000		
Intergovernmental	86,530	43,161	43,369	49.88	35.93
Cent Garage chgs	1,153,020	3,435	1,149,585	.30	.07
Interest Earnings	10,000		10,000		
TOTAL REVENUES	1,433,550	46,596	1,386,954	3.25	2.95
EXPENDITURES					
Proprietary					
Central Garage Oper	593,566	222,419	371,147	37.47	41.08
Total Proprietary	593,566	222,419	371,147	37.47	41.08
Capital Outlay					
Central Garage Oper		188,639	-188,639		
Total Capital Outlay		188,639	-188,639		
TOTAL EXPENDITURES	593,566	411,058	182,508	69.25	62.96
OTHER					
Sale of Asset	41,000	18,377	22,623	44.82	
Transfers In	200,900		200,900		
Depreciation	-696,000	-290,000	-406,000	41.67	41.67
GO CIP Bonds	-243,128	-123,741	-119,387	50.90	50.31
TOTAL OTHER	-697,228	-395,364	-301,864	56.71	56.25
Net change in fund equity	142,756	-759,826	1,953,356		
Fund equity, beginning		3,713,231			
Fund equity, ending		2,953,405			
Less invested in capital assets		3,228,575			
Net available fund equity		-275,170			

INVESTMENT SCHEDULE BY SECURITY TYPE
AS OF 05-31-13

Seq#	Institution	Type	Term	Purchased	Matures	Principal	Yield
<u>CERTIFICATE DEPOSIT</u>							
1,185	Morgan Stanley Smith Barney LLC	CD	273	10-03-12	07-03-13	249,000.00	.400000
1,186	Morgan Stanley Smith Barney LLC	CD	273	10-03-12	07-03-13	249,000.00	.350000
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
1,182	Dain Rauscher Investment Services	CD	365	09-19-12	09-19-13	248,000.00	.600000
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
1,187	Morgan Stanley Smith Barney LLC	CD	732	10-12-12	10-14-14	248,000.00	.900000
1,141	Morgan Stanley Smith Barney LLC	CD	1,097	02-08-12	02-09-15	150,000.00	1.000000
1,163	Dain Rauscher Investment Services	CD	1,095	07-09-12	07-09-15	248,000.00	1.000000
1,164	Dain Rauscher Investment Services	CD	1,097	07-11-12	07-13-15	248,000.00	1.150000
1,140	Morgan Stanley Smith Barney LLC	CD	1,461	02-08-12	02-08-16	248,000.00	1.150000
1,142	Morgan Stanley Smith Barney LLC	CD	1,461	02-08-12	02-08-16	248,000.00	1.300000
1,155	Morgan Stanley Smith Barney LLC	CD	1,461	05-16-12	05-16-16	98,000.00	1.250000
1,154	Morgan Stanley Smith Barney LLC	CD	1,645	05-16-12	11-16-16	248,000.00	1.300000
1,161	Dain Rauscher Investment Services	CD	1,826	07-06-12	07-06-17	247,000.00	1.800000
1,162	Dain Rauscher Investment Services	CD	1,826	07-06-12	07-06-17	247,000.00	1.800000
1,169	Morgan Stanley Smith Barney LLC	CD	1,826	07-25-12	07-25-17	248,000.00	1.550000
1,172	Morgan Stanley Smith Barney LLC	CD	1,826	07-26-12	07-26-17	247,000.00	1.700000
1,198	Dain Rauscher Investment Services	CD	1,826	04-11-13	04-11-18	247,000.00	1.259800
1,199	Dain Rauscher Investment Services	CD	1,826	04-24-13	04-24-18	248,000.00	1.000000
1,183	Dain Rauscher Investment Services	CD	2,191	09-27-12	09-27-18	249,000.00	1.308400
1,168	Dain Rauscher Investment Services	CD	3,652	07-25-12	07-25-2022	249,000.00	2.425000
1,181	Dain Rauscher Investment Services	CD	3,652	09-12-12	09-12-2022	249,000.00	2.325400
1,189	Dain Rauscher Investment Services	CD	3,652	12-07-12	12-07-2022	249,000.00	2.075100
1,167	Dain Rauscher Investment Services	CD	5,478	07-19-12	07-19-2027	238,000.00	3.416200
1,174	Dain Rauscher Investment Services	CD	5,477	07-31-12	07-30-2027	246,000.00	3.183400
Total Number Of Investments: 29						6,691,000.00	

FEDERAL HOME LN BK

1,194	Morgan Stanley Smith Barney LLC	FH	2,848	03-12-13	12-28-2020	500,000.00	2.403000
1,159	Dain Rauscher Investment Services	FH	3,647	07-03-12	06-28-2022	600,000.00	2.789800
1,160	Dain Rauscher Investment Services	FH	3,647	07-03-12	06-28-2022	405,000.00	2.789800
1,171	Morgan Stanley Smith Barney LLC	FH	3,652	07-26-12	07-26-2022	600,000.00	2.761000
1,184	Morgan Stanley Smith Barney LLC	FH	3,652	09-28-12	09-28-2022	500,000.00	2.273700
1,196	Morgan Stanley Smith Barney LLC	FH	3,652	03-27-13	03-27-2023	600,000.00	3.398100
Total Number Of Investments: 6						3,205,000.00	

INVESTMENT SCHEDULE BY SECURITY TYPE
AS OF 05-31-13

Seq#	Institution	Type	Term	Purchased	Matures	Principal	Yield
<hr/>							
FEDERAL NATL MTG							
<hr/>							
1,158	Dain Rauscher Investment Services	FN	5,478	06-28-12	06-28-2027	600,000.00	3.664700
1,170	Dain Rauscher Investment Services	FN	5,475	07-26-12	07-23-2027	1,007,347.00	3.400000
1,173	Dain Rauscher Investment Services	FN	5,478	07-30-12	07-30-2027	600,000.00	3.498100
1,178	Dain Rauscher Investment Services	FN	5,478	08-13-12	08-13-2027	600,000.00	3.208200
1,195	Dain Rauscher Investment Services	FN	5,259	03-20-13	08-13-2027	575,000.00	3.921400
1,200	Dain Rauscher Investment Services	FN	5,479	04-25-13	04-25-2028	1,000,000.00	3.497400
1,157	Dain Rauscher Investment Services	FN	7,305	06-21-12	06-21-2032	500,000.00	4.247100
Total Number Of Investments: 7						4,882,347.00	
<hr/>							
FED HM MORTG POOL							
<hr/>							
1,175	Dain Rauscher Investment Services	HP	2,549	08-07-12	07-31-19	513,457.55	3.007100
1,179	Wells Fargo Brokerage Services	HP	2,556	08-22-12	08-22-19	500,000.00	1.399400
1,180	Wells Fargo Bank MN, NA	HP	2,556	08-22-12	08-22-19	460,000.00	1.399400
1,127	Dain Rauscher Investment Services	HP	3,653	07-29-11	07-29-2021	500,000.00	3.996700
Total Number Of Investments: 4						1,973,457.55	
<hr/>							
TAX EXMPT MNCPL BOND							
<hr/>							
1,197	Dain Rauscher Investment Services	MB	4,109	04-01-13	07-01-2024	232,528.00	5.744100
Total Number Of Investments: 1						232,528.00	
<hr/>							
TAXABLE MUNCPL BONDS							
<hr/>							
1,201	Dain Rauscher Investment Services	TM	1,554	04-30-13	08-01-17	452,342.50	1.546300
1,202	Dain Rauscher Investment Services	TM	1,919	04-30-13	08-01-18	493,511.75	1.846400
1,190	Dain Rauscher Investment Services	TM	2,302	12-11-12	04-01-19	503,020.00	1.349700
1,177	Wells Fargo Brokerage Services	TM	2,579	08-09-12	09-01-19	503,340.00	1.572100
1,192	Dain Rauscher Investment Services	TM	2,544	12-27-12	12-15-19	224,901.60	2.962000
1,191	Dain Rauscher Investment Services	TM	2,910	12-27-12	12-15-2020	235,407.30	3.395000
1,188	Dain Rauscher Investment Services	TM	3,494	12-05-12	06-30-2022	268,192.80	3.576000
1,193	Dain Rauscher Investment Services	TM	3,640	12-27-12	12-15-2022	250,218.50	3.745000

INVESTMENT SCHEDULE BY SECURITY TYPE
AS OF 05-31-13

Seq#	Institution	Type Term	Purchased	Matures	Principal	Yield
Total Number Of Investments: 8					2,930,934.45	
Sub-Total Of Investments:					19,915,267.00	
		2013B Refunding Escrow			13,734.80	
		2013B Refunding Escrow			2,989,539.87	
		4M Municipal Money Mkt Fund			1,263,232.56	
		2011 COP Debt Service Reserve			9,842.03	
		GMHC Savings Acct USBank			46,692.46	
		4M Fund - Hockey Escrow			2,648.37	
		Western Asset Govt MM Fund			3,478,153.70	
GRAND TOTAL OF CASH & INVESTMENTS:					27,719,110.79	

TO: MAYOR, CITY COUNCIL AND CITY MANAGER
FROM: MARK J. MALONEY, PUBLIC WORKS DIRECTOR
DATE: JUNE 13, 2013
SUBJ: PUBLIC WORKS MONTHLY REPORT

ADMINISTRATIVE ACTIVITIES

Budget/Capital Project Planning – The department is working on various aspects concerning the 2014-2015 Biennial Budget. Department staff have analyzed the activity measures and coordinated with the Community Survey questions where necessary. As part of the budget process, the department is exploring enhancing the GIS and infrastructure data management capability. In addition future budgets will reflect increased spending for out-sourced storm water maintenance projects; e.g. pond dredging/re-grading. We're also closely examining the recycling budget and will in the near future propose a shift in the philosophy for funding and streamlining the Spring and Fall Clean up Days.

Environmental Services – The Spring Clean Up day on May 18th was successful with 674 vehicles from Shoreview and Arden Hills residents utilizing the service. Approximately 43 tons of trash and 10 tons of construction and demolition debris were collected, with many other items being recycled properly (143 appliances, 8 tons of electronics). Useable household and furniture items in good condition were donated to the Salvation Army. Many residents also used Ramsey County's Household Hazardous Waste drop off site the same day to dispose of items like paint, fertilizers, or fluorescent light bulbs.

The EQC's expanded Green Community Awards has received several applications in both the water quality and energy categories. The Committee will review the applications and announce winners at the Slice of Shoreview in July.

The City's pilot Emerald Ash Borer treatment program is still generating interest from residents and homeowners associations. Over 100 trees are already "on the list" to take advantage of the insecticide treatment at a reduced cost. Staff will begin inspecting these trees and leaving quotes for the work in mid-June. Residents are asked to sign a contract giving permission to perform the treatment on private property, and outlines that the City is not guaranteeing the treatment. Residents will return the signed contract with pre-payment for the service.

Staff is still exploring the possibility of utilizing forestry volunteers in 2013 for more assistance with the development of a public tree inventory. A few residents have offered their time for the program. The University of Minnesota Extension Service is willing to train volunteers and offer technical assistance after the initial training sessions for the inventory. There is no cost to the City for these services.

MAINTENANCE ACTIVITIES

Utility crews inspect the six water supply wells and seventeen sanitary sewer lift stations each day. They check each water tower and the booster station as well. They collect meter readings at the wells and booster station and also collect daily water samples. Utility locate requests generated by gopher state one call is another daily task that keeps crews busy this time of year. Two to three people are sent out each day to respond these location requests.

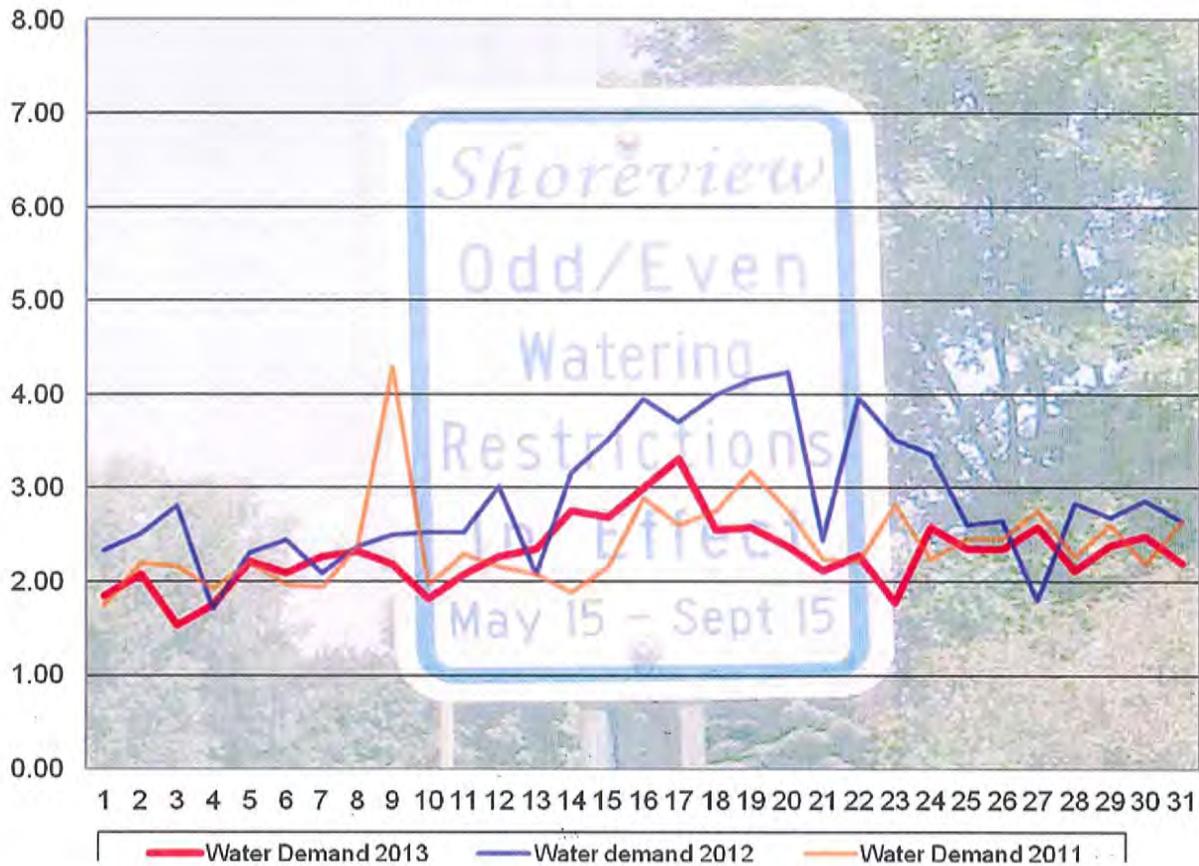
Crews have been inspecting utilities at project sites and are stationed at the water towers as antenna projects are completed. Annual jetting/cleaning of sections of the sanitary sewer continues. Crews have also been exercising gate valves and repairing gate valves as needed. The old backhoe has been replaced and crews went through training and safety videos on the new equipment.

Street crews are busy with patching streets and have begun crack sealing on streets scheduled to be seal coated this summer. Each day, as weather permits, the street sweeper is sent out to sweep the streets. Street sweeping will continue until late fall. Crews are cleaning, inspecting and maintaining storm ponds and storm sewer infrastructure as needed. They routinely clean and open catch basin throughout the rainy season to insure proper drainage during rainfall events. Routine sign maintenance repairs and replacements is ongoing and will continue as needed. The old tailgate paver has been replaced with a new asphalt paver. Crews spent time learning and practicing with the new equipment.

Department of Corrections Crew – The DOC crew cleans the maintenance center building office and commons area of the maintenance center each day. They have been removing trees and invasive species around ponds and trails. They participate with tree planting and maintaining city plantings in project areas. They are also working within the parks department maintaining medians and other vegetation areas.

The following chart is the water demand history for May of the last three years.

3 Year Historic Water Demand for May



PROJECT UPDATES

Owasso Street Re-alignment, Project 09-12 - The Project was awarded at the May 20, 2013 Council meeting to Arnt construction. All agreements and easement documents have been signed and either executed or returned to the affected party. We are still awaiting final approval to enter the railroad property. Work has begun with tree removals and grading on County Road E south of Island Lake School. Xcel Energy is in the process of re-locating the power poles and lines along County Road E. The contractor has begun the rough grading of new Owasso Street alignment when they can. We are not allowed on the railroad easement area yet. Sewer and water installation should begin the week of June 17th.

Floral/Demar/County Road F Neighborhood Reconstruction, Project 12-01 - The Contractor has completed all the work on the project except for a few punch list items, which will be completed by the end of June.

Water System Improvements – Westin Woods Booster Station, Project 12-02 - Due to weather delays on another project the Contractor has to complete, they will not start the booster station project until late June/early July. Staff has provided an update of the project schedule to the Weston Woods townhome association.

Red Fox Road Reconstruction, Project 12-04 - The Contractor has rough graded the storm pond and started work on the street signals at the Red Fox and Lexington intersection. They plan to start the installation of the retaining wall that borders the pond the week of June 10 and the installation of underground utilities the week of June 17th. Staff has been providing weekly construction updates to the business located along Red Fox Road.

County Road D and Cottage Place Reconstruction, Project 13-01 – The Contractor has completed the water and sanitary sewer work on Cottage Place and is starting the installation of the storm sewer. The underground contractor will move to County Road D once the underground work on Cottage has been completed.

2013 Street Rehabilitation and Gaston, Grove, St. Albans Water Main Extension, Projects 13-02 & 13-03 – The bid opening for the project was held on June 13th and the apparent low bidder was North Valley Inc. Staff will present the bids to the Council with a recommendation to award the project to the low bidder at the June 17th Council Meeting.

2013 Street Seal Coat, Project 13-04 - The project is scheduled to be awarded at the June 17th Council meeting. The proposed time frame for application is late June or early July.

2013 Street Light Replacement, Project 13-05 - The project quotes were received. The award of quote is going to the June 17th Council meeting. The proposed construction should be in July and August.

REGULAR COUNCIL MEETING
JUNE 17, 2013

TO: MAYOR AND COUNCILMEMBERS

**FROM: TERRY SCHWERM
CITY MANAGER**

DATE: JUNE 14, 2013

SUBJECT: PARKS AND RECREATION MONTHLY REPORT

DEPARTMENT ACTIVITY

Despite the rainy weather and high water table, Odesa II continues to make progress on the Bucher Park Renovation project. The drainage pond that handles run off from the park has been rough graded and the drain tile has been installed in part of the soccer field area. The contractor has also removed the playground and old picnic shelter from the site. The new playground area has been graded and some of the curbing has been poured. The weather has prevented the contractor from making further progress on the project.

The Farmers Market and Concert in the Commons Summer Music Series are off to great starts. Although there is not a lot of produce available yet, staff received positive comments about the location in the back part of the lower lot and traffic flow seemed much improved. Although it had rained throughout the morning, skies cleared and there was very nice weather for the opening concert featuring Dan Perry and Ice Cream. The next two concerts will feature Inside Straight, a blues band, and Brat Pack Radio, a high energy stage show featuring 1980's music.

COMMUNITY CENTER

The Fitness Center remains active with college students home for the summer. There is a high demand for cardio equipment during peak times. Demonstration units of the new PreCor AMT and Techno Gym Vario, which are cross training pieces of cardio equipment, will be available in the Fitness Center in June. Having these demonstration pieces of equipment gives members the opportunity to provide staff their opinions on newer models of cardio equipment. A total of 15 fitness orientations were provided to new members. There were 55 Personal training sessions redeemed in May. There was a specialty Zumba class that was taught at the Haffeman Pavilion on Memorial Day. The class was very popular and many participants expressed interest in some more outdoor class opportunities.

Daily Admissions revenue in May was comparable to last year. However, year to date admission revenues are \$35,000.00 more than it was at the same time in 2012. Private pool parties were very popular at the Tropics Waterpark this past month. Revenue increased from \$225.00 in May 2012 to \$2,008.00 in May 2013. Birthday parties have also been increasing in Beachcomber Bay and Coconut Cove party rooms. There has been almost a 40% increase in birthday parties hosted at the Community Center compared to last year. The last week of May, the Tropics

Waterpark was close to capacity many days with schools scheduling their end of the school year parties.

The annual Totino Grace and Mounds View high school overnights were held at the end of the month and beginning of June. Staff scheduled several meetings with parent volunteers from each of the schools. The groups were well organized and the parties were a success. The meeting rooms were well utilized with a 66% increase in meeting rooms being booked this month compared to last year. There were several corporate meetings, school groups, and bridal showers hosted at the Community Center in May. The Richard Wedell Banquet Room was a popular choice for many different functions.

The Haffeman Pavilion is booked for most weekends in June and July for graduation parties and a wedding ceremony. The pavilion revenue increased 32% compared to last year. The Haffeman Pavilion is also heavily used by City programs during the week including Summer Discovery, Farmers Market, and the concert series.

Membership sales remained consistent with last year. Many of our high school and college students have taken advantage of the "30 days for 30 dollars" membership promotion. There was a significant increase in annual prepaid adult memberships this month. Membership retention remains at a favorable 90%. Most of the categories of Community Center revenues remain at a strong pace compared to last year. The cold, rainy spring and early summer have helped to increase revenues, particularly daily admissions and Wave Café sales.

RECREATION PROGRAMS

We completed our spring 2013 swimming lesson program. We had a total of 879 participants in swimming lessons during the spring session, a 22% increase in participants. More than 90% of parents surveyed said they would recommend our swimming lesson program to others.

Summer Discovery, our full day school age day care program, began on June 10 with 255 participants enrolled for the summer. In addition to the daily activities planned by staff, participants have the option of registering for enrichment activities such as private piano and guitar lessons, swim lessons, sports classes, tutoring sessions, language classes, craft classes and science classes. These enrichment activities are very popular this year with participants enrolled in 437 activities.

The Adventure Quest playground program in our parks also began on June 10 with 118 participants ages 3 - 14 in our Tiny Trekkers and Travelers classes. Adventure Quest also includes afternoon Academy classes that focus on a new theme every two weeks, as well as Friday Fundays and Wet & Wild. Currently there are 182 participants registered for Academy classes and Friday Fundays. We are excited for the Puppet Wagon to begin another season on Monday, June 17 and anticipate a number of new and exciting shows for families to enjoy on Monday afternoons and some evenings as well.

The summer tennis program is off to a fast start. This instructional program gives children and adults a way to learn the great game of tennis through group lessons, private lessons and youth leagues. We currently have 118 participants enrolled in group lessons, 23 participants in private lessons and 14 participants in the youth team tennis league. Registration will continue to rise with additional classes being offered in July and August.

Mounds View Mustang girls basketball and volleyball camps began this week. The camps are conducted in partnership between Mounds View coaches David Montgomery and Tom Weko and run in collaboration with the city of Arden Hills. Girls in 3rd-9th grade learn fundamental skills and advanced skills through small group games, skill-building activities, contests, and practices. There are 98 girls participating in volleyball and 73 girls in the basketball camp.

To beat the dreary weather, our seniors took a trip to Como Park Sunken Flower Gardens and casually strolled through the vibrant colors and fragrances of the flowers that were just freshly planted. After the tour, they enjoyed a lunch at Gabe's by the Park. Our bridge and 500 card activities continue to be well attended even during the summer months.

PARKS MAINTENANCE CREW

The crew has been very busy the past month, despite all the rain. It has put us behind in our mowing, but there isn't anything we can do about the weather. Once we are able to mow, crews will also need to sweep the athletic fields to remove the grass clippings. We have had to send out some of the mowers that we only use on Highway 96 and the Community Center into the parks. They are smaller and not as heavy, so they can mow some of the wetter areas. We even had to mow in the rain several days to keep up with the rapidly growing turf. Once our new tractor is repaired, we'll be able to mow and sweep at the same time. Although they have not been needed yet this spring, crews are in the process of starting up the irrigation systems. We have had to make repairs at three of the four that have been activated. Repairs were completed at Commons, Rice Creek Fields and Shamrock Park.

With all the rain, there have been several rainouts on ball games. Fields have not had any good weather to dry them out either. The lines that we painted on the soccer and lacrosse fields have not been holding up very well. We usually paint every 10 days, but with all the rain it has been about every six days that we paint lines. The crew mows and paints the lines on two full sized soccer fields, seven modified size soccer fields and one lacrosse field. Once the rain stops, a contractor will be repairing the peeling surface on the tennis courts at Shamrock Park.

The crew has made one swing through the Community Center with the DOC crew to pull weeds. Parks maintenance staff have taken them out on Lexington and Highway 96 to demonstrate what needs to be pulled. However, it has been difficult to get to these areas due to the wet weather. The crew has cut out dead turf areas at the Community Center and Library. They have laid new sod down in its place. They also added sod around the bleacher and bench pads at Commons.

The crew has finished the first round of park and playground inspections. All minor repairs are complete at this time. Any parts that needed to be ordered will be installed when they arrive. At Commons playground, a contractor removed all the pea gravel and the maintenance crew hauled it away. Engineered wood fiber was laid down to make this playground accessible. There will be concrete curb laid around the outside of the playground in the next week or so, weather permitting. Later this month, the rubber mats will be placed in all the playground areas except Ponds and Wilson Parks to make them ADA compliant. Building lights at McCullough and Wilson were repaired this past month. A contractor repaired the outlet at the pavilion and parking lot lights at Sitzer Park. There was graffiti removed at Ponds and Commons this past month.

Now that Rice Creek and Sitzer concession stands are open, the crew is emptying trash receptacles three times a week. There is a daily trash pick-up at the Community Center, the Library and the Parks. With Summer Discovery starting up, the crew will be cleaning the pavilion twice a day until it ends in late August. The restrooms at Rice Creek Fields are cleaned on a daily basis. The crew also comes in and cleans the pavilion on weekends for rentals.

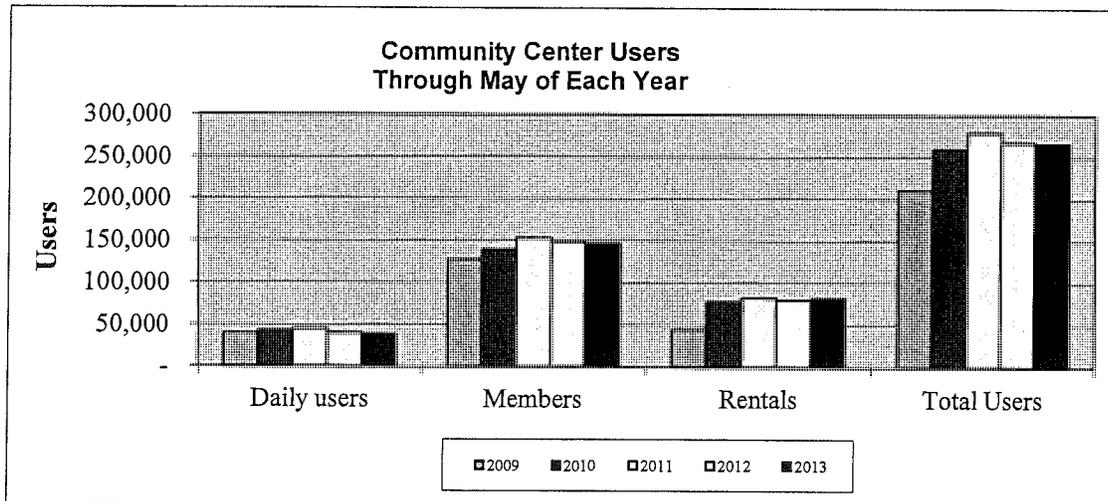
COMMUNITY CENTER CREW

The crew has been very busy this past month with keeping the building on its cleaning schedule. Now that the two senior overnights are done, they can get back into more normal duties. The carpet in the city hall lobby had to be cleaned after the Mounds View overnight. The crew also cleaned carpet in the Park & Recreation lobby this past month. The crew patched and painted the columns in the gym. They also repainted stripes on the swim platforms used for swimming lessons. A contractor worked overnight to install an anti-slip finish to the whirlpool deck, ramp and stairs that lead to it from the pool deck. They also coated the bridge over the waterslide. Contractors also worked overnight to paint the walls, columns and radiant heat covers in the fitness center. They also repainted the railing on the back stairwell by room 207.

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

	2009	2010	2011	2012	2013
Number of Users:					
Daily users	39,116	42,164	44,484	39,551	38,162
Members	127,141	139,659	152,952	148,624	146,341
Rentals	44,210	77,783	81,980	79,485	81,862
Total Users	210,467	259,606	279,416	267,660	266,365
Revenue:					
Admissions	\$ 238,935	\$ 249,225	\$ 285,215	\$ 270,333	\$ 305,061
Memberships-annual	254,699	327,922	382,110	394,713	407,164
Memberships-seasonal	57,692	47,117	45,265	42,928	42,231
Room rentals	89,017	103,409	112,949	105,814	136,136
Wave Café	69,769	82,674	98,098	87,040	104,652
Commissions	-	2,579	2,359	4,389	2,292
Locker/vending/video	12,512	14,119	10,836	9,687	9,136
Merchandise	3,489	4,502	5,804	6,638	7,129
Other miscellaneous	181	237	811	103	(118)
Transfers in	128,000	129,170	123,750	125,000	130,000
Total Revenue	854,294	960,954	1,067,197	1,046,645	1,143,683
Expenditures:					
Personal services	481,340	490,068	494,221	517,078	588,020
Supplies	162,597	155,379	186,817	187,769	216,932
Contractual	151,921	175,639	181,619	226,676	216,733
Other	-	-	-	5,727	-
Total Expenditures	795,858	821,086	862,657	937,250	1,021,685
Rev less Exp Year-to-date	\$ 58,436	\$ 139,868	\$ 204,540	\$ 109,395	\$ 121,998

*



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

t/data/excel/comm cntr/Monthly report 2013

**Community Center Monthly Activity
For the Year 2012**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Number of Users:													
Daily users	8,757	9,853	10,137	6,003	4,801	4,914	6,289	6,089	2,547	4,594	5,805	6,732	76,521
Members	34,702	31,137	29,693	27,472	25,620	25,094	26,585	24,860	19,992	25,021	27,312	26,728	324,216
Rentals	16,398	16,066	14,860	17,120	15,041	37,529	35,345	70,550	16,533	16,421	17,160	18,856	291,879
Total Users	59,857	57,056	54,690	50,595	45,462	67,537	68,219	101,499	39,072	46,036	50,277	52,316	692,616
Revenue:													
Admissions	\$ 55,671	\$ 45,702	\$ 67,428	\$ 40,239	\$ 34,868	\$ 46,024	\$ 51,546	\$ 45,866	\$ 10,568	\$ 25,520	\$ 33,548	\$ 43,987	\$ 500,967
Indoor playground	6,678	6,845	4,850	4,128	3,924	2,494	3,265	3,054	2,610	4,722	5,376	6,296	54,242
Memberships	121,572	92,089	86,050	68,705	69,225	72,207	69,527	74,020	81,313	93,797	105,112	204,093	1,137,710
Room rentals	24,441	25,231	15,536	21,979	18,627	26,549	17,245	22,644	19,042	22,895	19,661	21,336	255,186
Wave Café	20,842	16,592	21,932	13,945	13,729	15,760	15,655	18,985	7,176	14,782	15,495	17,458	192,351
Commissions	279	-	1,424	350	2,336	1,680	1,336	1,357	2,243	1,907	1,272	362	14,546
Locker/vending/video	1,016	3,015	1,869	2,685	1,102	2,374	1,055	1,961	3,039	1,764	1,207	5,366	26,453
Merchandise	1,177	1,164	1,935	997	1,365	1,214	1,633	1,537	726	963	890	920	14,521
Other miscellaneous	53	10	31	(33)	42	71	59	(104)	50	37	(24)	480	672
Building charge	-	-	-	-	-	100,000	-	-	-	-	-	1,757	101,757
Interest	-	-	-	-	-	-	-	-	-	-	-	14,100	14,100
Transfers in	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	300,000
Total Revenue	256,729	215,648	226,055	177,995	170,218	293,373	186,321	194,320	151,767	191,387	207,537	341,155	2,612,505
Expenditures:													
Personal services	86,352	110,691	109,922	103,825	106,288	160,760	111,336	114,288	102,560	99,313	158,281	136,353	1,399,969
Supplies	18,791	35,879	58,334	37,088	37,677	25,491	41,673	40,578	23,100	25,145	33,467	68,854	446,077
Contractual	8,918	18,761	71,950	63,435	63,612	44,855	48,798	51,328	43,170	72,961	37,830	74,065	599,683
Other	-	2,485	-	3,242	-	-	-	-	-	-	-	-	5,727
Transfers out	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	114,061	167,816	240,206	207,590	207,577	231,106	201,807	206,194	168,830	197,419	229,578	279,272	2,451,456
Rev less Exp (monthly)	\$ 142,668	\$ 47,832	\$ (14,151)	\$ (29,595)	\$ (37,359)	\$ 62,267	\$ (15,486)	\$ (11,874)	\$ (17,063)	\$ (6,032)	\$ (22,041)	\$ 61,883	\$ 161,049
Rev less Exp (Ytd)	\$ 142,668	\$ 190,500	\$ 176,349	\$ 146,754	\$ 109,395	\$ 171,662	\$ 156,176	\$ 144,302	\$ 127,239	\$ 121,207	\$ 99,166	\$ 161,049	

**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	6,293	8,510	9,591	7,473	2,375	2,799	6,874	8,661	90,767
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	49,518	72,763	68,516	82,684	42,048	48,387	50,585	54,001	698,400
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	

MOTION SHEET

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

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

Date	Description	Amount
06/03/13	Accounts payable	\$19,400.35
06/06/13	Accounts payable	\$32,249.89
06/10/13	Accounts payable	\$15,427.15
06/13/13	Accounts payable	\$277,518.30
06/17/13	Accounts payable	\$668,903.50
Sub-total Accounts Payable		\$ 1,013,499.19
06/14/13	Payroll 125458 to 125523 962280 to 962498	\$161,397.33
Sub-total Payroll		
TOTAL		<u>\$ 1,174,896.52</u>

ROLL CALL:	AYES	NAYS
Johnson		
Quigley		
Wickstrom		
Withhart		
Martin		

06/17/13

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
ADDO, KOJO	FACILITY REFUND	220	22040				\$300.00	\$300.00
AMSSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110			\$1,209.87	\$1,209.87
AMSSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110			\$364.66	\$364.66
AMSSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110			\$44.40	\$44.40
AMSSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110			\$110.31	\$110.31
BACHMAN'S	TREE SALE TREES & DEMAR RD REPLACEMENTS	101	43900	2590			\$5,127.21	
		570	47000	5950			\$2,065.62	\$7,192.83
BEISSWENGERS HARDWARE	REPAIR SUPPLIES CC	220	43800	2240		001	\$4.19	\$4.19
BEISSWENGERS HARDWARE	CLEANING SUPPLIES CC	220	43800	2110			\$32.16	\$32.16
BEISSWENGERS HARDWARE	REPAIR SUPPLIES CC	220	43800	2240		001	\$52.72	
BNOS YOUTH GROUP	FACILITY REFUND	220	22040				\$100.00	\$100.00
COCA COLA REFRESHMENTS	WAVE CAFE BEVERAGE FOR RESALE	220	43800	2590		001	\$350.88	\$350.88
ELIFEGUARD, INC	SUMMER DISCOVERY WHISTLES, LANYARDS	225	43535	2170		002	\$206.11	\$274.43
		220	43800	2200		001	\$68.32	
GALLERY 96 ART CENTER	REFUND FOR DOUBLE PAYMENT OF SLICE BOOTH	270	34900			309	\$75.00	
GRAINGER, INC.	SMALL TOOLS AND EQUIPMENT	220	43800	2400			\$31.34	\$31.34
GRAINGER, INC.	REPAIR SUPPLIES CC	220	43800	2240		001	\$444.72	\$444.72
GRAINGER, INC.	CLEANING SUPPLIES CC	220	43800	2110			\$118.50	\$118.50
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$15.73	\$15.73
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$15.76	\$15.76
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$15.66	\$15.66
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$15.72	\$15.72
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$16.60	\$16.60
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$16.60	\$16.60
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$23.75	\$23.75
HEGGIE'S PIZZA LLC	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$295.00	\$295.00
KREBSBACH, JAQUELINE	SOS COORDINATOR 1ST INSTALLMENT	270	40250	3190		006	\$3,300.00	\$3,300.00
LITANIA SPORTS GROUP, INC	VOLLEYBALL NET	220	43800	2180		003	\$245.52	\$245.52
MATHESON TRI-GAS INC	CO2 FOR WHIRLPOOL	220	43800	2160		002	\$89.24	\$89.24
MINNESOTA WOMEN IN CITY GOVERN	JOHNSON - WOMEN IN LEADERSHIP LUNCHEON	101	40100	4500			\$25.00	\$25.00
MOORE MEDICAL, LLC	CPR MANIKIN LUNGS	225	43520	2170		001	\$109.80	\$109.80
PELESKA, RACHELLE	FACILITY REFUND	220	22040				\$50.00	\$50.00
PLUMBMASTER, INC	REPAIR SUPPLIES CC	220	43800	2240		001	\$12.81	\$12.81
UPPER CUT TREE SERVICES INC	PUBLIC TREE REMOVAL W013-9	101	43900	3190		002	\$342.00	
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$1,002.52	\$1,002.52
WATSON COMPANY	WAVE COFFEE FOR RESALE	220	43800	2590		001	\$189.78	\$189.78
WHEELER, PHYLLIS	FACILITY REFUND	220	22040				\$300.00	\$300.00
YALE MECHANICAL INC	REPAIRS TO AHU	220	43800	3810		003	\$1,299.75	\$1,299.75
YALE MECHANICAL INC	WHIRLPOOL BOILER REPAIR	220	43800	3810		007	\$1,273.12	\$1,273.12

Total of all invoices: \$19,400.35

=====

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
ACE SOLID WASTE	DUMPSTER SERVICE CC AND PARKS	220	43800	3640			\$1,217.65	
		101	43710	3950			\$536.92	
ADOLPH KIEFER	LESSON SUPPLIES	220	43800	2200		002	\$34.75	\$528.31
		225	43520	2170		002	\$493.56	
AMERICAN MESSAGING	SERVICE 6.1.13-6.30.13	101	40210	3190		009	\$4.29	
ANCHOR PAPER COMPANY	COPY PAPER	101	40200	2010		001	\$751.71	\$751.71
ARDEN HILLS PARK & RECREATION	ELEMENTARY TRACK PROGRAM - REIMBURSEMENT	225	43510	3190		014	\$220.16	\$220.16
BUCK, DIANA	EXPENSE REIMBURSEMENT-POOL VACUUM LIDS	220	43800	2200		002	\$98.32	\$98.32
C & E HARDWARE	KEYS	602	45550	2282		001	\$16.01	\$16.01
CATRON, CHRISTI	TREKKERS MCCULLOUGH	220	22040				\$62.00	\$62.00
CAUGHEY, HOLLIE	SAFETY - LIFEGUARD T	220	22040				\$225.00	\$225.00
COORDINATED BUSINESS SYSTEMS	MITA LASER MAINTENANCE	101	40550	3860		004	\$152.19	\$152.19
CUB FOODS	PRESCHOOL SUPPLIES	225	43555	2170			\$19.22	\$19.22
DELAUNE, MICHELLE	SAFETY - LIFEGUARD T	220	22040				\$225.00	\$225.00
DONNELLY, KELLY	TENNIS - SENIOR TEAM	220	22040				\$76.00	\$76.00
DRINANE, MICHAEL W	ISLAND LAKE TRACK COACH - 1/2 TIME	225	43510	3190		014	\$461.68	\$461.68
FRAKES, CORTNEY L.	TURTLE LAKE TRACK COACH - 3/4 TIME	225	43510	3190		014	\$692.50	\$692.50
GENESIS EMPLOYEE BENEFITS, INC	FLEX - MED/DEPENDENT CARE 06-07-13	101	20431				\$1,620.13	\$1,620.13
GIRL SCOUT TROOP 16042	FACILITY REFUND	220	22040				\$36.55	\$36.55
GOPHER	SUMMER DISCOVERY ENRICHMENT SUPPLIES	225	43535	2170		001	\$236.31	\$236.31
HANSON, BRENDA	TURTLE LAKE TRACK COACH - 3/4 TIME	225	43510	3190		014	\$692.50	\$692.50
HAWKINS, INC.	POOL CHEMICALS	220	43800	2160		001	\$1,128.50	
HINNENKAMP, AMY	FACILITY REFUND	220	22040				\$50.00	\$50.00
IDENTITY STORES, LLC	SUMMER DISCOVERY UNIFORMS/PARTICIPANTS	225	43535	2170		002	\$2,109.65	\$2,109.65
IDENTITY STORES, LLC	ADVENTURE QUEST UNIFORMS/PARTICIPANT TEE	225	43590	2175		002	\$979.14	\$979.14
JUDE, TRENT	AQUATICS - SD LEV. 2	220	22040				\$66.00	\$66.00
LEGARDE, CYNTHIA	REIMB-SUMMER DISC ENRICHMENT SUPPLIES	225	43535	2170		001	\$71.87	\$71.87
LEISER, DAVID W.	ISLAND LAKE TRACK COACH - FULL TIME	225	43510	3190		014	\$923.33	\$923.33
LEISER, ELYSE	TURTLE LAKE TRACK COACH - FULL TIME	225	43510	3190		014	\$923.33	\$923.33
LINDMARK, JULIE	SAFETY - LIFEGUARD T	220	22040				\$225.00	\$225.00
LUKENS, JEANNE M.	TURTLE LAKE TRACK COACH - FULL TIME	225	43510	3190		014	\$923.33	\$923.33
MAY, LINDA	PINNING - SESSION II	220	22040				\$10.00	\$10.00
MENARDS CASHWAY LUMBER *MAPLEW	6X6 CEDAR POST	601	45050	2280		001	\$55.54	\$55.54
METROPOLITAN COURIER CORPORATI	ARMORED CAR SERVICES: MAY 2013	101	40500	4890		001	\$105.54	\$422.16
		220	43800	4890		001	\$105.54	
		601	45050	4890		001	\$105.54	
		602	45550	4890		001	\$105.54	
MIDDLETON-KOLLER, STEVE	TURTLE LAKE TRACK COACH - FULL TIME	225	43510	3190		014	\$923.33	
MN STATE PATROL, CMV SECTION	2013 MANDATORY INSPECTION PRGM DECALS	701	46500	2220			\$44.00	\$44.00
MOEN, KAREN	FACILITY REFUND	220	22040				\$50.00	\$50.00
MOORE MEDICAL, LLC	SUMMER DISCOVERY FIRST AID SUPPLIES	225	43535	2170		002	\$556.57	\$754.82
		220	43800	2200		001	\$159.35	
		220	43800	2180		002	\$38.90	
MOUNDS VIEW PUBLIC SCHOOLS	BUILDING SUPERVISOR-SPRING SPORTS (IL)	225	43510	3190		015	\$391.50	\$391.50
MOUNDS VIEW PUBLIC SCHOOLS/DIS	BUS REIMBURSEMENT - TRACK PROGRAM	225	43510	3190		014	\$2,470.00	\$2,470.00
MOUNDSVIEW, CITY OF	ELEMENTARY TRACK PROGRAM - REIMBURSEMENT	225	43510	3190		014	\$534.16	\$534.16
MUTIGA, MURUGI	FACILITY REFUND	220	22040				\$50.00	\$50.00
NORTHSTAR INSPECTION SERVICE I	INSPECTION SERVICES APRIL/MAY 2013	101	44300	3190			\$715.00	\$715.00
ORKIN EXTERMINATING CO INC.	PEST CONTROL LARSON HOUSE	101	40800	3190			\$76.73	\$76.73
PMA FINANCIAL NETWORK, INC	APRIL 2013 BANK FEES	101	40500	4890		004	\$128.98	\$128.98
POESCHL, TIMOTHY	TENNIS - SENIOR TEAM	220	22040				\$76.00	\$76.00

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
PRESS PUBLICATIONS	WEDDING SHOWCASE - FINAL MONTH	220	43800	2201		004	\$30.00	\$30.00
QUANDT, REGINA MARIE	ISLAND LAKE TRACK COACH - 3/4 TIME	225	43510	3190		014	\$692.50	\$692.50
QUTTAINEH, SALAM	FACILITY REFUND	220	22040				\$274.96	\$274.96
RAMSEY COUNTY TREASURER	LIFE INSURANCE:JUNE 2013	101	20414				\$2,655.36	\$2,842.86
		101	20417				\$187.50	
RICE, PAT	PINNING - SESSION II	220	22040				\$10.00	\$10.00
RICK, AMANDA MARIE	ISLAND LAKE TRACK COACH - 3/4 TIME	225	43510	3190		014	\$692.50	
SHORT ELLIOTT HENDRICKSON, INC	T-MOBILE ANTENNA UPGRADE	601	22015				\$1,638.65	\$1,638.65
SOLOMON, SABA	FACILITY REFUND	220	22040				\$50.00	\$50.00
ST. PAUL, CITY OF	MEMBERSHIP FORMS AND BROCHURES	220	43800	3390		002	\$540.42	\$540.42
TARGET COMMERCIAL INVOICE	SUMMER DISCOVERY & KIDS CARE SUPPLIES	225	43535	2170		002	\$34.29	\$193.36
		225	43535	2170		003	\$113.31	
		225	43560	2170			\$45.76	
TARGET COMMERCIAL INVOICE	SUMMER DISCOVERY SUPPLIES	225	43535	2170		002	\$43.97	
THOMAS, CONNOR	SAFETY - LIFEGUARD T	220	22040				\$240.00	\$240.00
THOMSEN, TAIMI	TURTLE LAKE TRACK COACH - 1/2 TIME	225	43510	3190		014	\$461.68	\$461.68
TRUSKINOVSKY, TAKAKO	FACILITY REFUND	220	22040				\$96.41	\$96.41
XCEL ENERGY	PARKS: ELECTRIC/GAS	101	43710	3610			\$880.47	\$1,501.39
		101	43710	2140			\$620.92	
XCEL ENERGY	LIFT STATIONS: ELECTRIC/GAS	602	45550	3610			\$780.37	
XIE, ZHI	AQUATICS - LEVEL 6	220	22040				\$116.00	\$116.00
ZIMNY, SHARON	SAVOR THE FLAVOR	220	22040				\$70.00	\$70.00
Total of all invoices:								\$32,249.89

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110				\$2,194.09	\$2,194.09
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110				\$431.53	\$431.53
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110				\$129.33	\$129.33
ASSOCIATION OF RECYCLING MANAG	ASSOCIATION OF RECYCLING CONFERENCE	101	42050	4500				\$25.00	\$25.00
ASSURANT ADMINISTRATIVE OFFICE	LONG TERM DISABILITY:MAY 2013	101	20412					\$2,518.21	\$2,518.21
BEISSWENGERS HARDWARE	REPAIR SUPPLIES CC	220	43800	2240		001		\$24.31	\$24.31
BROWN, RAYMOND	SOFTBALL UMPIRE MAY 28 & JUNE 4	225	43510	3190		001		\$92.00	\$92.00
CARLSON, JIMMY R.	SOFTBALL UMPIRE JUNE 6	225	43510	3190		001		\$46.00	\$46.00
CHAUBAL, MEDHA	TENNIS - SENIOR TEAM	220	22040					\$76.00	\$76.00
COMCAST	CABLE TV FOR CC	220	43800	3190		001		\$224.39	\$224.39
COOPER, KYLE W.	SOFTBALL UMPIRE JUNE 5	225	43510	3190		001		\$46.00	\$46.00
CORBO, JAMES	SOFTBALL UMPIRE MAY 29	225	43510	3190		001		\$46.00	\$46.00
ESPE, FRED	GFOA ANNUAL CONFERENCE	101	40500	4500		015		\$1,256.27	\$1,256.27
FLOORS BY BECKERS INC	CUSTOM AREA RUG FOR LOWER LEVEL CC	220	43800	3810		003		\$550.00	\$550.00
GENESIS EMPLOYEE BENEFITS, INC	ADMINISTRATION FEE: MAY 2013	101	20416					\$356.00	\$356.00
GRAINGER, INC.	REPAIR SUPPLIES CC	220	43800	2240		001		\$52.69	\$52.69
GRAINGER, INC.	REPAIR SUPPLIES CC	220	43800	2240		001		\$353.69	\$353.69
GRAINGER, INC.	REPAIR SUPPLIES CC	220	43800	2240		001		\$79.67	\$79.67
GRAINGER, INC.	REPAIR SUPPLIES CC	220	43800	2240		003		\$15.02	\$15.02
HONG, STACY	TENNIS - SENIOR TEAM	220	22040					\$86.00	\$86.00
JEWELL, TED W.	SOFTBALL UMPIRE MAY 30 & JUNE 6	225	43510	3190		001		\$92.00	\$92.00
JOHNSTONE, PAMELA	AQUATICS - LEVEL 1	220	22040					\$71.00	\$71.00
JOHNSTONE, PAMELA	AQUATICS - PRESCHOOL	220	22040					\$71.00	\$71.00
JONES, MICHAEL	SOFTBALL UMPIRE MAY 28 & JUNE 4	225	43510	3190		001		\$92.00	\$92.00
MALIKOWSKI, RODNEY P.	SOFTBALL UMPIRE MAY 30 & JUNE 6	225	43510	3190		001		\$92.00	\$92.00
MINNESOTA DEPARTMENT OF REV -	ON ROAD DIESEL FUEL TAX: MAY 2013	701	46500	2120				\$206.34	\$206.34
OFFICE DEPOT	PRINTHEADS FOR PLOTTER	101	40550	2010		002		\$733.29	\$733.29
PORTER, DANIEL	SOFTBALL UMPIRE MAY 30, JUNE 3	225	43510	3190		001		\$92.00	\$92.00
RUGRODEN, JOHN L.	SOFTBALL UMPIRE MAY 29 & JUNE 5	225	43510	3190		001		\$92.00	\$92.00
SAARION, CARL	SOFTBALL UMPIRE MAY 28 & JUNE 4	225	43510	3190		001		\$92.00	\$92.00
SCHAUM, JESSICA	MILEAGE REIMBURSEMENT MARCH-JUNE	101	42050	3270				\$111.32	\$111.32
SCHNELL, APRIL	TENNIS - SENIOR TEAM	220	22040					\$76.00	\$76.00
SOLHEIM, SANDY	TENNIS - SENIOR TEAM	220	22040					\$76.00	\$76.00
TOKLE INSPECTIONS INC	INSPECTIONS SERVICES JUNE 2013	101	44300	3090				\$4,928.00	\$4,928.00

Total of all invoices: \$15,427.15

=====

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
A & L SUPERIOR SOD, INC	WATERMAIN REPAIR	601	45050	2280		002		\$10.77	\$10.77
ACE SOLID WASTE	MAINT CENTER SOLID WASTE PICKUP	701	46500	3640				\$235.25	\$235.25
AIKEN, CONNIE	FACILITY REFUND	220	22040					\$50.00	\$50.00
ALLIED WASTE SERVICES #899	MAY ALLIED WASTE SERVICES	210	42750	3190				\$29,560.52	\$29,560.52
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110				\$47.52	\$47.52
AMSAN BRISSMAN KENNEDY	VIPER CARPET BLOWER	220	43800	3890				\$240.00	\$240.00
AMSAN BRISSMAN KENNEDY	FOUR VERSAMATIC CORDS LABOR	220	43800	3890				\$60.00	\$60.00
AMSAN BRISSMAN KENNEDY	MAINT OTHER EQUIPMENT	220	43800	3890				\$136.70	\$136.70
AMSAN BRISSMAN KENNEDY	VOLT AGM BATTERY AND LABOR	220	43800	3890				\$607.20	\$607.20
AMSAN BRISSMAN KENNEDY	12 VOLT AGM BATT. LABOR BEARING	220	43800	3890				\$1,711.63	\$1,711.63
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110				\$1,872.59	\$1,872.59
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110				\$101.40	\$101.40
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110				\$50.70	\$50.70
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110				\$425.35	\$425.35
AMSAN BRISSMAN KENNEDY	SUMMER DISCOVERY SUPPLIES	225	43535	2170		002		\$374.68	\$374.68
AMSAN BRISSMAN KENNEDY	SUMMER DISCOVERY SUPPLIES	225	43535	2170		002		\$26.96	\$26.96
ANDERSON, ANGELINA	SUMMER DISCOVERY ENRICHMENT SUPPLIES	225	43535	2170		001		\$93.93	\$93.93
BEISSWENGERS HARDWARE	SMALL TOOLS-DRILL BIT/BALL PEEN HAMMER	220	43800	2400				\$6.72	\$6.72
C & E HARDWARE	DUCT TAPE AND TAPE MEASURE	101	42050	2010				\$21.41	\$21.41
C & E HARDWARE	ADVENTURE QUEST SUPPLIES	225	43590	2175		003		\$9.45	\$9.45
CABLE, JONI	TBALL LEAGUE-AGE 4&5	220	22040					\$84.00	\$84.00
CENTRAL RESTAURANT PRODUCTS	SUMMER DISCOVERY SUPPLIES	225	43535	2170		002		\$300.77	\$300.77
CHA-VANG, "TSAI ""SYLVIA""	FACILITY REFUND	220	22040					\$300.00	\$300.00
COMMISSIONER OF REVENUE- WH TA	WITHHOLDING TAX - PAYDATE 06-14-13	101	21720					\$9,226.26	\$9,226.26
COMMUNITY HEALTH CHARITIES - M	EMPLOYEE CONTRIBUTIONS:06-14-13	101	20420					\$114.50	\$114.50
COORDINATED BUSINESS SYSTEMS	MITA LASER MAINTENANCE	101	40550	3860		004		\$152.19	\$152.19
CUB FOODS	ADVENTURE QUEST SUPPLIES	225	43590	2175		002		\$55.98	\$55.98
CULLIGAN	IRON FILTER RENTAL	220	43800	3190		007		\$94.05	\$94.05
CUNNINGHAM, JOSEPH	VIDEO GAME DESIGN JR	220	22040					\$128.00	\$128.00
DISCOUNT SCHOOL SUPPLY	ADVENTURE QUEST SUPPLIES	225	43590	2175		002		\$137.59	\$137.59
EYTCHESON, LINDA	FACILITY REFUND	220	22040					\$50.00	\$50.00
FINANCE & COMMERCE, INC.	AD FOR BID 2013 SEAL COAT PROJ 13-04	404	42200	3190				\$183.05	\$183.05
FINANCE & COMMERCE, INC.	AD FOR BID 2013 STREET REHAB PROJ 13-02	440	47000	5950				\$117.72	\$235.44
		575	47000	5950				\$117.72	
FRAIJ, DUA	TRAVELERS SITZER	220	22040					\$124.00	\$124.00
GENESIS EMPLOYEE BENEFITS, INC	VEBA CONTRIBUTIONS:06-14-13	101	20418					\$5,415.00	\$5,415.00
GENESIS EMPLOYEE BENEFITS, INC	FLEX - MED/DEPENDENT CARE 06-14-13	101	20431					\$196.18	\$196.18
GOPHER	SD HOCKEY PUCKS & SOFTBALL UMPIRE MASK	225	43510	2170		009		\$53.78	
		225	43535	2170		001		\$25.00	\$78.78
HEALTH PARTNERS	HEALTH INSURANCE:JULY 2013	101	20410					\$45,478.60	
		101	20411					\$449.75	\$45,928.35
HOOD, ANGELA	TENNIS- BEGINNERS	220	22040					\$126.00	\$126.00
I-STATE TRUCK CENTER	REPLACEMENT CAB AND CHASIS UNIT 607-13	701	46500	5400				\$68,503.04	
ICMA/VANTAGEPOINT TRANSFER-300	EMPLOYEE CONTRIBUTIONS PAYDATE: 06-14-13	101	21750					\$5,469.34	\$5,469.34
ICMA/VANTAGEPOINT TRANSFER-705	ROTH CONTRIBUTIONS:06-14-13	101	20430					\$450.00	\$450.00
JUSTIN, JIM	FACILITY REFUND	220	22040					\$300.00	\$300.00
KIRCHNER, PAT	FACILITY REFUND	220	22040					\$128.56	\$128.56
LINDERS GREENHOUSE *** ST. PAU	PLANTS FOR CC	220	43800	2180		002		\$942.85	\$942.85
LOESCH, COREY	REIMBURSEMENT - BDAY CAKE FOR RESALE	220	43800	2591		001		\$19.00	\$19.00
MANECKE, LORI	BBALL CAMP (GIRLS)	220	22040					\$95.00	\$95.00
MCCAREN DESIGNS INC	MONTHLY HORTICULTURE SERVICES	220	43800	3190		004		\$1,278.23	\$1,278.23

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
MCMASTER CARR SUPPLY CO	REPAIR SUPPLIES POOL	220	43800	2240		003		\$1,474.92	\$1,474.92
MENARDS CASHWAY LUMBER **FRIDL	REPAIR SUPPLIES CC	220	43800	2240		001		\$76.82	\$76.82
MIDDLE SCHOOL, BLUE EARTH	FACILITY REFUND	220	22040					\$21.15	\$21.15
MINNESOTA CHILD SUPPORT PAYMEN	PAYDATE:06-14-13	101	20435					\$217.50	\$217.50
MINNESOTA DEPT LABOR AND INDUS	BUILDING SURCHARGE REPORT: MAY 2013	101	20802					\$1,332.34	\$1,305.69
		101	34060					-\$26.65	
MINNESOTA ENVIRONMENTAL FUND	MN ENVIRONMENTAL EMPL CONTRIB:06-14-13	101	20420					\$35.00	\$35.00
ORIENTAL TRADING COMPANY	ADVENTURE QUEST SUPPLIES	225	43590	2175		001		\$105.63	\$105.63
ORIENTAL TRADING COMPANY	SUMMER DISCOVERY SUPPLIES	225	43535	2170		002		\$113.32	\$495.80
		225	43535	2170		003		\$166.75	
		225	43535	2170		001		\$215.73	
ORKIN EXTERMINATING CO INC.	EXTERMINATING SERVICES FOR CC	220	43800	3190		004		\$16.21	\$16.21
PATEL, SAJID	FACILITY REFUND	220	22040					\$50.00	\$50.00
PECK, BETH	WISH UPON A BALLET	220	22040					\$56.00	\$56.00
POESCHL, TIMOTHY	FACILITY REFUND	220	22040					\$50.00	\$50.00
PROGRESSIVE CONSULTING ENGINEE	WATER SYSTEM MODELING GOOD SHEPARD SITE	101	22020					\$3,500.00	\$3,500.00
PUBLIC EMPLOYEES RETIREMENT AS	EMPL/EMPLOYER CONTRIBUTIONS:06-14-13	101	21740					\$27,731.60	
Q3 CONTRACTING	RESTORATION TARGET RD/RED FOX PROJ 12-04	572	47000	5950				\$323.20	\$323.20
S & S WORLDWIDE	SUMMER DISCOVERY SUPPLIES	225	43535	2170		002		\$138.07	\$559.48
		225	43535	2170		003		\$400.72	
		225	43555	2170				\$20.69	
S & S WORLDWIDE	ADVENTURE QUEST SUPPLIES	225	43590	2175		001		\$114.17	
		225	43590	2175		002		\$90.67	
SAM'S CLUB DIRECT	SD & AQ SNACKS	225	43535	2170		004		\$1,325.15	
		225	43590	2175		002		\$257.58	\$1,582.73
SUBRAMANIAN, AMAR	MAKIN' A SPLASH	220	22040					\$10.00	\$10.00
TARGET COMMERCIAL INVOICE	TENNIS BALLS	225	43510	2170		011		\$101.32	\$101.32
TARGET COMMERCIAL INVOICE	ADVENTURE QUEST SUPPLIES	225	43590	2175		001		\$70.81	
		225	43590	2175		002		\$144.06	\$222.01
		225	43590	2175		003		\$7.14	
TARGET COMMERCIAL INVOICE	ADVENTURE QUEST ACADEMY SUPPLIES	225	43590	2175		003		\$1.13	
TARGET COMMERCIAL INVOICE	SUMMER DISCOVERY SUPPLIES - ROOM 5	225	43535	2170		003		\$111.39	\$111.39
TARGET COMMERCIAL INVOICE	SUMMER DISCOVERY SUPPLIES - RMS 3 & 4	225	43535	2170		003		\$278.31	\$278.31
TARGET COMMERCIAL INVOICE	SUMMER DISCOVERY SUPPLIES - RM 2	225	43535	2170		003		\$124.39	\$124.39
TARGET COMMERCIAL INVOICE	SUMMER DISCOVERY SUPPLIES - RM 1 & 8	225	43535	2170		003		\$244.72	\$244.72
TARGET COMMERCIAL INVOICE	SUMMER DISCOVERY SUPPLIES -ENRICHMENT	225	43535	2170		003		\$181.92	\$181.92
TARGET COMMERCIAL INVOICE	SUMMER DISCOVERY SUPPLIES - GENERAL	225	43535	2170		002		\$251.30	\$251.30
TREASURY, DEPARTMENT OF	FEDERAL WITHHOLDING TAX: 06-14-13	101	21710					\$21,821.53	\$57,287.45
		101	21730					\$28,743.56	
		101	21735					\$6,722.36	
UNITED WAY - GREATER TWIN CITI	EMPLOYEE CONTRIBUTIONS: 06-14-13	101	20420					\$121.00	
UPPER CUT TREE SERVICES INC	PUBLIC STUMP REMOVALS W013-12	101	43900	3190		002		\$100.89	\$100.89
UPPER CUT TREE SERVICES INC	PUBLIC TREE REMOVAL W013-10	101	43900	3190		002		\$538.65	\$538.65
USA INFLATABLES/USA GOLF GAMES	FM SPECIAL EVENT 6/25	225	43590	3174		001		\$181.16	\$181.16
WOOD, MICHELLE	AQUATICS - LEVEL 3	220	22040					\$142.00	\$142.00
WU, ZHISHAN	TENNIS- INTERMEDIATE	220	22040					\$47.00	\$47.00
YALE MECHANICAL INC	POOL AHU REPAIR	220	43800	3810		007		\$808.02	\$808.02
YALE MECHANICAL INC	PERFORMED MAY POOL AHU MAINT.	220	43800	3190		007		\$444.16	\$444.16
YALE MECHANICAL INC	HIGH HUMIDITY IN POOL AREA - REPAIR	220	43800	3810		007		\$2,734.03	\$2,734.03
YOUNG, LESLEY	EXPENSE REIMBURSEMENT-FM VENDOR MEETING	225	43590	2174		001		\$21.94	\$21.94

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
							Total of all invoices:	\$277,518.30
								=====

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
ALLDATA	ANNUAL SUBSCRIPTION FOR REPAIR SERIES	701	46500	2180		001	\$1,500.00	\$1,500.00
ALLEN, DEANNE	MINUTES - 6/3 CC, 5/28 PC	101	40200	3190		001	\$200.00	\$350.00
		101	44100	3190			\$150.00	
ALLIANCE BENEFIT GROUP INC	QUALIFY EVENT/ONGOING EVENT NOTIFICATION	101	40210	3190		003	\$44.00	
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTALS - MAINTENANCE CENTER	101	42200	3970			\$41.21	\$164.83
		601	45050	3970			\$41.21	
		602	45550	3970			\$41.21	
		603	45850	3970			\$20.60	
		701	46500	3970			\$20.60	
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTALS - MAINTENANCE CENTER	101	42200	3970			\$39.93	
		601	45050	3970			\$39.93	
		602	45550	3970			\$39.93	
		603	45850	3970			\$19.97	
		701	46500	3970			\$19.97	\$159.73
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTAL PARKS	101	43710	3970			\$65.75	\$65.75
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTAL PARKS	101	43710	3970			\$65.75	\$65.75
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTAL PARKS	101	43710	3970			\$67.45	\$67.45
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTAL PARKS	101	43710	3970			\$65.75	\$65.75
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTAL CC	220	43800	3970			\$47.72	\$47.72
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTAL CC	220	43800	3970			\$47.72	\$47.72
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTAL CC	220	43800	3970			\$47.72	\$47.72
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTAL CC	220	43800	3970			\$49.42	\$49.42
AMERICAN FASTENER	SUPPLIES	701	46500	2180		001	\$31.28	\$31.28
AMERICAN PUMP COMPANY	PUMP RENTAL FOR DEWATERING	601	45050	2280		004	\$999.20	\$999.20
AMSAN BRISSMAN KENNEDY	OASIS BATHROOM CLEANER	101	43710	2110			\$239.34	\$239.34
AUTO PLUS	FLOOR DRY	701	46500	2180		001	\$4.58	\$4.58
AUTO PLUS	PROPANE	701	46500	2180		001	\$60.89	\$60.89
BATTERIES PLUS - ROSEVILLE 029	BATTERY FOR GREASE GUN	701	46500	2180		001	\$37.48	\$37.48
BIFF'S, INCORPORATED	BUCHER PARK UNITS	101	43710	3950			\$321.57	\$321.57
BIFF'S, INCORPORATED	COMMONS PARK UNITS	101	43710	3950			\$291.57	\$291.57
BIFF'S, INCORPORATED	LAKE JUDY PARK	101	43710	3950			\$146.29	\$146.29
BIFF'S, INCORPORATED	MCCULLOUGH PARK UNITS	101	43710	3950			\$206.57	\$206.57
BIFF'S, INCORPORATED	RICE CREEK FIELDS	101	43710	3950			\$48.79	\$48.79
BIFF'S, INCORPORATED	SITZER PARK UNITS	101	43710	3950			\$295.86	\$295.86
BIFF'S, INCORPORATED	SHAMROCK PARK UNITS	101	43710	3950			\$394.86	\$394.86
BIFF'S, INCORPORATED	THEISEN PARK UNIT	101	43710	3950			\$146.29	\$146.29
BIFF'S, INCORPORATED	WILSON PARK UNITS	101	43710	3950			\$306.57	\$306.57
BIFF'S, INCORPORATED	SNAIL LAKE SCHOOL UNIT	101	43710	3950			\$48.79	\$48.79
BRADLEY & DEIKE, PA	MIDLAND PLAZA	101	22020				\$1,054.00	\$1,054.00
BRAKE & EQUIPMENT WAREHOUSE	BRAKE PARTS/UNIT 612/LESS CREDIT1-224678	701	46500	2220		001	\$89.06	\$89.06
C & E HARDWARE	BROOM & BUG SPRAY	701	46500	2183		001	\$53.50	\$53.50
C & E HARDWARE	PARTS FOR WATER TANK ON 106	701	46500	2220		002	\$18.18	\$18.18
C & E HARDWARE	SCREEN FOR PAINT STRAINER	701	46500	2180		001	\$9.63	\$9.63
CDW GOVERNMENT, INC	MEMORY FOR STORAGE UNIT	101	40550	2180		001	\$73.22	\$73.22
CDW GOVERNMENT, INC	SERVER CONTROL SOFTWARE LICENSE	422	40550	5800			\$895.27	\$895.27
COMMERCIAL ASPHALT CO	ASPHALT	101	42200	2180		002	\$841.83	\$841.83
COMPLETE HEALTH, ENVIRONMENTAL	MAY MTCE PLAN	101	40210	3190		007	\$610.00	\$610.00
CONTINENTAL RESEARCH CORPORATI	WASP AWAY AND TOOLS	601	45050	2280		001	\$185.00	\$430.67
		602	45550	2280		001	\$165.67	
		601	45050	2400		001	\$80.00	
CUMMINS NPOWER, LLC	PM MAINTENANCE WELL 5 GENERATOR	601	45050	3190		003	\$203.00	

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
CUMMINS NPOWER, LLC	PM MAINTENANCE BOOSTER STATION GENERATOR	601	45050	3190		003		\$269.00	\$269.00
DAVIS LOCK & SAFE	PARK KEYS	101	43710	2240				\$76.31	\$76.31
EMERGENCY AUTOMOTIVE	STROBE LIGHT FOR BACKHOE	701	46500	2220		002		\$391.16	\$391.16
EMERGENCY AUTOMOTIVE	STROBE FOR UNIT 206	701	46500	2220		001		\$391.16	\$391.16
FAST, TIM	FARMERS MARKET ENTERTAINMENT/JULY	225	43590	3174		001		\$125.00	\$125.00
FAST, TIM	FARMERS MARKET ENTERTAINMENT/AUGUST	225	43590	3174		001		\$125.00	\$125.00
FERGUSON WATERWORKS #2516	LOCATORS/LESS CREDIT #CM001903	601	45050	2280		001		\$702.10	
		572	47000	5920				\$857.00	
FLEETPRIDE INC	PARTS FOR UNIT 208	701	46500	2220		001		\$95.15	\$95.15
FORCE AMERICA INC	NEW HYD SPOOL FOR UNIT 208	701	46500	2220		001		\$362.68	\$362.68
FRONTIER PRECISION, INC	STAKES FOR PROJECTS	572	47000	5920				\$147.27	\$147.27
GOPHER STATE ONE-CALL	GOPHER ONE LOCATE CHARGE	601	45050	3190		001		\$207.87	\$831.45
		602	45550	3190		001		\$207.86	
		603	45850	3190		001		\$207.86	
		604	42600	3190				\$207.86	
GRAINGER, INC.	PADLOCKS FOR PARKS	101	43710	2240				\$268.17	\$268.17
GRAINGER, INC.	SAFETY EAR PLUGS	101	43710	2180				\$78.09	
GRAINGER, INC.	BARRICADE POSTS & TAPE FOR FARMERS MKT	101	43710	2240				\$109.53	\$109.53
GREATER METROPOLITAN HOUSING C	HOME IMPR LOAN/2ND HALF PER AGREEMENT	241	11900					\$150,000.00	\$150,000.00
HALDEMAN-HOMME INC	SAFETY STRAPS ON BACKBOARDS	220	43800	3810		004		\$4,545.28	\$4,545.28
HAWKINS, INC.	POOL CHEMICALS	220	43800	2160		001		\$471.05	\$471.05
HAWKINS, INC.	FLUORIDE	601	45050	2160		001		\$2,770.94	\$4,289.38
		601	45050	2160		002		\$1,518.44	
HORIZON COMMERCIAL POOL SUPPLY	WHIRLPOOL CHEMICALS	220	43800	2160		001		\$214.08	\$214.08
HUGO EQUIPMENT COMPANY	NEW SOD CUTTER	701	46500	5800				\$3,943.63	
HUGO EQUIPMENT COMPANY	MANTIS TILLER/CULTIVATOR	101	43710	2400				\$566.38	\$566.38
HUGO EQUIPMENT COMPANY	PUSH MOWER PARTS	701	46500	2220		002		\$3.43	\$3.43
INFRASTRUCTURE TECHNOLOGIES, I	BUCHER EASEMENT MANHOLE	602	45550	3190		002		\$3,940.32	
INSTRUMENTAL RESEARCH INC	MONTHLY SAMPLES	601	45050	3190		004		\$225.00	\$225.00
JEFF ELLIS & ASSOCIATES, INC	JUNE AQUATIC SAFETY AUDIT	220	43800	3190		007		\$850.00	\$850.00
KELLY & LEMMONS, P.A.	MAY 2013 LEGAL FEES	101	40600	3020				\$3,606.05	\$13,326.29
		101	40600	3030				\$5,886.24	
		101	40600	3040				\$2,802.00	
		571	47000	5930				\$660.00	
		572	47000	5930				\$132.00	
		573	47000	5930				\$120.00	
		574	47000	5930				\$120.00	
LAKE JOHANNA FIRE DEPT	2ND HALF PAYMENT-STATIONS 2 & 4 REMODEL	405	41200	3190				\$130,214.50	\$130,214.50
LEAGUE OF MINNESOTA CITIES	ANNUAL CONFERENCE - SCHWERM	101	40200	4500		005		\$350.00	
LEAGUE OF MINNESOTA CITIES	2013 DIRECTORY OF MN OFFICIALS	101	40200	4350		001		\$56.45	\$56.45
LEXINGTON FLORAL	FUNERAL ARRANGEMENT-JOHNSON	101	40200	4890				\$94.27	\$94.27
LEXINGTON FLORAL	FLORAL ARRANGEMENT - STOLP	101	40200	4890				\$59.94	\$59.94
LILLIE SUBURBAN NEWSPAPERS INC	LEGAL NOTICES	575	47000	5950				\$43.88	\$138.15
		404	42200	3190				\$30.88	
		101	40200	3360		001		\$63.39	
METROPOLITAN COUNCIL ENVIRONME	SEWER SERVICE-JULY 2013	602	45550	3670				\$144,679.50	
MTI DISTRIBUTING, INC	IRRIGATION REPAIR SUPPLIES	101	43710	2240				\$51.27	\$51.27
NAPA AUTO PARTS	PARTS FOR CRACK SEALER	701	46500	2220		002		\$9.07	\$9.07
NORM'S TIRE SALES	ALIGNMENT OF UNIT 612	701	46500	3190		001		\$89.95	\$89.95
OFFICE DEPOT	MONITOR RISER	220	43800	2010		001		\$50.78	\$50.78
OFFICE DEPOT	SUMMER DISCOVERY SUPPLIES: PENCIL POUCH	225	43535	2170		002		\$1.34	\$1.34

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
OFFICE DEPOT	GENERAL OFFICE SUPPLIES	101	40200	2010		002		\$75.77	\$89.90
		101	44100	2010				\$14.13	
OFFICE DEPOT	SUMMER DISCOVERY SUPPLIES	225	43535	2170		002		\$42.61	
OFFICE DEPOT	SUMMER DISCOVERY SUPPLIES	225	43535	2170		002		\$39.68	\$39.68
OFFICE DEPOT	SECOND SET OF PRINTHEADS FOR PLOTTER	101	40550	2010		002		\$733.29	\$733.29
POWER MUSIC, INC	SUMMER 2013 GROUP FITNESS MUSIC ORDER	225	43530	2170		003		\$157.65	\$157.65
POWER SYSTEMS	GROUP FITNESS EQUIPMENT-BANDS/BOSU/BAL	225	43530	2170				\$537.71	\$537.71
PRESS PUBLICATIONS	ACCESS SHOREVIEW-MAY 2013	101	40400	3390		003		\$270.30	\$270.30
PROPERTY PROPS INC	FENCEGUARD FOR COMMONS PARK	101	43710	2240				\$1,256.85	\$1,256.85
RAMSEY COUNTY	LAW ENFORCEMENT - JUNE 2013	101	41100	3190		001		\$156,961.51	\$156,961.51
REHBEIN'S BLACK DIRT	BLACK DIRT FOR PARKS AND GROUNDS	101	43710	2260				\$128.25	\$128.25
RICK JOHNSON DEER AND BEAVER I	DEER REMOVAL (3) FOR MAY	101	42200	2180		001		\$345.00	\$345.00
ROYAL TEXTILE MANUFACTURING	UNIFORM SHIRTS FOR PARKS AND CC CREW	101	43710	3970				\$517.81	\$748.06
		220	43800	3970				\$230.25	
SIGNATURE LIGHTING INC	STREET LIGHTS -BULBS TO RELAMP 52 LIGHTS	604	42600	2180				\$522.29	\$522.29
SOLBREKK	WARRANTY COVERAGE FOR STORAGE NETWORK	101	40550	3860		011		\$9,079.03	\$9,079.03
STAR TRIBUNE	AQUATIC COORD/IT POSITION 13788429	101	40210	3360		002		\$2,049.90	\$2,049.90
T.A. SCHIFSKY & SONS, INCORPOR	ASPHALT FOR WATER MAIN REPAIRS	601	45050	2280		002		\$1,030.21	\$1,030.21
TERMINAL SUPPLY CO	SUPPLIES	701	46500	2180		001		\$58.42	\$58.42
TOUSLEY FORD, INC	BRAKE REPAIRS (OLD S-10 AUCTIONED)	701	46500	3190		001		\$1,568.78	\$1,568.78
TRI STATE BOBCAT, INC.	PARTS FOR TOOLCAT	701	46500	2220		002		\$175.35	\$175.35
TRI STATE BOBCAT, INC.	TIRES FOR TOOL-CAT	701	46500	2230		002		\$875.14	\$875.14
VERMONT SYSTEMS, INC	VERMONT SYSTEMS ANNUAL MAINTENANCE	101	40550	3860		012		\$6,615.00	\$6,615.00
VERUS CORPORATION	SMARTNET COVERAGE ON WIRELESS EQUIPMENT	101	40550	3860		011		\$1,731.38	\$1,731.38
VERUS CORPORATION	SMARTNET COVERAGE ON WIRELESS CONTROLLER	101	40550	3860		011		\$908.44	\$908.44
VIKING ELECTRIC SUPPLY INC	PHOTO CELL LIGHT LIFT STATION 5	602	45550	2282		001		\$14.71	
VIKING ELECTRIC SUPPLY INC	LIGHT REBUILD KIT LIGHT LIFT STATIONS	602	45550	2282		001		\$115.18	\$115.18
YOCUM OIL COMPANY INC.	OFF RD FUEL	701	46500	2120		003		\$3,126.30	\$3,126.30
YOCUM OIL COMPANY INC.	UNLEADED GAS	701	46500	2120		001		\$3,063.00	\$3,063.00
YOCUM OIL COMPANY INC.	ON ROAD FUEL	701	46500	2120		002		\$3,126.30	\$3,126.30
Total of all invoices:								\$668,903.50	

Purchase Voucher

City of Shoreview
 4600 Victoria Street North
 Shoreview MN 55126

Voucher Number	35,129		
Vendor number	01901 1	2013	
Vendor name	ALLIED WASTE SERVICES #899		
Address	PO BOX 9001154 LOUISVILLE, KY 40290-1154		

Date	Comment line on check	Invoice number	Amount
05-25-13	MAY ALLIED WASTE SERVICES	0899-002280036	\$29,560.52

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.

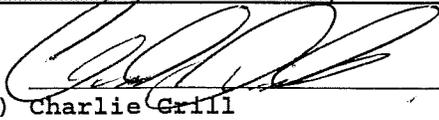
Purchase was made through another source. The state's cooperative purchasing venture was considered.

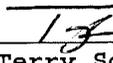
Cooperative purchasing venture consideration requirement does not apply.

Return to: _____

Account Coding	Amount
210 42750 3190	\$29,560.52

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

Reviewed by: 
 (signature required) Charlie Grill

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	35,132
Vendor number	01276 1 2013
Vendor name	HEALTH PARTNERS
Address	NW 3600 PO BOX 1450 MPLS MN 55485-3600

Date	Comment line on check	Invoice number	Amount
06-11-13	HEALTH INSURANCE:JULY 2013	43657432/43657433	\$45,928.35

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	\$45,478.60
101 20411	\$449.75

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

Reviewed by: J. Kuschel
(signature required) Jodee Kuschel

Approved by: T. 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	35,012
Vendor number	00312 1 2013
Vendor name	GREATER METROPOLITAN HOUSING CORP
Address	OF THE TWIN CITIES ATTN: GLENDA WARE 15 SOUTH FIFTH STREET, SUITE 710 MINNEAPOLIS, MN 55402

Date	Comment line on check	Invoice number	Amount
06-05-13	HOME IMPR LOAN/2ND HALF PER AGREEMENT	6-5-13	\$150,000.00

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
241 11900	\$150,000.00
	J

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$
Reviewed by:	<i>Terri Hoffard</i>
(signature required) Terri Hoffard	
Approved by:	<i>[Signature]</i>
(signature required) Tom Simonson, Acting City Mgr	

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	35,110	Will pay tax and license at DMV
Vendor number	00290 1	2013
Vendor name	I-STATE TRUCK CENTER	
Address	11152 COURTHOUSE BLVD. INVER GROVE HEIGHTS, MN 55077	

Date	Comment line on check	Invoice number	Amount
06-10-13	REPLACEMENT CAB AND CHASIS UNIT 607-13	V242005764	\$68,503.04

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?

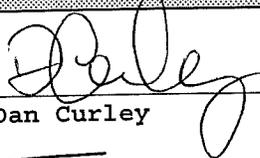
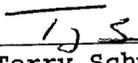
Purchase was made through the state's cooperative purchasing venture.

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
701 46500 5400	\$68,503.04

Is sales tax included on invoice?	Tax Due
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	Council Approved 02-04-13
Quote 2	
Explanation if no quote received	

Purchase Voucher

City of Shoreview
 4600 Victoria Street North
 Shoreview MN 55126

Voucher Number	35,073
Vendor number	00374 1 2013
Vendor name	LAKE JOHANNA FIRE DEPT
Address	5545 LEXINGTON AVENUE N SHOREVIEW MN 55126

Date	Comment line on check	Invoice number	Amount
06-07-13	2ND HALF PAYMENT-STATIONS 2 & 4 REMODEL	432	\$130,214.50

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	\$130,214.50

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	34,904
Vendor number	01337 2 2013
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
05-29-13	LAW ENFORCEMENT - JUNE 2013	SHRFL-001222	\$156,961.51

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 001	\$156,961.51

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 Acting Manager

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

Motion by Council Member _____

Seconded by Council Member _____

To adopt Resolution No. 13-54 to finance certain proposed projects to be undertaken, as listed within the resolution on Exhibit A, and establishing compliance with reimbursement bond regulations under the Internal Revenue Code.

ROLL CALL:	AYES	NAYS
Johnson	_____	_____
Quigley	_____	_____
Wickstrom	_____	_____
Withhart	_____	_____
Martin	_____	_____

TO: City Manager, Mayor and City Council
FROM: Jeanne A. Haapala, Finance Director 
DATE: June 11, 2013
RE: Intent to Bond Declaration for Project Costs

Internal Revenue Code requires that the City Council adopt a resolution noting its intent to bond for project costs prior to incurring costs. Exhibit A of the attached resolution contains estimates for 2013 project costs that were not already included in a previous declaration, or that have changed since the last declaration.

The resolution is an expression of intent and does not commit the City to the bonding levels proposed, nor does it commit the City to construct the projects listed. Funding levels shown are consistent with recent estimates or are included in the Capital Improvement Program. For the purpose of this estimate, an additional 20% allowance has been added to most of the CIP estimates. This allowance helps the City avoid approving a revised declaration of intent for minor cost variances, as would be required by Internal Revenue Code.

It is recommended that the City Council approve resolution declaring the City's intent to bond for the proposed projects, and to establish compliance with reimbursement bond regulations under the Internal Revenue Code.

**EXTRACT OF MINUTES OF MEETING OF THE
CITY COUNCIL OF SHOREVIEW, MINNESOTA
HELD JUNE 17, 2013**

* * * * *

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 June 17, 2013, at 7:00 p.m. The following members were present: ____;

and the following members were absent: ____.

Council member ____ introduced the following resolution and moved its adoption.

RESOLUTION NO. 13-54

**RESOLUTION RELATING TO FINANCING OF
CERTAIN PROPOSED PROJECTS TO BE
UNDERTAKEN BY THE CITY OF SHOREVIEW;
ESTABLISHING COMPLIANCE WITH REIMBURSEMENT BOND
REGULATIONS UNDER THE INTERNAL REVENUE CODE**

WHEREAS, the City of Shoreview is in the practice of constructing certain improvements and in some instances, reimbursing itself for the cost of any portion of the improvements with bond proceeds, and

WHEREAS, the Internal Revenue Service has issued proposed Treasury Regulations Section 1.103-17 (as proposed and/or finally adopted, the "Regulations") dealing with the issuance of bonds where all or a portion of the proceeds are to be used to reimburse the City for any project costs paid by the City prior to the time of the issuance of the bonds, and

WHEREAS, the Regulations generally require that the City make a prior declaration of its official intent to reimburse itself for such prior expenditures out of the proceeds of a subsequently-issued taxable or tax-exempt borrowing, that such declaration generally be made prior to, but not more than, two years before the time the expenditure is actually paid, that the borrowing occur and the reimbursement allocation be made from the proceeds of such borrowing within one year of the payment of the expenditure or, if longer, within one year of the date the project is placed in service, and the expenditures relate to property having a reasonably expected economic life of at least one year.

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

1. Official Intent - The City desires to comply with requirements of the Regulations with respect to certain projects hereinafter identified.
 - a. The City proposes to undertake the project(s) described on Exhibit A attached hereto.
 - b. Other than costs to be paid or reimbursed from sources other than a tax-exempt borrowing or costs permitted to be reimbursed pursuant to the transition provision of Section 1.103-17(1) of the Regulations, none of the costs of the foregoing projects as identified on Exhibit A has heretofore been paid by the City and none of the costs will be paid by the City until after the date of this Resolution. Each of the projects, and costs related thereto, constitutes property having a useful life of at least one year.
 - c. The City intends to reimburse itself for the payment of the designated project costs out of the proceeds of a tax-exempt bond issue, debt or similar borrowing (the "Bonds") to be issued by the City after the date of payment of all or a portion of the costs. Pending the issuance of the Bonds, the City reasonably expects to pay and temporarily finance the costs from the following source or sources of funds identified on Exhibit A.
 - d. The Bonds are proposed to be issued by the City pursuant to the provisions of Minnesota Statutes, Chapter 475, and other applicable statutory authority. The reasonably expected source or sources of funds to be issued by the City to pay the debt service on the Bonds are identified on Exhibit A.
2. Budgetary Matters - As of the date hereof, there are no City funds reserved or otherwise allocated pursuant to the City's budget (or expected to be reserved or allocated pursuant to the City's budget) to provide permanent financing for the bonding portion of the project costs, other than pursuant to the issuance of the Bonds. Furthermore, there has been no allocation, budgeting, or restriction of monies (or the adoption of a requirement or policy to reimburse a fund) as part of the City's budgetary process, the primary purpose of which is to prevent monies from said sources from being available for the permanent financing of the costs of the projects.

This resolution, therefore, is determined to be consistent with the City's budgetary and financial circumstances as they exist or are foreseeable on the date hereof, all within the meaning and content of the Regulations.

3. Filing - This resolution shall be filed in the publicly available official books, records, or proceedings of the City, which shall be continuously available for inspection by the general public. This resolution shall be available for inspection at City Hall during normal business hours of the City on every business day during the period beginning on the earlier of 10 days after the adoption hereto or the date of issuance of the reimbursement bonds and ending on the day after the issuance of such bonds.

4. Reimbursement Allocation - The City's Finance Director shall be responsible for making the "reimbursement allocations" described in the Regulations, being generally the transfer of the appropriate amount of proceeds of the Bonds to reimburse the source of temporary financing used by the City to make payment of the prior costs of the projects. Each allocation shall be evidenced by an entry on the official books and records of the City maintained for the Bonds, shall specifically identify the actual prior expenditure being reimbursed, and shall be effective to relieve the proceeds of the Bonds from any restriction under the bond resolution or other relevant legal documents for the Bonds, and under any applicable state or federal statute, which would apply to the unspent proceeds of such bond issue.

The motion for the adoption of the foregoing resolution was duly seconded by ___ 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 seventeenth day of June 2013.

EXHIBIT A					
Project Description	Total Cost	Estimated Cost to be Reimbursed From Bond Proceeds	Source of Interim Financing	Source of Funds to Pay Bonds	
				Source	Amount
Gaston Grove & St Albans watermain	\$ 120,000	\$ 120,000	Water fund	Water assessments	\$ 120,000
County Rd D Reconstruction (revised - split into two projects)	\$ 2,300,000	\$ 310,000	MSA fund	Special assessments	\$ 60,000
Cottage Place (revised - split into two projects)	\$ 625,000	\$ 351,000	Street renewal fund	Water fees	\$ 250,000
Owasso street realignment	\$ 2,900,000	\$ 1,600,000	Tax increment	Special assessments	\$ 25,000
Water system imprv-Weston Woods Booster Station	\$ 280,000	\$ 280,000	Water fund	Water fees	\$ 106,000
				Surface water fees	\$ 220,000
				Special assessments	\$ 1,600,000
TOTAL	\$ 6,225,000	\$ 2,661,000		Water fees	\$ 280,000
				Total	\$ 2,661,000

MEMO

TO: MAYOR AND COUNCILMEMBERS

**FROM: TERRI HOFFARD
DEPUTY CLERK**

DATE: JUNE 9, 2013

SUBJECT: APPLICATION FOR FIREWORKS DISPLAY

INTRODUCTION

The Slice of Shoreview Planning Committee is requesting approval for a fireworks display to be held in conjunction with the 2013 Slice of Shoreview festival. The Slice of Shoreview will be held July 26-28 at Island Lake Park. The fireworks will be on Friday and Saturday, July 26 and 27.

DISCUSSION

The Slice of Shoreview festival includes fireworks on Friday and Saturday evenings at dusk. A \$200 application fee is required for a fireworks display permit. In the past, the City Council has approved the permit request and waived the application fee for this community event.

The request has been reviewed and approved by the Fire Chief of the Lake Johanna Fire Department.

RECOMMENDATION

It is recommended that the City Council approve the fireworks display permit for Friday, July 26 and Saturday, July 27 at the Slice of Shoreview festival.

APPLICATION FOR DISPLAY OF FIREWORKS/PYROTECHNIC SPECIAL EFFECTS

Applicant instructions:

This application must be completed and returned at least 15 days prior to date of display.

Name of applicant (Sponsoring Organization): Slice of Shoreview, Attn. Jacci Krebsbach

Address of applicant: 4600 North Victoria, Shoreview, MN 55126

Name of authorized agent of applicant: RES Specialty Pyrotechnics Inc.

Address of agent: 21595 286th Street, Belle Plaine, MN 56011

Telephone number of agent: 952-873-3113

Date of display: July 26 & 27, 2013

Time of display: Approx. 10:00 p.m.

Location of display: Island Lake Park

Manner and place of storage of fireworks/pyrotechnic special effects prior to display: N/A - Delivered Day of Show.

Type & number of fireworks/pyrotechnic special effects to be discharged: See attachment

Minnesota State law requires that this display be conducted under the direct supervision of a pyrotechnic operator certified by the State Fire Marshal.

Name of supervising operator: Jeff Knutson **Certificate #:** B-0805

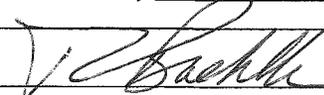
I understand and agree to comply with all provisions of this application and the requirements of the issuing authority, and will ensure that the fireworks/pyrotechnic special effects are discharged in a manner that will not endanger persons or property or constitute a nuisance.

Signature of applicant (or agent):  Date of application: May 28, 2013

Required attachments: The following attachments must be included with this application:

1. Proof of a bond or certificate of insurance in the amount of at least \$1,000,000.00
2. A diagram of the grounds, or facilities (for indoor displays), at which the display will be held. This diagram (drawn to scale or with dimensions included) must show the point at which the fireworks/pyrotechnic special effects are to be discharged; the location of ground pieces; the location of all buildings, highways, streets, communication lines and other possible overhead obstructions; and the lines behind which the audience will be restrained. For proximate audience (e.g. indoor) displays, the diagram must also show the fallout radius for each pyrotechnic device used during the display.

The discharge of the listed fireworks on the date and at the location shown on this application is hereby approved, subject to the following conditions, if any: _____

Signature of fire chief/county sheriff:  Date: 6/11/13

Signature of issuing authority: _____ Date: _____

**Slice of Shoreview
July 26 & 27, 2013**

**Max Shell Size: 4"
Fallout Radius: 280 ft**



Slice of Shoreview

July 26 & 27, 2013

Lead Technician

Jeff Knutson License # B-0805

Assistant

Ben Raby License # O-0839

Materials List

Friday July 27

(16) multishot cakes

Saturday July 28

(156) 3" shells

(135) 4" shells

(10) multishot cakes

PROPOSED RESOLUTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to adopt Resolution No.13-55 approving Change Order No. 1 in the amount of (\$19,621.50) for the County Road D and Cottage Place Reconstruction, City Project No.13-01A & B.

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

REGULAR COUNCIL MEETING
JUNE 17, 2013

TO: MAYOR, CITY COUNCIL, CITY MANAGER
FROM: GLEN M. HOFFARD
SENIOR ENGINEERING TECHNICIAN
DATE: JUNE 13, 2013
SUBJECT: COUNTY ROAD D & COTTAGE PLACE RECONSTRUCTION
CITY PROJECT NO. 13-01A & B, CHANGE ORDER NO. 1

INTRODUCTION

The attached Change Order No.1 has been prepared by staff and must be approved by Council in order to modify the contract.

BACKGROUND

On May 6, 2013, the City Council awarded a contract to Arnt Construction Co. Inc. in the amount of \$2,074,519.50 for the County Road D and Cottage Place Reconstruction, City Project No.13-01A & B, and authorized the Mayor and City Manager to sign said contract.

DISCUSSION

As part of the project, new watermain will be installed to replace the old cast iron pipe watermain that currently serves County Road D and Cottage Place. The plans and specifications for the project call for the new watermain to be installed using HDPE pipe by the directional bored method. Prior to the start of the project Arnt Construction Co. Inc., the General Contractor for the project, made a request to City staff that they be allowed to use C-900 PVC pipe using the open trench method for the replacement of the existing watermain in lieu of directional boring. For this project the Contractor felt that the open trench method would allow for more flexibility with existing utilities and potential conflicts and more uniform soil compaction throughout the project. Arnt Construction has offered a \$5.75/LF deduct for 8" watermain and a \$2.00/LF deduct for 6" watermain to use this method. The deducts would result in a savings of \$15,525.00 for the 8" watermain on the Shoreview side, a \$5,200.00 savings for the 6" watermain on the Roseville side and a \$3,852.50 savings for the 8" watermain on Cottage Place. Pay items will be deleted from the contract as follows:

County Road D (Shoreview):

8" Watermain CL DR11 HDPE-DIPS – Directionally Drilled
2700 LF @ \$37.00 = \$ 99,900.00

County Road D (Roseville)

6" Watermain CL DR11 HDPE-DIPS – Directionally Drilled
2600 LF @ \$28.00 = \$ 72,800.00

Cottage Place
8" Watermain CL DR11 HDPE-DIPS – Directionally Drilled
670 LF @ \$46.00 = \$ 30,820.00

Watermain Deduct: **(\$203,520.00)**

Pay items will be added to the contract as follows:

County Road D (Shoreview):
8" Watermain PVC C-900 – Direct Bury
2700 LF @ \$31.25 = \$ 84,375.00

County Road D (Roseville)
6" Watermain PVC C-900 – Direct Bury
2600 LF @ \$26.00 = \$ 67,600.00

Cottage Place
8" Watermain PVC C-900 – Direct Bury
670 LF @ \$40.25 = \$ 26,967.50

Watermain Addition: **\$ 178,942.50**

Total Watermain Deduct: **\$ (24,577.50)**

The contractor will supply 4" cleanouts, at the right-of-way, for all sewer services on the Shoreview side of County Road D and on Cottage Place at a cost of \$165.00 each. New pay items will be added to the contract as follows:

County Road D (Shoreview):
4" Cleanout
11 Ea @ \$165.00 = \$ 1,815.00

Cottage Place:
4" Cleanout
9 Ea @ \$165.00 = \$ 1,485.00

A Tracer Wire Box will be added adjacent to all hydrants. The box will contain the tracer wire used for locating the C-900 watermain. Pay items will be added to the contract as follows:

County Road D (Shoreview):
Tracer Wire Box
4 Ea @ \$138.00 = \$ 552.00

County Road D (Roseville):		
Tracer Wire Box		
6 Ea @ \$138.00 =		\$ 828.00
Cottage Place		
Tracer Wire Box		
2 Ea @ \$138.00 =		\$ 276.00
Total Change Order No.1		\$ (19,621.50)

The Bid Proposal contained a Street Lighting bid item for County Road D and a Street Lighting bid item for Cottage Place. The low bid submitted by Arnt Construction Co. Inc. had combined the two bid items onto the County Road D bid schedule with the Cottage Place bid item left blank. Change Order No.1 will revise the two bid items to reflect the correct amount for each bid schedule. Change Order No.1 will not change the total street lighting cost. Pay items will be revised as follows:

County Road D (Shoreview)		
Street Lighting System		
1 LS @ \$ 59,000.00 =		\$ 59,000.00
Revise pay item to:		
1 LS @ \$ 43,434.00 =		\$ 43,434.00
Cottage Place		
Street Lighting System		
1 LS @ \$0.00 =		\$ 0.00
Revise pay item to:		
1 LS @ \$19,000.00 =		\$ 15,566.00

Pay items have been revised or added to the contract documents resulting in a net decrease to the contract of \$19,621.50. Change Order No.1 will decrease the contract amount to \$2,054,898.00. Change Order No.1 will be funded as follows:

County Road D

Street		
State Aid (MSA)		\$ (15,566.00)
Water		
Water Fund		\$ (14,973.00)
City of Roseville		\$ (4,372.00)
Sanitary Sewer		
Sewer Fund		\$ 1,815.00

Cottage Place

Water		
Water Fund		\$ (3,576.50)
Sanitary Sewer		
Sewer Fund		\$ 1,485.00
Street Lights		
Street Light Fund		<u>\$ 15,566.00</u>
Total		\$ (19,621.50)

RECOMMENDATION

It is recommended that Council adopt the attached proposed resolution approving Change Order No.1 for the County Road D and Cottage Place Reconstruction, City Project No. 13-01A&B.

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

HELD JUNE 17, 2013

* * * * *

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 June 17, 2013 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. 13-55
APPROVING CHANGE ORDER NO.1
FOR THE COUNTY ROAD D
AND COTTAGE PL. RECONSTRUCTION
CITY PROJECTS NO. 13-01A&B

WHEREAS, On May 6, 2013 the City Council awarded a contract to Arnt Construction Co., Inc. for the County Road D and Cottage Place Reconstruction, C.P. 13-01A&B, and authorized the Mayor and City Manager to sign said contract, and

WHEREAS, the original contract amount is \$2,074,519.50, and

WHEREAS, Change Order No. 1, in the amount of (\$19,621.50), has been prepared in order to address certain changes or modifications to the original contract, and

WHEREAS, said changes and modifications to the project will decrease the contract amount to \$2,054,898.00, and

WHEREAS, the Director of Public Works has recommended approval of proposed Change Order No. 1.

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

1. That Change Order No. 1, in the amount of (\$19,621.50), resulting in a revised contract amount of \$2,054,898.00 is hereby approved, and

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 17th day of June, 2013, 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 the approval of Change Order No. 1, for the County Road D and Cottage Place Reconstruction, C.P #13-01A&B.

WITNESS MY HAND officially as such Manager and the corporate seal of the City of Shoreview, Minnesota, this 18th day of June 2013.

SEAL

Terry C. Schwerm
City Manager

CITY OF SHOREVIEW CONTRACT CHANGE ORDER

Project:	County Road D, Cottage Place Reconstruction
City Project No.:	13-01A&B
Change Order Number:	1 (One)
Date:	June 17, 2013
Contractor:	Arnt Construction Co. Inc.

The deductions, additions, revisions and corrections contained herein shall be made to the Contract Documents for the project and shall become part of the Scope of Work.

DEDUCT:

CITY PROJECT NO.13-01A

8" Watermain CL DR11 HDPE-DIPS - Directionally Drilled 2700 LF @ \$37.00/LF =	\$ 99,900.00
6" Watermain CL DR11 HDPE-DIPS - Directionally Drilled 2600 LF @ \$28.00/LF =	\$ 72,800.00
Street Lighting Deduct 1 LS @ \$ 15,566.00 =	\$ 15,566.00

CITY PROJECT NO.13-01B

8" Watermain CL DR11 HDPE-DIPS - Directionally Drilled 670 LF @ \$46.00/LF =	<u>\$ 30,820.00</u>
---	---------------------

TOTAL DEDUCT	(\$219,086.00)
---------------------	-----------------------

ADDITION:

CITY PROJECT NO.13-01A

8" Watermain PVC C-900 Direct Bury 2700 LF @ \$31.25/LF =	\$ 84,375.00
6" Watermain PVC C-900 Direct Bury 2600 LF @ \$26.00/LF =	\$ 67,600.00
4" Cleanout 11 EA @ \$165.00 =	\$ 1,815.00

Tracer Wire Box (Shoreview) 4 EA @ 138.00 =	\$ 552.00
Tracer Wire Box (Roseville) 6 EA @ 138.00 =	\$ 828.00

CITY PROJECT NO.13-01B

8" Watermain PVC C-900 Direct Bury 670 LF @ \$40.25/LF =	\$ 26,967.50
4" Cleanout 9 EA @ \$165.00 =	\$ 1,485.00
Tracer Wire Box 2 EA @ \$138.00 =	\$ 276.00
Street Lighting Addition 1 LS @ \$ 15,566.00 =	\$ 15,566.00

TOTAL ADDITION \$199,464.50

TOTAL CHANGE ORDER NO.1 (\$ 19,621.50)

SUMMARY:

Original Contract Amount:	\$ 2,074,519.50
Change Order No.1	(\$ 19,621.50)
Amended Contract Amount	<u>\$ 2,054,898.00</u>

APPROVALS:

APPROVED BY: City of Shoreview

By: _____ Title: City Engineer Date: _____

ACCEPTED BY: Arnt Construction Co. Inc.

By: _____ Title: _____ Date: _____

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to adopt the attached Resolution No. 13-53 to reapportion assessments for the Division Numbers listed below.

DIVISION # DB071412 – LOT COMBINATION – 3314 OWASSO HTS RD

(1) RESOLUTION – ASSMT #83090702 – OWASSO HEIGHTS RECONSTRUCTION PROJECT NO. 07-02

ROLL CALL: AYES _____ NAYS _____

JOHNSON _____

QUIGLEY _____

WICKSTROM _____

WITHHART _____

MARTIN _____

REGULAR COUNCIL MEETING
JUNE 17, 2013

TO: MAYOR, CITY COUNCIL, CITY MANAGER

FROM: THOMAS L. HAMMITT
SENIOR ENGINEERING TECHNICIAN

DATE: JUNE 12, 2013

SUBJECT: REAPPORTIONMENT OF ASSESSMENTS (1)
DIVISION DB071412

INTRODUCTION

When property is platted, split or combined new descriptions are created. Any existing assessments are required to be reapportioned by the City. The City Council must approve the reapportionment of assessments for improvement projects by resolution to Ramsey County.

BACKGROUND

A new parcel is being created by combining the former 3306 Owasso Heights Road into 3314 Owasso Heights Road.

RECOMMENDATION

It is recommended that the City Council approve the appropriate resolution to reapportion assessments.

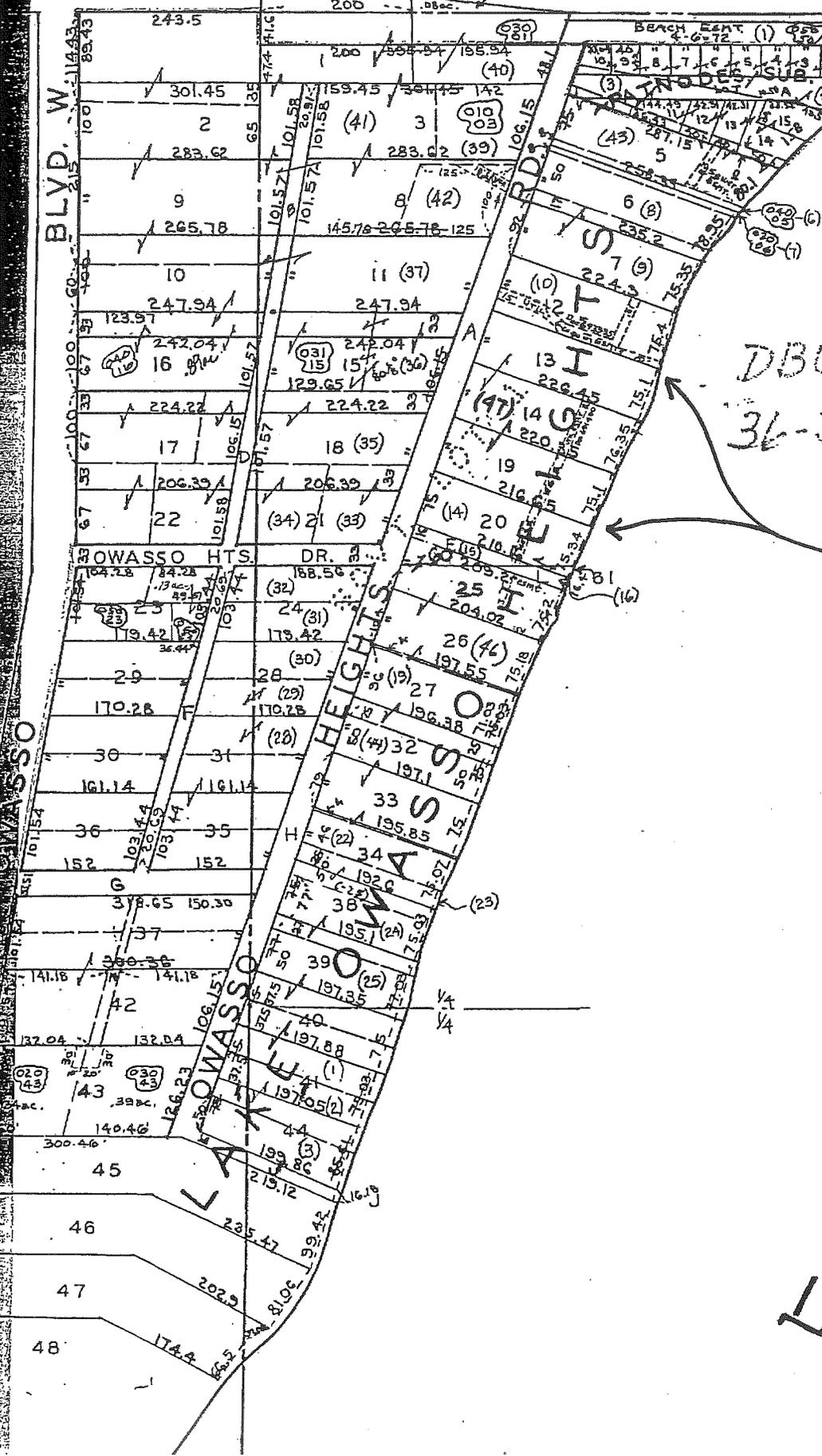
tlh

35

New Map

OWASSO

LAKE



DB071412
 36-30-23-32

COMBINED LOT.
 3306 + 3314
 INTO 3314 OWASSO HTS RI

6/4/13

T

A

LC

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

HELD JUNE 17, 2013

* * * * *

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 June 17, 2013, 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. 13-53
RESOLUTION RELATING TO APPORTIONMENT OF ASSESSMENTS
OWASSO HEIGHTS RECONSTRUCTION PROJECT 07-02**

WHEREAS, the assessment roll for Owasso Heights Reconstruction Project 07-02 finally amended and adopted by Resolution No. 08-70 on September 15, 2008, was certified to the County Auditor of Ramsey County, Minnesota; and

WHEREAS, since that date a number of parcels of property contained in said assessment roll as amended have been divided and conveyed by previous owners; and

WHEREAS, the County Auditor of Ramsey County, Minnesota, requires that apportionment of the original assessment against each original tract where it has later been divided, sold or conveyed be made by the City Council of the City of Shoreview, Minnesota, in order that the proper assessment can be extended by the County Auditor of Ramsey County, Minnesota, against each parcel of property thereafter.

NOW, THEREFORE, the City Council of the City of Shoreview, Minnesota does hereby make the following apportionment of the original assessments as contained in said assessment roll of September 15, 2008, against the following described properties:

RESOLUTION 13-53

Page Two

REAPPORTIONMENT OF ASSESSMENTS

Resolution No. 13-53 Division No. DB071412

Name of Assessment OWASSO HTS RECONSTRUCTION PROJECT 07-02

Auditor's No. N/A D/P No. 83090702

<u>Original Assessment</u>	<u>Total Assessment</u>
A) 36-30-23-32-0013 SUBJ TO ESMT; LOT 19 LAKE OWASSO HEIGHTS	\$ 0.00
B) 36-30-23-32-0045 SUBJ TO ESMTS; LOTS 13 AND LOT 14 LAKE OWASSO HEIGHTS	\$ 2,441.78
Total	<u>\$ 2,441.78</u>

Reapportionment

1) 36-30-23-32-0047 SUBJ TO ESMTS; LOTS 13, 14 AND LOT 19 LAKE OWASSO HEIGHTS	\$ 2,441.78
Total	<u>\$ 2,441.78</u>

RESOLUTION 13-53

Page Three

The City Manager of the said City of Shoreview is hereby authorized to prepare a certified copy of this resolution and to certify the same to the County Auditor of Ramsey County, Minnesota.

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:
All Members present;

and the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted this 17th day of June, 2013.

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 17th day of June, 2013, 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 the apportionment of assessments.

WITNESS MY HAND officially as such Manager and the corporate seal of the City of Shoreview, Minnesota, this 18th day of June, 2013.

Terry Schwerm
City Manager

SEAL

PROPOSED MOTION

MOVED BY COUNCIL MEMBER: _____

SECONDED BY COUNCIL MEMBER: _____

To approve the amendment to the planned unit development stage applications submitted by Target Corporation, 3800 Lexington Avenue. Said approval is subject to the following:

Planned Unit Development – Amendment

1. This PUD amendment replaces the previous PUD approvals from 1989, 1990 and 2000.
2. A Development Agreement shall be executed and shall include applicable provisions from the previous PUD approvals referenced in Condition No. 1 above as well as any requirements associated with this PUD amendment.
3. The applicant shall execute an agreement between Lots 1 and 2 addressing the shared driveway, access, signage and maintenance. Said agreements shall be submitted to the City Attorney for review and approval prior to the City's review of the Final Stage PUD plans and Final Plat.
4. Development on Lot 2 shall require an amendment to this Planned Unit Development.
5. Target agrees to work with the City on developing a landscape plan that addresses landscaping within the landscape islands where trees have died and have been removed. Said plan shall be submitted with the Final PUD application.
6. Truck traffic to Lot 1 shall be prohibited between the hours of 12:00 am and 5:00 am with the exception of trailer drop-offs.
7. An exception to the City's minimum parking requirements is approved as part of this PUD. As indicated in the submittal, 765 stalls shall be provided on Lot 1 for the SuperTarget Retail store.
8. The existing freestanding sign on Lexington Avenue identifying the SuperTarget store may remain provided a sign easement is conveyed to and benefits Lot 1. It is the City's preference that this sign be shared with the future use of Lot 2.
9. The existing condition limiting the retail hours of the SuperTarget Store from 7:00 am to 12:00 am shall be lifted with this approval.

10. Target is released from the responsibility imposed with the 1989 PUD requiring snow removal on Red Fox Road as this road is plowed and maintained by the City of Shoreview. Target shall continue to be responsible for the removal of snow on the South Access Road until such time the City takes over snow plowing on said road.

This approval is based on the following findings of fact:

1. The proposed land use is consistent with the designated commercial land use in the Comprehensive Plan.
2. The proposed use is consistent with the underlying C1, Retail Service zoning of the PUD.
3. The amended PUD benefits the City, as the Outlot A will be conveyed to the City for stormwater ponding associated with the Red Fox Road construction project.

ROLL CALL: **AYES** _____ **NAYS** _____

Johnson	_____	_____
Quigley	_____	_____
Wickstrom	_____	_____
Withhart	_____	_____
Martin	_____	_____

Regular City Council Meeting

June 17, 2013

TO: Mayor, City Council and City Manager
FROM: Kathleen Nordine, City Planner
DATE: June 11, 2013
SUBJECT: File No. 2485-13-12, Planned Unit Development – Amendment, 3800 Lexington Avenue

Introduction

At the June 3rd meeting, the City Council reviewed applications for a Preliminary Plat and amended Planned Unit Development (PUD) submitted by Target Corporation for their SuperTarget Retail Store located at 3800 Lexington Avenue. The proposed preliminary plat divides the property into three parcels: Lot 1- SuperTarget Store, Lot 2 - new parcel for future retail development and Outlot A - stormwater pond to be conveyed to the City. An amendment to the PUD is needed because the plat affects the approved PUD. While the Council approved the Preliminary Plat, action could not be taken on the amended PUD because 4/5 majority of the Council was not present to vote on this item. This item is being presented again to the Council for action.

The application was complete as of May 6, 2013.

PUD – Amendment

The amendment to the PUD reflects changes associated with the proposed plat and addresses changes pertaining to Target's operation. These include:

Parking

With the division of Lot 2, the parking provided for the Target store will be reduced from 855 stalls to 765 stalls. Ninety stalls are located on Lot 2. Parking was previously reviewed by the City when the addition was constructed in 2000. At this time, the parking requirements were applied based on the use of the building (warehouse and retail) and the number of stalls provided on site exceeded the 806 stalls required.

Target has further evaluated their parking needs by looking at actual utilization at several Target and SuperTarget sites throughout the country. Parking demand for the Shoreview store at its peak is 544 stalls or 2.96 stalls per 1000 square feet. The proposed 765 stalls provides a ratio of 4.16 stalls and is less than required by the Development Code.

The Development Code does provide an exception to the minimum parking requirements. Less than the minimum parking required is encouraged provided the applicant demonstrates that the proposed use has less parking demand than required by the Development Code. Proof of parking, however, is required.

Target has provided sufficient evidence that the parking demand generated by the retail store is less than required. When the proof of parking standard is applied, there is a deficiency of 41 stalls. Based on the information presented by Target, it is Staff's opinion that ample parking will be provided even at peak demand. Flexibility can be given to the City's standards with the PUD.

Freestanding Sign

The existing freestanding sign identifying the SuperTarget is located on the proposed Lot 2. It is Target's intent to retain this sign, however, once the property is subdivided, this sign becomes an off-site sign which is not permitted by the Development Code. Target is asking the PUD be amended to allow this sign to remain.

Lot 2 would be encumbered with a private sign easement that would permit Target to retain the sign and have access for maintenance. Target has stated that they are willing to share this sign with the future use of Lot 2, and they want to reserve this right as part of the PUD. In accordance with the Sign Code, only one free-standing sign is permitted on Lot 2. Allowing a second panel on the existing sign would comply with this standard.

Impervious Surface Coverage

The amount of impervious surface coverage existing on the development site will not change since no development is proposed at this time. The existing impervious surface coverage is 83.02% and exceeds the maximum 80% permitted for commercial properties. Flexibility to this standard was approved with the 2000 PUD amendment for the SuperTarget retail store. With the division of this property into three lots, impervious surface coverage will be as follows:

Lot 1 – 90.77%

Lot 2 – 69.35%

Outlot A – 0%

Hours of Operation and Deliveries

Target is also asking that restrictions on the hours of operation and deliveries imposed with the PUD amendment in 2000 be lifted. The conditions limit the hours of operation for the retail store from 7:00 am and 12:00 am and prohibits truck traffic between 12:00 am and 5:00 am, with the exception of trailer drop-offs. Target has indicated that they are not proposing to expand the hours at this time, but do want some flexibility so they are able to respond to the market competitively.

These conditions were placed upon the PUD due to concerns expressed by nearby residents regarding noise. With the building addition in 2000, the loading dock area was relocated from the southeast corner of the building to the northeast corner. At that time, it was anticipated that the impact on the Island Lake residential neighborhood to the south would be lessened. Vehicles using the docks enter from the South Access Road, drive around the east side of the building and pull back into the loading area. Despite this change, residents have still expressed concerns about noise from the delivery operations.

Commercial land uses within the Lexington Avenue corridor have increased within the past decade with the commercial development on the east side of Lexington Avenue in Arden Hills

and the Red Fox Road Retail area. The retail market has also changed with the increase of 24/7 operations year round and around the Christmas holiday season. Generally, conditions restricting hours of operation or deliveries are imposed when commercial or business land uses are directly adjacent to residential land uses.

The Island Lake residential neighborhood is located about 560' to the south of the Target property and is separated by the YMCA. This neighborhood is unique as it is isolated from other resident neighborhoods due to the proximity to the County open space and commercial and quasi-public uses on Lexington Avenue. To minimize impacts on the neighborhood, Staff is supportive of retaining the truck delivery hour restrictions but recommends lifting the hours of operation limitations imposed on the retail operation.

Snow Removal – Public Streets

The last modification to the PUD being requested pertains to snow removal on the adjoining Red Fox Road and the South Access Road. In accordance with the 1989 approvals, Target is required to remove snow on both these roadways. Since then, the City has taken over the responsibility of snow removal on Red Fox Road. Snow removal on the South Access driveway remains the responsibility of Target. Target is requesting that the PUD be amended to relieve them of snow removal requirement on Red Fox Road and maintain their responsibility for snow removal on the South Access Road until such time the City takes on that responsibility. Staff believes this request is reasonable and is consistent with current practices.

Public Comment

The notification range for these applications was extended beyond the 350-feet to include the Island Lake residential neighborhood. Residents who commented expressed concern regarding the noise associated with the truck delivery, traffic at the South Access Road and the future use of Lot 2. In addition, some questions were raised regarding the conveyance of the pond to the City.

Scott Yonke, Ramsey County Parks and Recreation, also submitted a comment indicating no concerns with the proposal.

Planning Commission Review

The Planning Commission reviewed this item at their May 28th meeting. The Commission discussed the proposed subdivision; future use of Lot 2, noise associated with truck deliveries, parking and surface water management. The Commission did question parking and whether or not the proposed number of stalls for the Target property is sufficient for their use or a future user. John Dietrich of Target stated that the number of stalls provided on-site is sufficient and meets the 4 stalls/1000 square feet parking ratio Target requires for their properties. One Commission member also encouraged Target to explore converting some of the existing impervious surface coverage to a pervious pavement. The Commission recommended the City Council approve the preliminary plat and amended PUD with a 5-0 vote. One Commission member withdrew from discussion due to a conflict of interest.

Recommendation

The submitted plans have been reviewed in accordance with the Development Code and the existing PUD. The PUD amendment is needed due to changes with the plat. It is Staff's opinion that rescinding the condition limiting the hours of the retail store is reasonable due to changes in the retail market. Staff is, however, proposing to retain a restriction on delivery hours due to concerns expressed from residents in the Island Lake Avenue neighborhood.

Staff is recommending approval of the amended PUD subject to the following conditions:

Planned Unit Development – Amendment

1. This PUD amendment replaces the previous PUD approvals from 1989, 1990 and 2000.
2. A Development Agreement shall be executed and shall include applicable provisions from the previous PUD approvals referenced in Condition No. 1 above as well as any requirements associated with this PUD amendment.
3. The applicant shall execute an agreement between Lots 1 and 2 addressing the shared driveway, access, signage and maintenance. Said agreements shall be submitted to the City Attorney for review and approval prior to the City's review of the Final Stage PUD plans and Final Plat.
4. Development on Lot 2 shall require an amendment to this Planned Unit Development.
5. Target agrees to work with the City on developing a landscape plan that addresses landscaping within the landscape islands where trees have died and have been removed. Said plan shall be submitted with the Final PUD application.
6. Truck traffic to Lot 1 shall be prohibited between the hours of 12:00 am and 5:00 am with the exception of trailer drop-offs.
7. An exception to the City's minimum parking requirements is approved as part of this PUD. As indicated in the submittal, 765 stalls shall be provided on Lot 1 for the SuperTarget Retail store.
8. The existing freestanding sign on Lexington Avenue identifying the SuperTarget store may remain provided a sign easement is conveyed to and benefits Lot 1. It is the City's preference that this sign be shared with the future use of Lot 2.
9. The existing condition limiting the retail hours of the SuperTarget Store from 7:00 am to 12:00 am shall be lifted with this approval.
10. Target is released from the responsibility imposed with the 1989 PUD requiring snow removal on Red Fox Road as this road is plowed and maintained by the City of Shoreview. Target shall continue to be responsible for the removal of snow on the South Access Road until such time the City takes over snow plowing on said road.

Attachments

- 1) Prior PUD approvals
- 2) Location Map
- 3) Submitted Plans and Statement – Target Corporation
- 4) Request for Comment
- 5) Motion

**DEVELOPMENT AGREEMENT
TARGET CORPORATION**

(I) THIS AGREEMENT is made and entered into by and between the City of Shoreview, a municipal corporation and political subdivision of the State of Minnesota (hereinafter the "City") and Target Corporation, their successors and assigns (hereinafter the "Developer"). This agreement amends the previous development contract entered into by the City and the developer dated September 5, 1989.

(II) On April 17, 2000 the City gave approval to develop certain property located within the City, legally as follows (hereinafter the "subject property"):

Lot 1 and Lot 2, Block 1, Shoreview Target Addition

(III) Pursuant to City Ordinances, the Developer is required:

- A. To make certain improvements to the subject property.
- B. To provide the City with a form of surety, approved by the City's Attorney, insuring completion of any required improvements which remain incomplete at the time of the Developer's request for building permit approval.
- C. To follow certain procedures, as determined by the City, to control soil erosion during the development of the subject property.
- D. Utilize the subject property in compliance with the applicable governmental regulations, the conditions of this contract and previous development contract.

(IV) In consideration of the City's grant of permission allowing the Developer to develop the subject property, and in consideration of the mutual agreements contained herein, the City and the Developer agree as follows:

1. **Infrastructure Improvements.** All improvements shall be constructed in accordance with the approval of the City Council, the City's ordinances and regulations, and pursuant to plans and specifications approved by the City Engineer. All requirements attached to said project by the City's Council on April 17, 2000, as conditions of planned unit development, site and building plan review approval and comprehensive sign plan, are to be satisfied whether or not identified in this document.

- 1.1. As-built drawings must be provided upon completion of the project. Drawings must include references to bench marks, gate valve ties, curb box ties, name of contractor, and updated invert elevations as constructed. As-builts must be prepared and submitted on reproducible mylars as well as an electronic format compatible with the City's automated drafting system.

2. **Landscape Installation.** The Developer agrees to install landscaping consistent with the landscaping plan dated 3/20/00. All landscape materials placed as part of this landscape plan shall be maintained in a healthy condition and replaced with like material if they become damaged, diseased or die.
 - 2.1. The City Environmental Officer shall estimate the cost of landscape improvements to be completed, calculating one hundred and twenty five percent (125%) of the estimated cost of the plant materials to be installed. Developer, before release of the building permit by the City, shall provide the City with a form of security in accordance with the calculation insuring completion of these landscape improvements.
3. **Erosion Control.** An Erosion Control Plan shall be prepared under the seal of a Registered Professional Engineer on behalf of the Developer and shall be submitted to the City Engineer. The Developer agrees to comply with the recommendations of the City Engineer for the subject property and shall incorporate these recommendations in to the plans and specifications.
 - 3.1. The Developer shall enter into an Erosion Control Agreement with the City and shall deposit an amount equal to one hundred twenty five percent (125%) of the City's Engineer's Estimated cost of complying with the recommendations before issuance of a grading permit. *The deposit shall be in the amount of \$5,625.00.*
4. **Provision of Easement.** The Developer shall provide an easement to the City for drainage and utility purposes over the public infrastructure of the site, including stormwater facilities. This easement shall be executed prior to the issuance of a building permit by the City.
5. **All Costs Responsibility of Developer.** The Developer agrees to pay for all costs incurred of whatever kind or nature in order to construct the improvements required by the City's regulations. The City shall not be obligated to pay the Developer or any of its agents or contractors for any costs incurred in connection with the construction of the improvements, or the development of the property. The Developer agrees to hold the City harmless from any and all claims of whatever kind or nature which may arise as a result of the construction of the improvements, the development of the property or the acts of the Developer, its agents or contractors in relationship thereto.
6. **Surety Calculation** If the Developer chooses to construct all or a portion of the improvements required by the City's regulations after the time of building permit approval, the City Engineer, prior to building permit approval, shall prepare a Statement of Required Improvements and Security identifying the improvements to be completed, estimating the cost of the improvements to be completed, calculating one hundred and twenty five percent (125%) of the estimated cost of the improvements to be completed, specifying a completion date for said improvements, indicating the preparer of the document, and specifying the date of preparation. The Statement of Required Improvements and Security shall be signed and dated by the Developer and shall be attached to the Development Contract as Exhibit "A".

7. **Provision of Surety.** The Developer, before release of the building permit by the City, shall provide the City with a form of security insuring completion of the improvements identified on the Statement of Required Improvements and Security. The form of surety shall be approved by the City Attorney and shall reference the Development Contract, shall describe the procedures to be followed by the City for obtaining funds to construct improvements where necessary, and shall contain other provisions necessary to protect the City's interests.

If the Developer conveys its interest in the subject property or any part thereof, or if the Developer assigns its right to construct improvements or otherwise develop the subject property, it shall first notify the City. In the event of a conveyance or assignment prior to completion of the improvements and the development of the subject property, the form of surety shall not be released unless it is replaced by a new surety agreement satisfactory to the City.

8. **Administrative Fee.** In addition to filing and application fees, the Developer agrees to pay to the City and engineering overhead fee, which shall be as set forth in the City Overhead Charge Table attached as Exhibit "B". The total project cost for public improvements shall be estimated by the City Engineer. The administrative fee shall be paid before release of the building permit by the City. *The fee for this project is \$161.00.*

9. **Operational Requirements.**

- 9.1. **Truck Traffic.** Truck traffic to the subject property shall be prohibited between the hours of 12:00 a.m. and 5:00 a.m. with the exception of trailer drop-offs. As used herein, the term "truck traffic" means deliveries or pickups by any size truck to the subject property except access to the site by emergency vehicles and snow removal equipment.

Semi-trucks shall use the south access drive to enter the site and shall leave the site via the northeasterly curb cut onto Red Fox Road.

- 9.2. **Snow Removal.** Snow removal procedures shall be as follows:

9.2.1. No snow shall be stored on the subject property.

9.2.2. No sand/salt mix will be stored on the subject property.

- 9.3. **Hours of Operation.** Target Corporation shall notify the City prior the expansion of this facility to a twenty four-hour operation that is open to the public. Said notification shall include information regarding changes in business operations.

- 9.4. **Previous Approvals.** The Conditions outlined in previous approvals and development contracts remain in place and shall be adhered to by the developer.

10. Miscellaneous.

- 10.1. Signs. Sign permits shall be obtained before the installation or re-facing of any signs on the property.
 - 10.2. Exterior Lighting Maintenance. The developer shall maintain the lights installed in the parking areas and on the exterior of the building.
 - 10.3. Exterior Storage. There shall be no dumpsters or other outside storage of trash, refuse, pallets, crates, products or materials in truck trailers, etc., except small attractive trash receptacles shall be permitted in the front of the building for use by patrons. Shopping carts shall be stored in the screened location as indicated on the site plan so as not be visible from the parking lot when the respective store is closed. Additional shopping cart collection corrals shall be approved by the City Planner before a building permit is issued.
 - 10.4. Stormwater Ponding. The developer shall provide access to the stormwater ponding area for the City's Public Works Department.
 - 10.5. Property Maintenance. The developer shall maintain the property, including structures, buildings, fences and landscaping so as to prevent unsightliness, health hazards or unsafe conditions. All debris, refuse or garbage shall be kept within a completely enclosed building or properly stored in a closed container designed for such purpose as permitted above in 10.3. The developer shall monitor the maintenance of the property on a weekly basis and shall remove any debris, litter or make repairs when necessary for compliance to this provision.
11. Development Terms. The project is subject to the following conditions as approved by the City Council on April 17, 2000:
- 11.1. Planned Unit Development – Development Stage
 - 11.1.1. The property shall be developed in accordance with the plans submitted as part of this application.
 - 11.1.2. Provisions of the previous approvals for the planned unit development, including the development agreement shall be complied with.
 - 11.1.3. Final grading, drainage and erosion control plans may be permitted must receive approval from the Public Works Director.
 - 11.1.4. Additional plant materials may be placed around the fencing to soften and improve the appearance of this area. An area for access shall remain for City Staff and equipment.
 - 11.1.5. Improvements shall be made to Red Fox Road as required by the Public Works Director.
 - 11.1.6. Final landscape plan may be permitted provided approval must be received from the City Planner.

- 11.1.7. Lighting used on the buildings and in the expanded parking area shall be consistent with the existing light fixtures. Lighting on the south-building wall shall be modified by shielding and directing light downward and not towards the residential neighborhood. All lighting on site shall comply with Section 204.030 of the Development Code. Before the issuance of a building permit, the applicant shall provide details on the exterior light fixtures and pole heights.
- 11.1.8. The applicant shall secure the necessary approvals from Rice Creek Watershed District before commencing any construction on the site.
- 11.1.9. The applicant shall enter into a site development agreement and an erosion control agreement with the City. This development shall not supercede the operational and design requirements associated with the 1989 and 1990 PUD and Site and Building Plan approvals.
- 11.1.10. Target Corporation shall amend their application for a Temporary Outdoor Garden Area. Staff may administratively review said amendment.
- 11.1.11. The hours for the retail store shall be limited to 7:00 a.m. to 12:00 a.m. Expansion of these hours requires an amendment to the Planned Unit Development, which shall be reviewed by the Planning Commission and acted on by the City Council.

11.2. Site and Building Plan Review

- 11.2.1. The property shall be developed in accordance with the plans submitted as part of this application.
- 11.2.2. Approval is subject to final approvals for the Planned Unit Development.
- 11.2.3. Authorize the Building Official to issue proper building permits after Final Stage approval of the PUD.

11.3. Comprehensive Sign Plan

- 11.3.1. Approval for the monument sign includes replacing the existing "Target Greatland" sign panel with a sign panel identifying "SuperTarget" only. This approval does not include the replacement of this sign with a pylon identification sign as identified in the submittal.
- 11.3.2. Sign permits shall be obtained before the installation of any new signage on the property.

12. **Default** The occurrence of any of the following after written notice from the City and thirty (30) days to cure (or such longer period as may be reasonable) shall be considered an "Event of Default" in the terms and conditions contained in this Agreement:

13. The failure of the Developer to comply with any of the terms and conditions contained in this agreement;

14. The failure of the Developer to comply with any applicable ordinance or statutes with respect to the development and operation of the subject property.

15. Remedies Upon the occurrence of an Event of Default, the City, in addition to any other remedy which may be available to it shall be permitted to do the following:

City may make advances or take other steps to cure the default, and where necessary, enter the subject property for that purpose. The Developer shall pay all sums so advanced or expenses incurred by the City upon demand, with interest from the dates of such advances or expenses at the rate of 10% per annum. No action taken by the City pursuant to this section shall be deemed to relieve the Developer from curing any such default to the extent that it is not cured by the City or from any other default hereunder. The City shall not be obligated, by virtue of the existence or exercise of this right, to perform any such act or cure any such default.

The Developer shall save, indemnify, and hold harmless, including reasonable attorneys fees, the City from any liability or other damages which may be incurred as a result of the exercise of the City's rights pursuant to this section.

Obtain an order from a court of competent jurisdiction requiring the developer to specifically perform its obligations pursuant to the terms and provisions of this Agreement.

Exercise any other remedies which may be available to it, including an action for damages.

Withhold the issuance of a building permit and/or prohibit the occupancy of any building(s) for which permits have been issued.

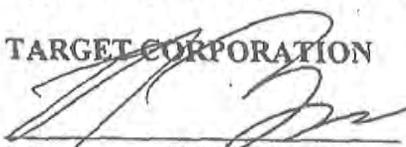
In addition to the remedies and amounts payable set forth or permitted above, upon the occurrence of an Event of Default, the Developer shall pay to the City all fees and expenses, including reasonable attorneys fees, incurred by the City as a result of the Event of Default, whether or not a lawsuit or other action is formally taken.

(V) IN WITNESS WHEREOF, the City and the Developer have executed this Agreement.

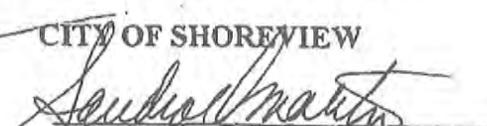
Approved by the City Council of Shoreview, Minnesota, this 17th day of April, 2000.

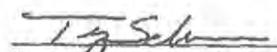
TARGET CORPORATION

Its


Edward J. Bierman
Vice President
Target Stores

CITY OF SHOREVIEW


Sandra C. Martin, Mayor


Terry Schwerm, City Manager



CITY OF SHOREVIEW

4600 North Victoria Street, Shoreview, MN 55126
(651) 490-4600 (651) 490-4699 Fax
(651) 490-4750 Voice/TTY

CITY COUNCIL
Sandy Martin, Mayor
Blake Huffman
Tom Landwehr
Mady Reiter
Ady Wickstrom

EXHIBIT "A"

STATEMENT OF REQUIRED IMPROVEMENTS AND SECURITY

TARGET STORE EXPANSION

A. MISCELLANEOUS IMPROVEMENTS

1. Storm Sewer & Man Holes (118')	\$ 3,540.00
2. Hydrant relocations (2)	3,000.00
2. Driveway Approach (1)	<u>1,500.00</u>
	\$ 8,040.00
Per Ordinance	<u>1.25</u>
	\$ 10,050.00

NOTES: Completion Date for Misc. Improvements – August 1, 2001
Administrative Overhead Fee is based on \$ 8,040.00

TARGET

Prepared by: Thomas L. Hammitt
Date: April 13, 2000
Revised completion, August 1, 2000



CITY OF SHOREVIEW

4600 North Victoria Street, Shoreview, MN 55126
(651) 490-4600 (651) 490-4699 Fax
(651) 490-4750 Voice/TTY

CITY COUNCIL
Sandy Martin, Mayor
Blake Huffman
Tom Landwehr
Mady Reiter
Ady Wickstrom

EXHIBIT "B"

OVERHEAD CHARGE TABLE AND RATE FEE

<u>PROJECT CONTRACT AMOUNT FOR PUBLIC IMPROVEMENTS</u>	<u>AMOUNT</u>
\$0.00 to \$100,00	2.00%
\$100,001 to \$200,000	1.70%
\$200,001 to \$300,000	1.40%
\$300,001 to \$400,000	1.10%
\$400,001 and over	0.80%

Rates Approved
Dated: June 2, 1982

**EROSION CONTROL ESCROW AGREEMENT
TARGET CORPORATION**

(A) THIS AGREEMENT is made and entered into by and between the City of Shoreview, a municipal corporation of the State of Minnesota (hereinafter the "City"), and Target Corporation, its successors and assigns (hereinafter the "Developer").

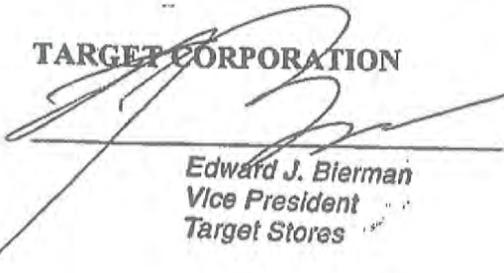
(B) The City and the Developer have executed a Site Development Agreement that obligates the Developer to control soil erosion during the development of the subject property. To secure erosion control during the development of this site, the Developer has submitted a cash deposit to the City of Shoreview in the amount of \$5,625.00. The Developer has submitted this cash deposit to the City on the following conditions:

1. The developer shall not receive interest on the amount of the deposit.
2. The developer agrees that the cash deposit may be utilized by the City to ensure compliance with the terms of the Development Contract regarding erosion control and/or to maintain all utility construction on the site, including the cleaning of road surfaces and storm sewer systems, until the Engineering Department has determined that erosion control has been satisfied. The cash deposit may also be utilized for problems created off the site directly or indirectly as result of on-site conditions.
3. The developer agrees, upon written notification from the City Engineer that proper erosion control methods are not being taken, to remedy the problem identified within 48 hours. In the event the remedy is not satisfactorily in place within that time period, the Developer acknowledges that the City may utilize the cash deposit to complete the necessary work.
4. Any funds not so utilized by the City shall be returned to the Developer once the City Engineer has determined that the need for erosion control has been satisfied.
5. Any soils transported to this site or exposed on the site shall be seeded consistent with a plan approved by the City Engineer.
6. This agreement shall not supersede any specifications required by the City Engineer on the approved grading plan.

(C) The Developer agrees to reimburse the City at a rate of \$55.00 per hour for each hour or fraction thereof used by a City employee in the administration of the Escrow Agreement. The obligations imposed by this paragraph shall commence on the date of execution of the Escrow Agreement by the Developer.

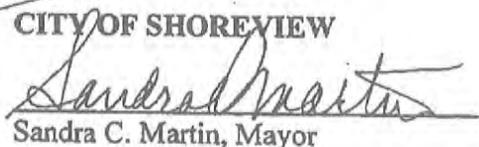
IN WITNESS WHEREOF, the City and the Developer have executed this agreement this _____ day of _____, 2000.

TARGET CORPORATION

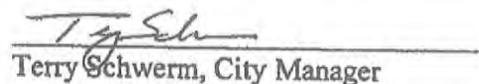


Edward J. Bierman
Vice President
Target Stores

CITY OF SHOREVIEW



Sandra C. Martin, Mayor



Terry Schwerm, City Manager

T:/develagr/TARGETEROS



VILLAGE OF SHOREVIEW

RAMSEY COUNTY, MINNESOTA

4665 NORTH VICTORIA STREET

Shoreview, Minnesota 55126 • Telephone 484-3353

April 18, 1990

Forrest E. Russell, Project Administrator
Target Stores
P.O. Box 1392
Minneapolis, MN 55440-1392

Subject: Council Action on Revised Site Plan

Dear Mr. Russell:

At its meeting on April 16, 1990, the City Council voted to approve the revised site and building elevation plans for the Target-Greatland store (plans dated April 3, 1990) subject to the following conditions:

1. Compliance with the September 5, 1989, conditions of planned unit development and site and building elevation plan approvals;
2. Execution of a revised development agreement to address the new project, which is to include the filing of the revised final plat before occupancy of the building;
3. Removal of parking spaces at rear of building to insure emergency vehicle access, subject to the review of the Fire Chief; and
4. Identification of plant materials acceptable to the City Planner for placement in the planters near the entries.

This Council action is valid for one year during which time the building permit must be pulled or the Council action is void. As noted in the conditions, you will be responsible for filing the new final plat before a permit for occupancy of the building can be given; I expect to receive an application for preliminary plat from you within the next few months. Finally, you should contact Tom Chock, Building Inspector, to coordinate the issuance of the building permit, which must be authorized by the City Council.

If you have any questions on this council action, please contact me.

Sincerely,

Thomas B. Campbell, AICP
Community Development Director

cc: Tom Chock



VILLAGE OF SHOREVIEW

RAMSEY COUNTY, MINNESOTA

4665 NORTH VICTORIA STREET

Shoreview, Minnesota 55126 • Telephone 484-3353

June 21, 1989

Bradley Henning
Watson Centers, Inc.
252 South Plaza Building
Minneapolis, MN 55416

SUBJECT: CITY COUNCIL ACTION ON TARGET CENTER

Dear Mr. Henning:

At its meeting on June 19, 1989, the City Council took two actions affecting this project. In the first action, the Council approved the Development Stage Planned Unit Development subject to the following conditions being satisfied before application is made for final PUD approval:

Approval is subject to the following conditions being satisfied before application is made for Final PUD approval (conditions preceded with an "*" are carried over from Concept PUD approval):

- *1. The developer shall enter into an agreement with the City to guarantee payment for the construction of traffic signals along Lexington Avenue, as directed by Council on February 6, 1989. This agreement shall be approved by the City Council.
- *2. The developer shall pay for the traffic study completed by the City's traffic consultant, as specified in an agreement between the City and the applicant, dated October 24, 1988.
- *3. A Development Contract and Erosion Control Agreement shall be entered into for all on-site improvements. This agreement shall also include enforcement procedures to be prepared by the City Attorney to ensure that the City has a defensible means to quickly attain compliance with the conditions of the PUD, including maintenance of the landscaping, trash and litter removal, and unauthorized storage of carts, outside storage, and on-site storage of truck trailers.
- *4. A plan shall be prepared by the applicant which insures adequate police protection for this development. This plan shall be prepared in cooperation with the Ramsey County Sheriff and it shall be approved by the City Council.

- *5. The applicant shall secure other agency approvals, as necessary, including Ramsey County and the Rice Creek Watershed District. (satisfied)
- *6. City Engineer approval shall be obtained for final street, utility, grading, drainage and erosion control plans.
7. The applicant shall submit a signed agreement for the removal of snow from the roadways that are to abut the north and south property lines of the development site. This agreement is to be approved by the City and recorded to run with the titles of each of the abutting properties. The applicant shall submit proof that this agreement has been recorded before a building permit will be issued.
8. Final plat approval must be obtained.
9. The C-1 zoning district regulations shall apply to Lots Two and Three (Target and the grocery store parcels and the C-2, zoning district regulations shall apply to Lot One (Sinclair), except where a variation is approved as part of the Planned Unit Development. All conditions of the September 6, 1983 Conditional Use Permit approved for the automobile service station and retail grocery sales use on Lot One shall continue as part of this PUD. Any revision of these conditions shall require amendment of the PUD.
10. On Lots Two and Three there shall be no dumpsters or other outside storage of trash, refuse, pallets, crates, products, or materials in truck trailers, etc., except small, attractive trash receptacles shall be permitted in the front of the building for use by the patrons.
11. Final site and building elevation plans that show the proposal for Lot One (Sinclair) and for Lots Two and Three on the same plan sheets shall be submitted that comply with, but not be limited to, the following requirements:
 - A. Sign Plan - Lot One (Sinclair):
 1. Two pylon signs may be permitted provided the pylon sign along Lexington Avenue does not exceed twenty feet in height or 75 square feet of area and the pylon sign east of the station does not be exceed 36 feet of height or 168 square feet of area.
 2. There shall be no wall signage and the existing roof sign and two Sinclair logo signs along the pump islands shall be removed as a condition of issuing a sign permit to relocate the two pylon signs.

Lots Two and Three (Target and Grocery Store):

Plans PA 1.3 and P.A 3.0 are acceptable as a comprehensive sign plan subject to the following revisions:

1. Identify the envelope for each sign within the tenant sign band on the plan sheets. The City Planner shall approve these dimensions.
2. The pylon signs shall not exceed 10'x 10' or 25 feet in height.
3. Each sign shall be consistent with the specifications on the approved plan sheets. A permit shall be obtained for each sign prior to installation.
4. The color scheme for the grocery store sign shall be approved by the City Planner.

B. Building Elevation Plan:

1. The color of the metal cap flashing shall be identified on the plans. The plan sheet shall be revised to state that the roof-top mechanical equipment shall be painted the same color. The City shall approve the color.
2. The color scheme for the grocery store canopy shall be approved be identified on the plans and approved by the City.
3. A plan for screening the roof-top mechanical equipment shall be approved. This plan shall be supported by scaled architectural perspectives from Lexington Avenue, and about 650 feet south and east of the structure. Any trees that will screen this line-of-sight shall be shown on the perspectives. Any required screening shall be installed prior to issuance of a certificate of occupancy, unless a cash escrow is submitted for 125% of the estimated cost of the screening.
4. All changes, including painting, to be made to the service station and canopy shall be illustrated.

C. Site Plan:

1. The plans shall be revised to state that raised curb and gutter islands will be constructed along the entire west side of the driveway in front of the building on Lots Two and Three. Trees shall be planted in each of these islands.

2. A traffic control sign plan shall be approved by City staff. This plan shall include, but not be limited to, on-site stop signs, posting of fire lanes for no-parking and posting of the 8'x 18' parking spaces for compact cars/employees only. These signs shall be installed by the developer.
3. On Lots Two and Three all shopping carts for each store shall be stored inside in a screened location so as to not be visible from the parking lot when the respective store is closed. The size and location of inside shopping cart storage areas and of the outside shopping cart collection corrals shall be approved by the City before a building permit is issued. (NOTE: The underlining and strike-through suggests changes to the Planning Commission action.)
4. The east driveway on Lot One (Sinclair) should be curved to discourage through-traffic to Lots Two and Three from Lexington Avenue.

D. Landscaping Plan:

1. The location, species and size of the landscape materials to be planted on the YMCA property shall be identified on the plan sheet. The location of these plantings shall be approved by the City to insure that they will not interfere with traffic visibility. To the extent practical, these plantings should be placed at as high of an elevation as possible on the hill to the east of the YMCA building.
2. Ramsey County shall approve of the type of grass to be planted along the east property line.
3. The plan shall be revised to include a note that the fence around the pond will be coated with green vinyl. A twelve-foot-wide maintenance/emergency access gate shall be provided and indicated on the plans. The location of the gate shall be approved by the City. If possible, it should be located on the north side.
4. The landscaping on the west side of the pond shall include species that will screen the fence on a year-around basis. The proposed plantings near the pond shall be revised as necessary to accommodate the required gate.
5. Flower beds shall be provided.
6. Additional landscaping materials shall be shown along the east and north lines of Lot One.

7. Provision of surety as agreed to by the City Staff shall be provided for a three year period for replacement of any needed landscape materials from date of occupancy of the building.

E. Lighting Plan:

1. The lighting plan shall be submitted to and approved by the City Council at the same time as the landscape review.

In a second motion, the Council approved the preliminary plat for the project subject to the following conditions:

- *1. City Engineer approval of the calculations for the 100-year storm design elevation for the pond to be constructed along Lexington Avenue.
- *2. Utility and drainage easements shall be dedicated or deeded to the City as required by the city Engineer. These easements shall include a drainage easement for the proposed pond that includes the area two feet above the approved 100-year storm elevation.
- *3. Payment of a Public Recreation Use Dedication fee.
- *4. All necessary right-of-way shall be obtained by the applicant from Sinclair Oil, the YMCA and George Reiling and deeded or dedicated to the City for the roadways proposed along the north and south property lines. If the final plat is to be recorded after construction begins, than easements for the required right-of-way must be recorded prior to the issuance of any building permit.
5. Council approval must be obtained to vacate the north 20 feet of the 80 foot-wide street easement located along the south property line. Evidence shall be submitted to show that the resolution of vacation has been recorded with the County.
6. City Engineer approval must be obtained for final street, utility, grading, drainage, and erosion control plans. These plans shall be consistent with the recommendations of the traffic study approved by Council on December 19, 1988.
7. A cross-easement agreement shall be prepared by the applicant and approved by City staff to grant access to each of the three lots in the plat across the other two lots. This agreement shall be recorded by the applicant simultaneous with the final plat. Evidence shall be submitted that this document has been recorded prior to issuance of any building permits.



VILLAGE OF SHOREVIEW

RAMSEY COUNTY, MINNESOTA

4665 NORTH VICTORIA STREET

Shoreview, Minnesota 55126 • Telephone 484-3353

September 7, 1989

Richard E. Brooks
Target Stores
33 South Sixth Street
P.O. Box 1392
Minneapolis, MN 55440-1392

SUBJECT: COUNCIL ACTION ON SHOREVIEW TARGET CENTER

Dear Mr. Brooks:

At its meeting on September 5, 1989, the City Council took several actions affecting this project. The first action approved the final plat of Shoreview Target Addition subject to the approval of final plans by the City Engineer and receipt of satisfactory easements or right-of-ways from George Reiling for the north half of Red Fox Road to allow its construction. In a second motion, the Council approved the final PUD subject to the provision of a satisfactory guarantee for replacement of any landscape materials for a three year period beginning with the date a Certificate of Occupancy is signed by the Building Inspector, grading and seeding of the building site adjacent to the north wall of the Target store, and placement of a finish on this north wall to match the other building facades.

In a third action, the Council approved the site plan for the Target center subject to:

1. City Engineer approval of final drainage, erosion control, grading and utility plans. The erosion control and landscape plans shall indicate that grass shall be established following construction of the Target building and maintained on the site of the proposed grocery store building until the grocery store is constructed.
2. If the Target building is expected to be open to the public before construction of the grocery store is to be completed, City staff shall approve a site management plan to address, but not be limited to, traffic management and restoration of any damaged site improvements.

CITY COUNCIL ACTION - TARGET STORES
Page Two

dev cont. #1
In a final action, the Council authorized the issuance of a building permit for the Target store as recommended and conditioned by the Building Inspector and subject to the payment of the police protection fee proposed in a submission dated August 17, 1989 by the time a certificate of occupancy is issued.

FROM
You should insure that the several conditions of approval are met as soon as possible so that the issuance of a building permit will not be delayed. I have incorporated several of the conditions for the Planned Unit Development approval and the police protection plan payment into the development contract; a revised copy of pages two and four that contract are enclosed for your review. If you have no concern with the proposed wording, I will insert these two pages in the original copy which Jack Fontaine of your office has signed and obtain the signatures of the Mayor and City Manager.

If you have any questions on these actions, please contact me.

Sincerely,

Thomas B. Campbell
Thomas B. Campbell, AICP
Director of Community Development

cc: Forrest Russell, Target
Brad Henning, Watson Centers

enclosures

DEVELOPMENT CONTRACT

DAYTON HUDSON CORPORATION

(I) THIS AGREEMENT is made and entered into by and between the City of Shoreview, a municipal corporation and political subdivision of the State of Minnesota (hereinafter the "City") and Dayton Hudson Corporation, a Minnesota corporation (hereinafter the "Developer").

(II) The City has given approval to subdivide and develop certain property located within the City and described as follows (hereinafter referred to as the "subject property"):

The East 132 feet of the West 396 feet of the North 165 feet of the Southwest Quarter of Section 26, Township 30, Range 23, AND The West 1,035.27 feet of the North 60 acres of the SW 1/4 of Section 26, Township 30, Range 23, except the South 309.79 feet thereof and except the north 165 feet of the West 396.0 feet, subject to Lexington Avenue.

The North 20 feet of the South 309.79 feet of the West 1035.27 feet of the North 60 acres of the Southwest Quarter of Section 26, Township 30, Range 23, except Lexington Avenue.

The West 396 feet of the North 165 feet of the Southwest Quarter of Section 26, Township 30, Range 23.

(III) Pursuant to City Ordinances, the Developer is required:

- A. To make certain improvements to the subject property.
- B. To provide the City with a form of security, approved by the City's Attorney, insuring completion of any required improvements which remain incomplete at the time of the Developer's request for final plat approval.
- C. To make a public land dedication to the City or, in lieu thereof and at the discretion of of the City Council, to make a cash equivalent payment prior to the final plat approval by the City.
- D. To follow certain procedures, as determined by the City, to control soil erosion during the development of the subject property.
- E. Utilize the subject property in compliance with applicable governmental regulations and the conditions of this Contract.

(IV) In consideration of the City's grant of permission allowing the Developer to construct certain improvements on the subject property and to otherwise develop the subject property; and in consideration of the mutual agreements contained herein, the City and the Developer agree as follows:

- A. All improvements shall be constructed in accordance with the City's ordinances and regulations and pursuant to plans and specifications which have been approved by the City's Engineer. The Developer agrees to provide the City with two copies of the plans and specifications for the improvements in a form and a time satisfactory to the City Engineer. No construction may begin until the plans and specifications have been approved. A minimum of 30 days and a maximum of 45 days shall be allowed for review of the plans and specifications.
- B. The Developer agrees to construct all required traffic control devices on the subject property and dedicate the necessary right of way for the placement of said devices as required by City standard. The Developer shall also install the required street lights (at the end of each construction season) for each portion of the plat developed in part or in full.
- C. The Developer agrees to guarantee payment for the City's share of the cost of the construction of traffic signals and other traffic control devices along Lexington Avenue, as directed by the City Council on February 6, 1989.
- D. The Developer agrees to install landscaping consistent with the landscape plan approved by the City Council on July 17, 1989. The Developer agrees to grade, seed, and install landscaping on the building site north of the Target Store intended for a grocery consistent with a plan to be approved by the Community Development Department before issuance of a Certificate of Occupancy. The Developer agrees to guarantee the replacement of any landscape materials for a three year period from the date a Certificate of Occupancy is issued.
- E. The final plat shall provide the City with a drainage easement over all elevations at or below the 100 year flood elevation of the storm pond.
- F. The Developer agrees to comply with the recommendations of the City Engineer for the subject property and shall incorporate said recommendations into the plans and specifications. An Erosion Control Plan shall be prepared under the seal of a Registered Professional Engineer on behalf of the Developer and shall be submitted for approval to the City Engineer with the plans and specifications and prior to any site grading.

The Developer shall enter into an Erosion Control Agreement with the City and shall deposit an amount equal to one hundred twenty five percent (125%) of the City Engineer's estimated cost of complying with the recommendations.

- G. The Developer agrees to pay for all costs incurred of whatever kind or nature in order to construct the improvements as set forth in the plans approved by the City Council on 6-19-89. The City shall not be obligated to pay the Developer or any of its agents or contractors for any costs incurred in connection with the construction of the improvements or the development of the property. The Developer agrees to hold the City harmless from any and all claims of whatever kind or nature which may arise as a result of the construction of the improvements, the development of the property or the acts of the Developer, its agents or contractors in relationship thereto, provided that in no case shall the Developer be responsible for incidents, resulting from City negligence.
- H. If the Developer chooses to construct all or a portion of the improvements required by the City's regulations after the time of final plat approval, the City Engineer, prior to final plat approval, shall prepare a Statement of Required Improvements and Security identifying the improvements to be completed, estimating the cost of the improvements to be completed, calculating one hundred twenty five percent (125%) of the estimated cost of the improvements to be completed, specifying a completion date for said improvements, indicating the preparer of the document, and specifying the date of preparation. Prior to final plat approval, the Statement of Required Improvements and Security shall be signed and dated by the Developer and shall be attached to the Development Contract as Exhibit "A".
- I. The Developer, prior to final plat approval by the City, shall provide the City with a form of security insuring completion of the improvements identified on the Statement of Required Improvements and Security. The form of security shall be approved by the City Attorney and shall incorporate the Development Contract, shall describe the procedures to be followed by the City for obtaining funds to construct improvements where necessary, and shall contain other provisions necessary to protect the City's interests.

If the Developer conveys its interest in the subject property or any part thereof, or if the Developer assigns its right to construct improvements or otherwise develop the subject property, it shall first notify the City. In the event of a conveyance or assignment prior to completion of the improvements and development of the subject property, the form of security shall not be released by the City unless it is replaced by a new security agreement satisfactory to the City.

Any conveyance or assignment of developer's interest shall be subject to the obligations described herein.

- J. In addition to other fees required by City regulations or this agreement, the Developer agrees to reimburse the City for all costs, of whatever kind or nature, incurred by the City in reviewing or processing the Developer's application, including but not limited to costs incurred for legal or other consultants.
- K. In addition to filing and application fees, the Developer further agrees to pay to the City an administrative overhead fee. The administrative overhead fee shall be as set forth in the City Overhead Charge Table attached as Exhibit "B". The total project cost for public improvements shall be estimated by the City Engineer. The administrative fee shall be paid before scheduling the final plat on the City Council agenda for approval.
- L. The Developer has submitted a plan for police protection dated August 17, 1989, which was approved by the City Council on September 5, 1989. The plan calls for Target to make a payment to the City totaling \$12,090.00; this payment shall be made before a Certificate of Occupancy is issued.
- M. The Developer shall submit a signed agreement for the removal of snow from the roadways that are to abut the north and south property lines of the development site. This agreement is to be approved by the City and recorded to run with the titles of each of the abutting properties. The applicant shall submit proof that this agreement has been recorded before a building permit will be issued. Changes in circumstances affecting the use of these roadways can be cause for a request for a review in this snow removal agreement.
- N. The plat of the subject property is identified as "Shoreview Target Center". On Lots One and Two, Block 1, Shoreview Target Center, there shall be no dumpsters or other outside storage of trash, refuse, pallets, crates, products, or materials in truck trailers, etc., except small, attractive trash receptacles shall be permitted in the front of the building for use by the patrons.
- O. Default. The occurrence of any of the following shall be considered a "Event of Default" in the terms and conditions contained in this Agreement:
1. The failure of the developer to comply with any of the terms and conditions contained in this agreement;
 2. The failure of the developer to comply with any applicable ordinance or statutes with respect to the development and operation of the subject property.

- P. Remedies. Upon the occurrence of an Event of Default, the City, in addition to any other remedy which may be available to it shall be permitted to do the following:
1. City may make advances or take other steps to cure the default, and where necessary, enter the subject property for that purpose. The developer shall pay all sums so advanced or expenses incurred by the City upon demand, with interest from the dates of such advances or expenses at the rate of 10% per annum. No action taken by the City pursuant to this section shall be deemed to relieve the Developer from curing any such default to the extent that it is not cured by the City or from any other default hereunder. The City shall not be obligated, by virtue of the existence or exercise of this right, to perform any such act or cure any such default. Developer shall save, indemnify and hold harmless, including reasonable attorneys fees, City from any liability or other damages which may be incurred as a result of the exercise of the City's rights pursuant to this section.
 2. Obtain an order from a court of competent jurisdiction requiring the developer to specifically perform its obligations pursuant to the terms and provisions of this Agreement:
 3. Exercise any other remedies which may be available to it, including an action for damages.

In addition to the remedies and amounts payable set forth or permitted above, upon the occurrence of an Event of Default, the Developer shall pay to the city all fees and expenses, including reasonable attorneys fees, incurred by the City as a result of the event of default, whether or not a lawsuit or other action is formally taken.

- Q. Developer agrees that at such time, if any, that Lot 2, Block 1, Shoreview Target Center plat is conveyed to another individual, partnership, corporation or other entity (collectively "Buyer"), that simultaneously with such conveyance Developer and Buyer shall enter into a reciprocal easement agreement in recordable form granting easement rights for ingress, egress and parking between Lot 2, Block 1, and Lot 1, Block 1, Shoreview Target Center.

(V) IN WITNESS WHEREOF, the City and the Developer have executed this Agreement.

Development Contract
Shoreview Target Center
Page 6

Approved by the City Council of Shoreview, Minnesota, this

5th

day of SEPTEMBER, 1989.

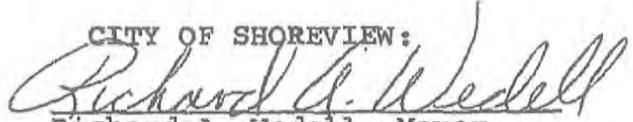
DEVELOPER:

Dayton Hudson Corporation

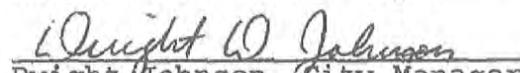


Jack D. Fontaine,
Senior Vice President
Target Stores Division

CITY OF SHOREVIEW:



Richard A. Wedell, Mayor



Dwight Johnson, City Manager



VILLAGE OF SHOREVIEW

RAMSEY COUNTY, MINNESOTA

4665 NORTH VICTORIA STREET
Shoreview, Minnesota 55126 • Telephone 484-3353

EXHIBIT "A"

STATEMENT OF REQUIRED IMPROVEMENTS AND SECURITY

SHOREVIEW TARGET ADDITION

IMPROVEMENTS

1. North Street & Utilities		\$157,000.00
2. South Street & Utilities		163,000.00
3. Site-Water, Storm & Drainage		149,750.00
4. Street Lights	8 @ \$1,400ea.	11,200.00
5. Street Signs		
Street ID	2 @ \$75.00ea.	150.00
Stop	5 @ \$75.00ea.	375.00
6. Sealcoating	6,870s.y. @ \$0.60	4,122.00
7. Traffic Signals (Shoreview Share)		46,155.00
8. Boulevard Sod	3,900s.y. @ \$2.50	9,750.00
		<u>\$541,402.00</u>
Per Ordinance		<u>1.25</u>
		\$676,877.50


DAYTON HUDSDON CORPORATION
Jack D. Fontaine
Sr. Vice President- Target Stores

Notes: Completion Date for Improvements - October 1, 1990
Administrative Overhead Fee based on \$541,402.00

Prepared by: Thomas L. Hammitt
Date: August 10, 1989
TLH/crc REVISÉD AUGUST 17, 1989
#7-PVD-88

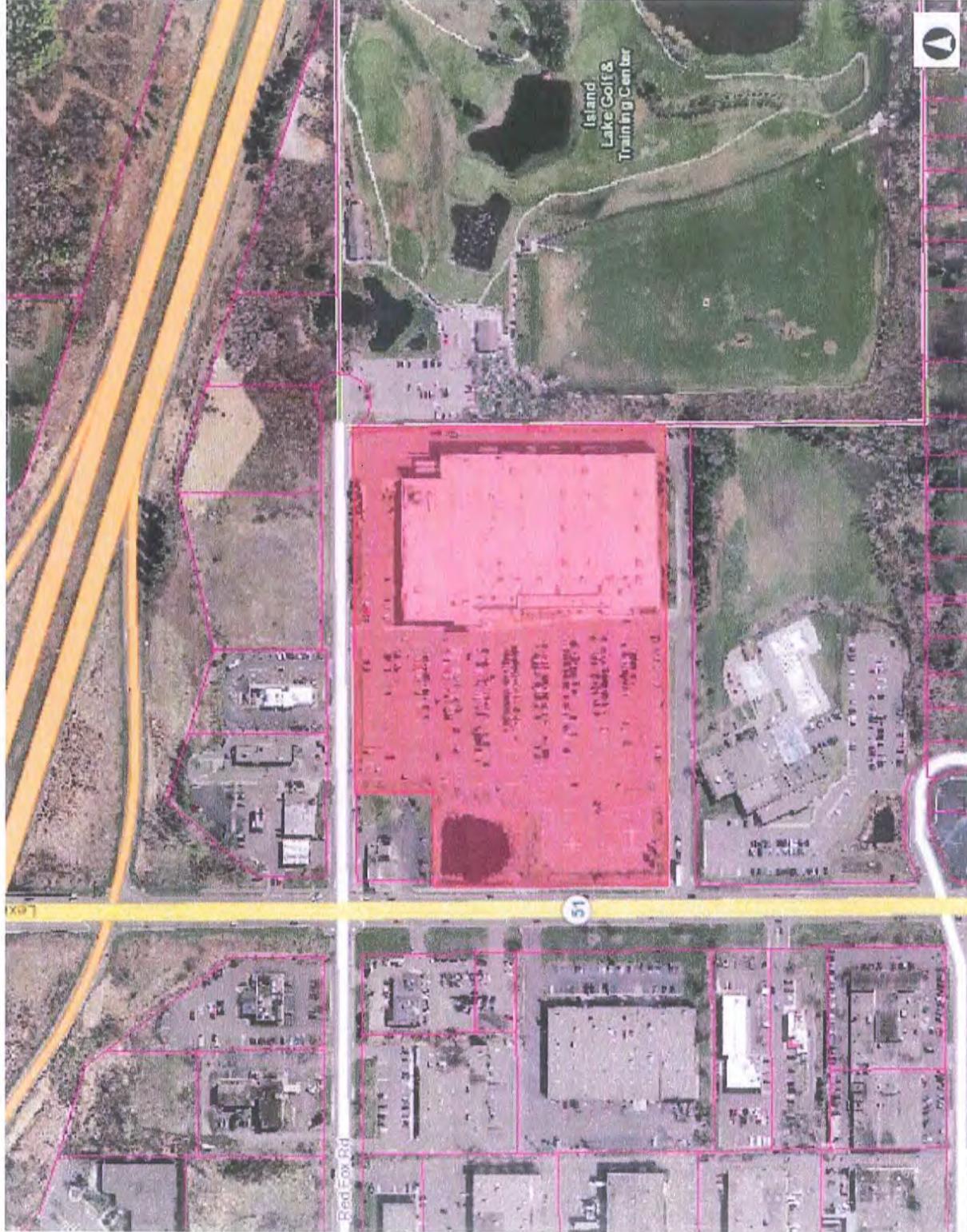
EXHIBIT "B"

OVERHEAD CHARGE TABLE AND RATE FEE

<u>REQUIRED IMPROVEMENT COST</u>	<u>AMOUNT</u>
\$0.00 to \$100,000	2.00 %
\$100,001 to \$200,000	1.70 %
\$200,001 to \$300,000	1.40 %
\$300,001 to \$400,000	1.10 %
\$400,001 and over	.80 %



Target - 3800 Lexington Avenue



630.8 0 315.42 630.8 Feet

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

THIS MAP IS NOT TO BE USED FOR NAVIGATION

Legend

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

Notes

Preliminary Plat and PUD Development Stage

APPLICATIONS BY TARGET CORPORATION
PRELIMINARY PLAT AND PLANNED UNIT DEVELOPMENT – DEVELOPMENT STAGE
CITY OF SHOREVIEW

PROJECT SUMMARY AND SUPPORTING NARRATIVE

APRIL 26, 2013

Introduction

Target Corporation (“Target”) is proposing to subdivide the SuperTarget site on Lexington Avenue to create a future development lot in the southwest corner and an outlot for an expanded stormwater drainage pond adjacent to Lexington. The City is expanding the drainage pond in conjunction with road improvements to Red Fox Road and Lexington Avenue. Target will convey the outlot with the pond to the City in consideration of reduced monetary assessments for the road improvements. There is no specific use currently proposed for the new development lot (identified as Lot 2 on the preliminary plat); however, Target intends to seek a buyer for Lot 2 in order to maximize the development potential of the site. The area to be platted as Lot 2 is a part of the SuperTarget parking lot that is most remote from the store entrance and which is not needed to serve Target customer demand. Target is also proposing to amend the existing planned unit development (PUD) for the site to update the PUD to reflect current conditions and to conform to the proposed subdivision.

Subdivision Proposal

The land encompassed in the proposed subdivision was platted in 1989 as Lots 1 and 2, Shoreview Target Addition. A drainage easement for the stormwater pond was dedicated in Lot 2 of the original plat, along with several public utility and drainage easements to drain water into the pond. It was originally anticipated that Target would construct a store on Lot 1 and seek a grocery use to construct a store on Lot 2 on the north side of the site. A separate grocery user was not actually obtained and Target built a store that sits on both Lots 1 and 2 of the existing plat. Target expanded the store into a SuperTarget in 2000.

The proposed subdivision will divide Lots 1 and 2 of the Shorewood Target Addition into three lots, as follows:

- Lot 1: 12.28 acres, containing the existing SuperTarget store and associated parking area.
- Lot 2: 1.14 acres, intended for small retail development and associated parking
- Outlot A: 0.96 acres, containing expanded stormwater pond, intended to be conveyed to the City

The timing of this subdivision proposal is driven by the adjacent road improvement project and the City's need to expand the stormwater pond. Although Target has not yet sought a buyer for proposed new Lot 2, marketing of that lot for future development will be facilitated by creating it now with the re-plating to create Outlot A for the pond. The eventual buyer of Lot 2 will need to obtain all required zoning and other development approvals from the City.

There are many existing utility and drainage easements on the property that were dedicated in the original plat or by easement document. Several of these easements provide drainage only for private property in the PUD and serve no public areas. Others are redundant since the expansion of Lexington Avenue. The City now prefers that utilities and drainage easements that do not serve the public be maintained privately. Applications for vacation of easements and rededication of those needed for the public were approved by the City in 1991; however, the vacations and plat were never recorded. Based on consultation with City staff, Target will submit vacation applications with the final plat of Shoreview Target 2nd Addition to vacate the existing City-held easements and will rededicate by the new plat only the drainage and utility easements needed to serve the public. Target will also provide the City with a new sidewalk easement along the north property line in conjunction with improvements to Red Fox Road.

PUD Amendment – Development Stage Proposal

Target is applying for amendment of the existing PUD to reflect current conditions and to conform to the proposed subdivision by addressing the following:

1. Reduced parking requirement for the SuperTarget store on Lot 1;
2. Location of shared freestanding sign on Lot 2;
3. Confirming percentage and location of required pervious area in the PUD;
4. Hours of operation and deliveries for the SuperTarget store; and
5. Obligation for snow removal from the public streets.

Parking

Target is requesting an amendment to the PUD to reduce the parking requirement for the SuperTarget store on proposed Lot 1 to 765 spaces, including 71 un-striped spaces behind the building. This equates to 4.16 spaces per 1000 SF of store area (the existing building is 183,875 gross square feet in area). The proposed amount of parking will be sufficient to meet actual demand during peak customer periods. The reduction is necessary to allow for subdivision and creation of future development Lot 2.

Currently, there are 855 parking spaces on the site, including the 71 un-striped parking spaces behind the building. This equates to 4.65 spaces per 1000 SF. Ninety (90) of those spaces are located in the area to be platted as Lot 2 and sold for a small retail use. Development on Lot 2 will be responsible for providing its own on-site parking.

Target has undertaken a parking needs inventory to better understand parking demand and utilization at its stores. The parking study included stores throughout the entire country and focused on both regular Target and SuperTarget stores. The challenge to communicating this

data outside of the Target Corporation is that a key ingredient, the annual store sales volume, is proprietary information. Bearing that in mind, the extracted store study data below describes eleven stores of similar sales volume and the number of cash register transactions with simultaneous parking lot car counts on Saturday afternoon one weekend before Christmas at approximately 3:00 p.m. That day and hour is the 8th busiest hour of operation annually. The Urban Land Institute recommends designing parking supply to meet demand based on the 20th highest hour of operation, so the parking study evaluates parking demand in excess of the ULI standard.

The parking data below includes the Shoreview SuperTarget and shows how this store compares to the demand for parking with other selected stores.

Store Location	Cash Register Transactions/hr	Parking Car Counts
Lombard, IL	576	381
Oswego, IL	475	306
Palmdale, CA	441	365
Santa Ana, CA	481	340
Edgewater, NJ	596	417
Linden, NJ	597	322
Eagan, MN	498	305
Glenview, IL	421	334
Wheaton, IL	421	292
Shoreview MN	619	544
Woodbury MN	660	462
Totals averaged	525	369

The data shows a high of 544 and a low of 292 observed cars in the parking lots yielding an average of 340 occupied spaces at peak demand across the selected stores. Actual parking demand for the Shoreview store at the 8th busiest hour was 544 stalls or a parking ratio of 2.96 stalls / 1000 SF. The proposed 765 spaces (4.16 spaces / 1000 SF) significantly exceed the actual peak parking demand for the store.

The parking requirement in the Zoning Code for the Commercial Districts is 5.5 spaces per 1,000 feet of net floor area. For the SuperTarget store, the strict Code requirement would be approximately 1,011 spaces. (This number is based on the stores gross floor area; the actual parking requirement based on net floor area would be somewhat less.) When the parking requirement for the store was analyzed in prior PUD applications, the City applied a modified approach that recognized that 5.5 / 1000 was excessive for a large retailer with substantial area devoted to warehouse and other ancillary uses. The Final PUD Stage plan in 2000 determined that 823 spaces were required. As described above, the actual demand for parking at peak times is under 600 spaces, much less than the parking required under either a strict application of the Code or the previous PUD analysis.

The Code requirement is too stringent for practical use of the property because, it not only exceeds the existing PUD-approved parking, it greatly exceeds actual demand based on the

Target study. The proposed parking requirement is compatible with adjoining uses because it is sufficient to meet actual demand by Target guests and employees so it will have no adverse impact on other property or uses.

Reducing the required parking is consistent with the City's Planning Objectives for PUDs. Bringing the parking more in line with recommendations of the Urban Land Institute promotes higher standards of site design. Reducing the parking required for the SuperTarget store allows creation of a second development lot along Lexington Avenue, which is a more desirable development pattern. The existing large parking field is an underutilization of land. Additional commercial development in the PUD will provide additional services to area residents and workers and enhance the City's tax base.

Freestanding Sign Location and Panels for Shared Signage

There is an existing freestanding monument sign in the southwest corner of the site adjacent to the Lexington Avenue frontage of the PUD. Currently, the only business name on the sign is SuperTarget. Upon the proposed subdivision, the Target store will be located on Lot 1 and the sign will be located on Lot 2, which Target intends to sell for another retail development. Target is requesting that the PUD be amended to allow its existing sign to be located on Lot 2 and for permission for a second sign panel to be added to the monument sign for the future Lot 2 business.

Without the PUD amendment, strict application of the Code could prohibit Target's continued use of the existing sign because it will not be on the same lot as the store. It is critical that Target continue to have signage along the road. Allowing shared signage for the two lots results in a more desirable environment by reducing sign clutter. Any future use developed on Lot 2 will be required to obtain approval for its full sign plan, but it will be important in marketing the property for developers to know that, at a minimum, they will have a right to place a panel on the existing monument sign on their lot. The location of the existing sign and the potential for shared signage is compatible and consistent with a similar shared sign to be located at the corner of Lexington and Red Fox Road.

Pervious Area/Open Space

The proposed subdivision will not change the existing amount of pervious open space in the PUD; it will simply change the percentage of pervious area per lot. The existing pervious area for the PUD is 16.98%, including the area of the stormwater pond. The pervious area will remain 16.98% overall. The pervious area by lot will be as follows: Lot 1, 9.23% pervious; Lot 2, 30.65% pervious; Outlot A, 100% pervious.

Hours of Operation and Deliveries

When the PUD was amended in 2000, the City Council imposed a condition limiting the hours for the retail store to 7:00 a.m. to 12:00 a.m. and a condition prohibiting truck deliveries between midnight and 5:00 a.m. with the exception of trailer drop-offs. Target is requesting that these

conditions be eliminated to be consistent with the City's practice for other commercial uses in the Lexington Avenue commercial corridor, particularly near the I-694 intersection, for which the City does not impose such limitations. Although Target does not currently plan to expand its hours of operation as a routine practice, it is important for Target to be able to respond competitively to the market. For example, it is now common for retailers like Target to be open for extended hours on Black Friday following Thanksgiving and during other holiday shopping periods.

Snow Removal from Public Streets

The original 1989 development contract provides that the Developer shall be responsible for snow removal from the roadways that were constructed along both the north and south property lines of the development site. The road along the north is Red Fox Road and the City has taken over responsibility for snow removal. The road along the south property line is an unnamed public road referred to as the South Access Road. Target is requesting that the PUD agreement be amended to limit Target's responsibility for snow removal to the South Access Road until such time as the City takes over snow plowing for that road.

END OF NARRATIVE

SHOREVIEW TARGET 2ND ADDITION

Property Description

Property description per Old Republic National Title Insurance Company ALTA Commitment - 1982 Rev., application No. OR1E740107

Parcel 1:

Lot 1, Block 1, Shoreview Target Addition, according to the recorded plat thereof, and situate in Ramsey County, Minnesota.
 Abstract Property

Parcel 2:

Lot 2, Block 1, Shoreview Target Addition, according to the recorded plat thereof, and situate in Ramsey County, Minnesota.
 Abstract Property

Notes

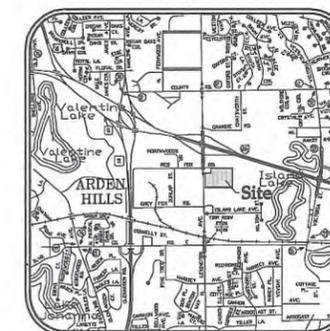
- Existing Lot areas: Lot 1, Block 1 = 390,513 s.f. / 8.96 acres / Green Space = 49,415 s.f. or 12.65%
 Lot 2, Block 1 = 236,049 s.f. / 5.42 acres / Green Space = 56,947 s.f. or 24.13%
 Total Area = 626,561 s.f. / 14.38 acres / Green Space = 106,360 s.f. or 16.98%
- Proposed Lot areas: Lot 1, Block 1 = 535,110 s.f. / 12.28 acres / Green Space = 49,398 s.f. or 9.23%
 Lot 2, Block 1 = 49,734 s.f. / 1.14 acres / Green Space = 15,245 s.f. or 30.65%
 Outlot A = 41,717 s.f. / 0.96 acres / Green Space = 41,717 s.f. or 100%
 Total Area = 626,561 s.f. / 14.38 acres / Green Space = 106,360 s.f. or 16.98%
- Existing building area = 183,875 s.f.
- Existing parking for existing parcel (Lots 1 and 2) = 855 Stalls (4.65/1000) including 18 handicapped stalls, 71 unstriped stalls and cart corrals (not shown)
- Proposed parking for Lot 1 = 765 Parking Stalls (4.16/1000) including 18 handicapped stalls, 71 unstriped stalls, and cart corrals (not shown).
 Proposed parking for Lot 2 = 80 Parking Stalls.

LEGEND

○ BUSH/SHRUB	⊗ STORM MANHOLE
⊗ CONIFEROUS TREE	□ TELEPHONE BOX
⊗ DECIDUOUS TREE	⊗ TELEPHONE MANHOLE
⊗ WETLAND	⊗ TRAFFIC CONTROL BOX
⊗ STEEL/WOOD POST	⊗ HAND HOLE
⊗ SIGN-TRAFFIC/OTHER	⊗ TRAFFIC LIGHT
⊗ SIGN-TRAFFIC/OTHER	⊗ GATE VALVE
⊗ MAIL BOX	⊗ HYDRANT
⊗ HANDICAPPED STALL	⊗ WATER METER
⊗ PERG TEST	⊗ CURB STOP BOX
⊗ MONITORING WELL	⊗ WATER MANHOLE
⊗ CABLE TV BOX	⊗ WELL
⊗ GAS METER	—CIV— CABLE TV
⊗ STREET LITE	—GAS— GAS LINE
⊗ GUY WIRE	—POW— POWER OVERHEAD
⊗ POWER POLE	—P&S— POWER UNDERGROUND
⊗ ELECTRIC BOX	—SAN— SANITARY SEWER
⊗ ELECTRIC METER	—STO— STORM SEWER
⊗ ELECTRIC MANHOLE	—TEL— TELEPHONE OVERHEAD
⊗ ELECTRIC TOWER	—TEL— TELEPHONE UNDERGROUND
⊗ SANITARY MANHOLE	—WAT— WATERMAIN
⊗ SEWER CLEANOUT	—FEN— FENCE LINE
⊗ BEDDING CATCH BASIN	—D&D— DECIDUOUS TREE LINE
⊗ CATCH BASIN	—C&C— CONIFEROUS TREE LINE
⊗ FLARED END SECTION	—C&O— CURB & CUTTER

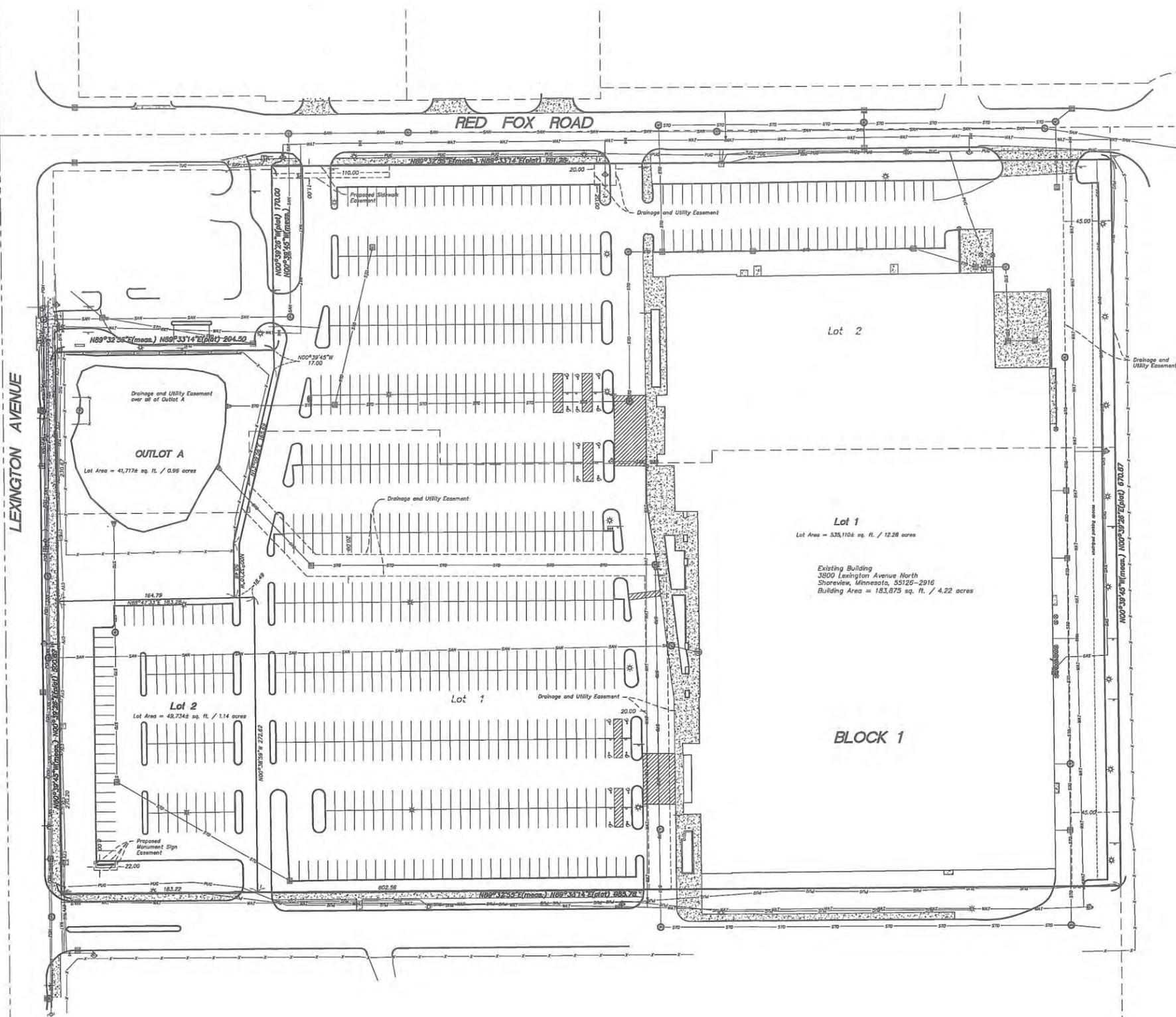
VICINITY MAP

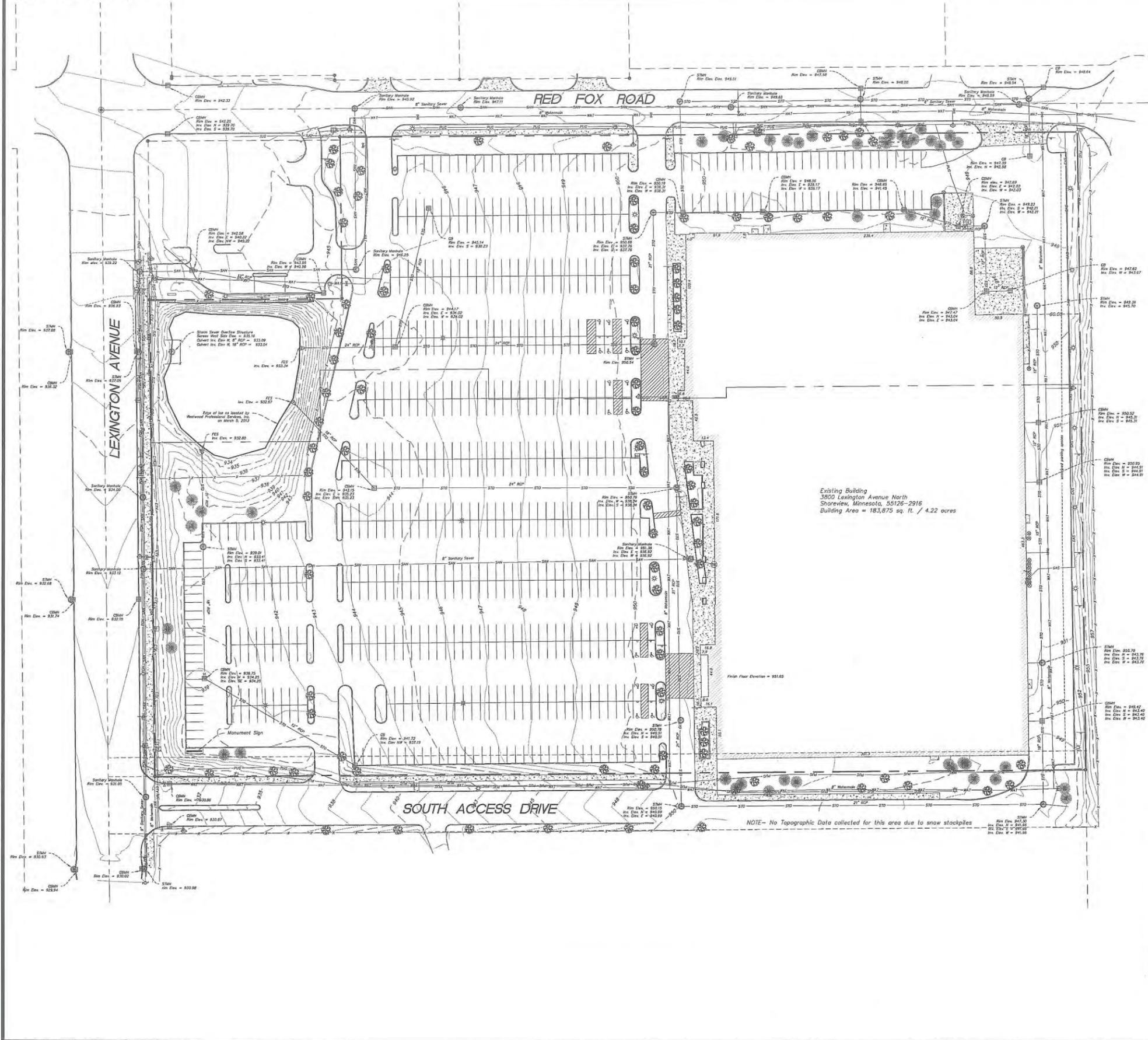
Not to Scale



NOT FOR CONSTRUCTION

Date: 04/25/13 Sheet: 1 OF 1





Property Description

Property description per Old Republic National Title Insurance Company ALTA Commitment - 1982 Rev., application No. OR1E740107

Parcel 1:

Lot 1, Block 1, Shoreview Target Addition, according to the recorded plat thereof, and situate in Ramsey County, Minnesota. Abstract Property

Parcel 2:

Lot 2, Block 1, Shoreview Target Addition, according to the recorded plat thereof, and situate in Ramsey County, Minnesota. Abstract Property

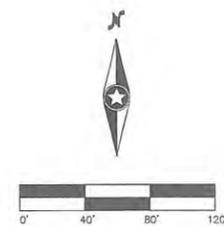
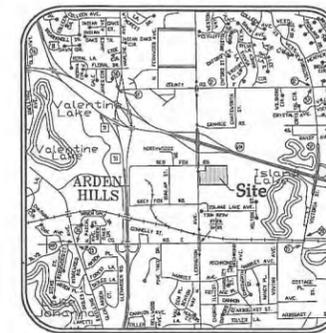
Notes

- The bearings shown on this survey are based on the Ramsey County Coordinates NAD83(86adj), US Survey feet and the Vertical Datum is NAVD88.
- Field data collection on which this map is based was performed while snow was covering all or part of the subject property. There is a possibility that existing improvements that would normally be observable without the snow cover may exist.
- Subject property contains 855 total parking stalls, including 18 handicapped stalls and 71 un-striped spaces based on 9 foot stall width. Cart corrals are not depicted and those stalls are included in the total.
- The underground utilities shown have been located from field survey information and existing drawings. The surveyor makes no guarantee that the underground utilities shown comprise all such utilities in the area, either in service or abandoned. The surveyor further does not warrant that the underground utilities shown are in the exact location indicated although he does certify that they are located as accurately as possible from information available. The surveyor has not physically located the underground utilities. (State One Call Ticket No. 130910809).
- Subject property area Lot 1, Block 1 = 390,513 sq. ft. / 8.96 acres.
Lot 2, Block 1 = 236,048 sq. ft. / 5.42 acres
Total Area = 626,561 sq. ft. / 14.38 acres

LEGEND

○ BUSH/SHRUB	⊙ STORM MANHOLE
● CONIFEROUS TREE	□ TELEPHONE BOX
⊙ DECIDUOUS TREE	⊙ TELEPHONE MANHOLE
⊘ METLAND	⊘ TRAFFIC CONTROL BOX
⊙ STEEL/WOOD POST	⊘ HAND HOLE
— SIGN-TRAFFIC/OTHER	⊘ TRAFFIC LIGHT
— SIGN-TRAFFIC/OTHER	⊘ GATE VALVE
⊘ MAIL BOX	⊘ HYDRANT
⊘ HANDICAPPED STALL	⊘ WATER METER
⊘ PERC TEST	⊘ CURB STOP BOX
⊘ MONITORING WELL	⊘ WATER MANHOLE
⊘ CABLE TV BOX	⊘ WELL
⊘ GAS METER	—CIV— CABLE TV
⊘ STREET LITE	—GAS— GAS LINE
— GUY WIRE	—POW— POWER OVERHEAD
⊘ POWER POLE	—POG— POWER UNDERGROUND
⊘ ELECTRIC BOX	—SAN— SANITARY SEWER
⊘ ELECTRIC METER	—SD— STORM SEWER
⊘ ELECTRIC MANHOLE	—TOP— TELEPHONE OVERHEAD
⊘ ELECTRIC TOWER	—TUG— TELEPHONE UNDERGROUND
⊘ SANITARY MANHOLE	—WAT— WATERMAIN
⊘ SEWER CLEANOUT	—FENCE— FENCE LINE
⊘ BEEHIVE CATCH BASIN	—DEC— DECIDUOUS TREE LINE
⊘ CATCH BASIN	—CON— CONIFEROUS TREE LINE
⊘ FLARED END SECTION	—C&G— CURB & GUTTER
⊘ CONCRETE SURFACE	

VICINITY MAP
Not to Scale



NOT FOR CONSTRUCTION

Target
T-0619
Shoreview, Minnesota

Date 04/25/13 Sheet 1 OF 1
0001054101.dwg
Topographic Survey

GEORGE REILING 3RD ADDITION

COOOU COMERICAL ADDITION

Property Description

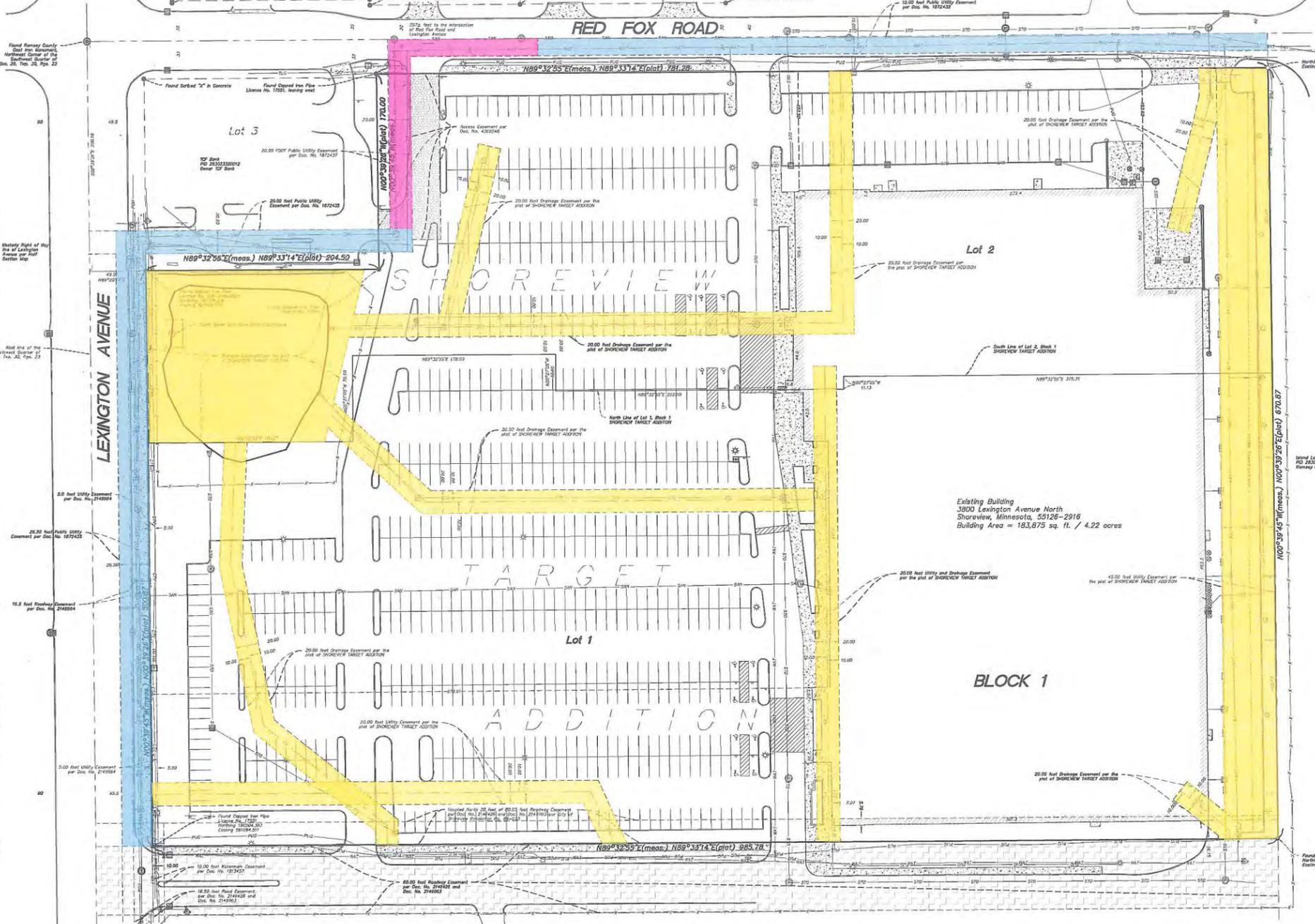
Property description per Old Republic National Title Insurance Company ALTA Commitment - 1982 Rev., application No. DR1E74017

Parcel 1:
Lot 1, Block 1, Shoreview Target Addition, according to the recorded plat thereof, and situate in Ramsey County, Minnesota.
Abstract Property

Parcel 2:
Lot 2, Block 1, Shoreview Target Addition, according to the recorded plat thereof, and situate in Ramsey County, Minnesota.
Abstract Property

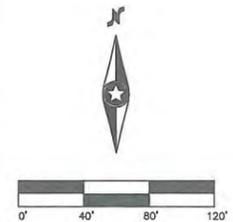
Notes

- This survey was prepared using Old Republic National Title Insurance Company ALTA Commitment - 1982 Rev., application No. DR1E74017, having an effective date of February 24, 2013, at 7:00 A.M.
 - Subject property appears to be classified as Zone X when scaled from Flood Insurance Rate Map Community - Panel Number 2712300200 dated June 4, 2010.
 - Subject property area Lot 1, Block 1 = 390,513 sq. ft. / 8.96 acres,
Lot 2, Block 1 = 236,048 sq. ft. / 5.42 acres
Total Area = 626,561 sq. ft. / 14.38 acres
 - No zoning information provided by Old Republic National Title Insurance Company at time of survey. Subject property appears to be zoned PUD - Planned Urban Development per City of Shoreview Zoning Map dated March 2, 2009.
Building Setbacks:
Adjacent to Residential. In all business districts, with the exception of the Business Park District, a 50-foot minimum building setback is required from the property line of land planned for residential use. In the Business Park District (BP), a 75-foot minimum building setback is required from the property line of land planned for residential use. This setback area shall serve as a buffer between commercial/office property and property planned for residential use.
Minor Arterial and Collector Streets. Along minor arterial streets as identified in the Comprehensive Guide Plan, structures shall maintain a 40-foot setback. Along collector streets as identified in the Comprehensive Guide Plan, structures shall maintain a 30-foot setback.
 - Subject property contains 784 total striped parking stalls, including 18 handicapped stalls. Based on a 9 foot stall width, there are an additional 71 stalls on the east side of the building that are not currently striped. Cart corrals are not depicted.
 - The underground utilities shown have been located from field survey information and existing drawings. The surveyor makes no guarantee that the underground utilities shown comprise all such utilities in the area, either in service or abandoned. The surveyor further does not warrant that the underground utilities shown are in the exact location indicated although he does certify that they are located as accurately as possible from information available. The surveyor has not physically located the underground utilities. (State One Call Ticket No. 130810805).
 - The bearings and coordinate data shown on this survey are based on the Ramsey County Coordinate System, NAD83(1983 adj.) US Survey feet.
 - The subject property has direct access to Red Fox Road, a dedicated public street. The widths of all adjacent rights-of-way are indicated hereon.
 - Field data collection on which this map is based was performed while snow was covering all or part of the subject property. There is a possibility that existing improvements that would normally be observable without the snow cover may exist.
- The following note is in regard to Table A Item 19.
- The Surveyor is not qualified to make a determination regarding the existence of wetlands, however there is no apparent evidence of wetlands located on the subject property according to the U.S. Fish and Wildlife Service National Wetlands Inventory located at www.fws.gov/wetlands.
- The following notes correspond to the numbering system of Schedule B of the above mentioned title commitment.
- Utility and drainage easement(s) as shown on the recorded plat of Shoreview Target Addition, APPEARS TO AFFECT SUBJECT PROPERTY, AS SHOWN HEREON. AT LEAST THREE OF SAID EASEMENTS APPEAR TO FALL WITHIN THE TARGET BUILDING.
 - Easement for slopes, cuts and fills over part of the premises adjoining Lexington Avenue in favor of the County of Ramsey as evidenced by Slope Easement filed as Document No. 947612 (as to Parcels 1 and 2), APPEARS TO AFFECT SUBJECT PROPERTY, NOT GRAPHICALLY SHOWN, BLANKET IN NATURE.
 - Easement for water main purposes over part of the premises together with incidental rights granted to the Village (now City) of Shoreview, as evidenced by instrument dated November 8, 1971, filed November 19, 1971, as Document No. 1813457 (as to Parcel 1), APPEARS TO AFFECT SUBJECT PROPERTY, AS SHOWN HEREON.
 - Easement for permanent utility purposes over part of the premises together with incidental rights granted to the Village (now City) of Shoreview, as evidenced by instrument dated December 5, 1972, filed December 7, 1973, as Document No. 1872435, (as to Parcel 2), APPEARS TO AFFECT SUBJECT PROPERTY, AS SHOWN HEREON.
 - Easement for permanent utility purposes over part of the premises together with incidental rights granted to the Village (now City) of Shoreview, as evidenced by instrument dated December 5, 1972, filed December 7, 1973, as Document No. 1872437, (as to Parcel 2), APPEARS TO AFFECT SUBJECT PROPERTY, AS SHOWN HEREON.
 - Easement for public roadway and for public utility purposes over part of the premises together with incidental rights granted to the City of Shoreview, as evidenced by instrument dated April 28, 1982, filed May 21, 1982, as Document No. 2149526 and also filed on July 6, 1982, as Document No. 2149523, (as to Parcel 1), APPEARS TO AFFECT SUBJECT PROPERTY, THE NORTH 20 FEET OF SAID EASEMENT WAS VACATED PER CITY OF SHOREVIEW RESOLUTION NO. 89-093.
 - Easement for public utility purposes over part of the premises together with incidental rights granted to the City of Shoreview, as evidenced by instrument dated June 10, 1982, filed July 8, 1982, as Document No. 2149964, (as to Parcel 2), APPEARS TO AFFECT SUBJECT PROPERTY, AS SHOWN HEREON.
 - Terms, conditions, provisions, restrictions and easements contained in that certain Access Easement Agreement dated June 2, 2010, filed June 9, 2010, as Document No. 4226014 as amended by First Amendment to Access Easement Agreement dated September 11, 2012, filed October 3, 2012, as Document No. 4360248, (as to Parcels 1 and 2), APPEARS TO AFFECT SUBJECT PROPERTY, AS SHOWN HEREON.



VICINITY MAP

Not to Scale



LEGEND

- | | | | | | |
|----------------------|-----------------------|-------------------|------------------------|-----------------------|----------------------------|
| ○ BUSH/SHRUB | ⊙ STORM MANHOLE | ⊙ MONITORING WELL | ⊙ WATER MANHOLE | ⊙ ELECTRIC MANHOLE | —TH— TELEPHONE OVERHEAD |
| ⊙ CONIFEROUS TREE | ⊙ TELEPHONE BOX | ⊙ CABLE TV BOX | ⊙ WELL | ⊙ ELECTRIC TOWER | —UG— TELEPHONE UNDERGROUND |
| ⊙ DECIDUOUS TREE | ⊙ TELEPHONE MANHOLE | ⊙ GAS METER | —C— CABLE TV | ⊙ SANITARY MANHOLE | —WT— WATERMAIN |
| ⊙ WETLAND | ⊙ TRAFFIC CONTROL BOX | ⊙ STREET LITE | —G— GAS LINE | ⊙ SEWER CLEANOUT | —FL— FENCE LINE |
| ⊙ STEEL/WOOD POST | ⊙ HAND HOLE | ⊙ GUY WIRE | —PO— POWER OVERHEAD | ⊙ BEEHIVE CATCH BASIN | —TT— DECIDUOUS TREE LINE |
| ⊙ SIGN-TRAFFIC/OTHER | ⊙ POWER LIGHT | ⊙ POWER POLE | —PU— POWER UNDERGROUND | ⊙ CATCH BASIN | —CT— CONIFEROUS TREE LINE |
| ⊙ SIGN-TRAFFIC/OTHER | ⊙ GATE VALVE | ⊙ ELECTRIC BOX | —SM— SANITARY SEWER | ⊙ FLARED END SECTION | —CL— CURB & CUTTER |
| ⊙ MAIL BOX | ⊙ HYDRANT | ⊙ ELECTRIC METER | —ST— STORM SEWER | ⊙ STORM CLEANOUT | —CS— CONCRETE SURFACE |
| ⊙ HANDICAPPED STALL | ⊙ WATER METER | | | | |
| ⊙ PERC TEST | ⊙ CURB STOP BOX | | | | |
- ⊙ DENOTES ACCESS EASEMENT PER DOC. NO. 4360248
- ⊙ DENOTES ROADWAY EASEMENT PER DOC. NO. 2146426 AND DOC. 2149963

To Target Corporation and Old Republic National Title Insurance Company:
This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2011 Minimum Standard Detail Requirements for ALTA/ACSM Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items 1, 2, 3, 4, 8, 11(c), 14 and 19 of Table A thereof. The field work was completed on March 5, 2013.

The undersigned further certifies that I have surveyed the property and easement(s) described and shown hereon, and this map or plat and the survey which is based reflect the matters referenced in the title commitment prepared by Old Republic National Title Insurance Company, ALTA Commitment - 1982 Rev., application No. DR1E74017.

Mark R. Solo
Mark R. Solo
Minnesota License No. 43933
5/06/13
Date

Prepared for:
Target Corporation
1000 Nicollet Mall
Minneapolis, Minnesota, 55403

Target T-0619
Shoreview, Minnesota

Date: 04/25/13 Sheet: 1 OF 1

EASEMENTS

SHOREVIEW TARGET 2ND ADDITION

Call 48 Hours before digging:
811 or call811.com
Common Ground Alliance

Property Description

Property description per Old Republic National Title Insurance Company ALTA Commitment - 1982
Rev. application No. ORTE740107

Parcel 1:

Lot 1, Block 1, Shoreview Target Addition, according to the recorded plat thereof,
and situate in Ramsey County, Minnesota.
Abstract Property

Parcel 2:

Lot 2, Block 1, Shoreview Target Addition, according to the recorded plat thereof,
and situate in Ramsey County, Minnesota.
Abstract Property

Notes

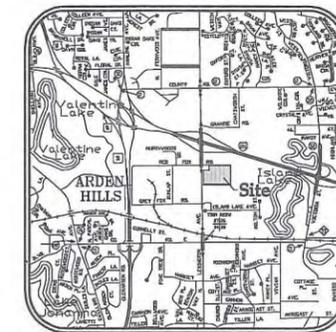
- Existing Lot areas: Lot 1, Block 1 = 390,513 s.f. / 8.96 acres / Green Space = 49,415 s.f. or 12.65%
Lot 2, Block 1 = 236,049 s.f. / 5.42 acres / Green Space = 55,947 s.f. or 24.13%
Total Area = 626,561 s.f. / 14.38 acres / Green Space = 105,360 s.f. or 16.98%
- Proposed Lot areas: Lot 1, Block 1 = 535,110 s.f. / 12.28 acres / Green Space = 49,398 s.f. or 9.23%
Lot 2, Block 1 = 49,734 s.f. / 1.14 acres / Green Space = 15,245 s.f. or 30.65%
Outlot A = 41,717 s.f. / 0.95 acres / Green Space = 41,717 s.f. or 100%
Total Area = 626,561 s.f. / 14.38 acres / Green Space = 106,360 s.f. or 16.98%
- Existing building area = 183,875 s.f.
- Existing parking for existing parcel (Lots 1 and 2) = 855 Stalls (4.65/1000)
Including 18 handicapped stalls, 71 unstriped stalls and cart corrals (not shown)
- Proposed parking for Lot 1 = 765 Parking Stalls (4.16/1000)
Including 18 handicapped stalls, 71 unstriped stalls, and cart corrals (not shown).
Proposed parking for Lot 2 = 80 Parking Stalls.

LEGEND

○ BUSH/SHRUB	⊗ STORM MANHOLE
⊗ CONIFEROUS TREE	⊠ TELEPHONE BOX
⊗ DECIDUOUS TREE	⊗ TELEPHONE MANHOLE
⊗ WETLAND	⊠ TRAFFIC CONTROL BOX
⊗ STEEL/WOOD POST	⊠ HAND HOLE
⊗ SIGN-TRAFFIC/OTHER	⊠ TRAFFIC LIGHT
⊗ SIGN-TRAFFIC/OTHER	⊠ GATE VALVE
⊠ MAIL BOX	⊗ HYDRANT
⊠ HANDICAPPED STALL	⊠ WATER METER
⊠ PERC TEST	⊠ CURB STOP BOX
⊠ MONITORING WELL	⊗ WATER MANHOLE
⊠ CABLE TV BOX	⊗ WELL
⊠ GAS METER	—CIV— CABLE TV
⊠ STREET LITE	—GAS— GAS LINE
⊠ GUY WIRE	—POW— POWER OVERHEAD
⊠ POWER POLE	—PUG— POWER UNDERGROUND
⊠ ELECTRIC BOX	—SAN— SANITARY SEWER
⊠ ELECTRIC METER	—STO— STORM SEWER
⊠ ELECTRIC MANHOLE	—TEL— TELEPHONE OVERHEAD
⊠ ELECTRIC TOWER	—TUG— TELEPHONE UNDERGROUND
⊠ SANITARY MANHOLE	—WAT— WATERMAIN
⊠ SEWER CLEANOUT	—FEN— FENCE LINE
⊠ BEDDING CATCH BASIN	—DEC— DECIDUOUS TREE LINE
⊠ CATCH BASIN	—CON— CONIFEROUS TREE LINE
⊠ FLARED END SECTION	—CLB— CURB & CUTTER

VICINITY MAP

Not to Scale



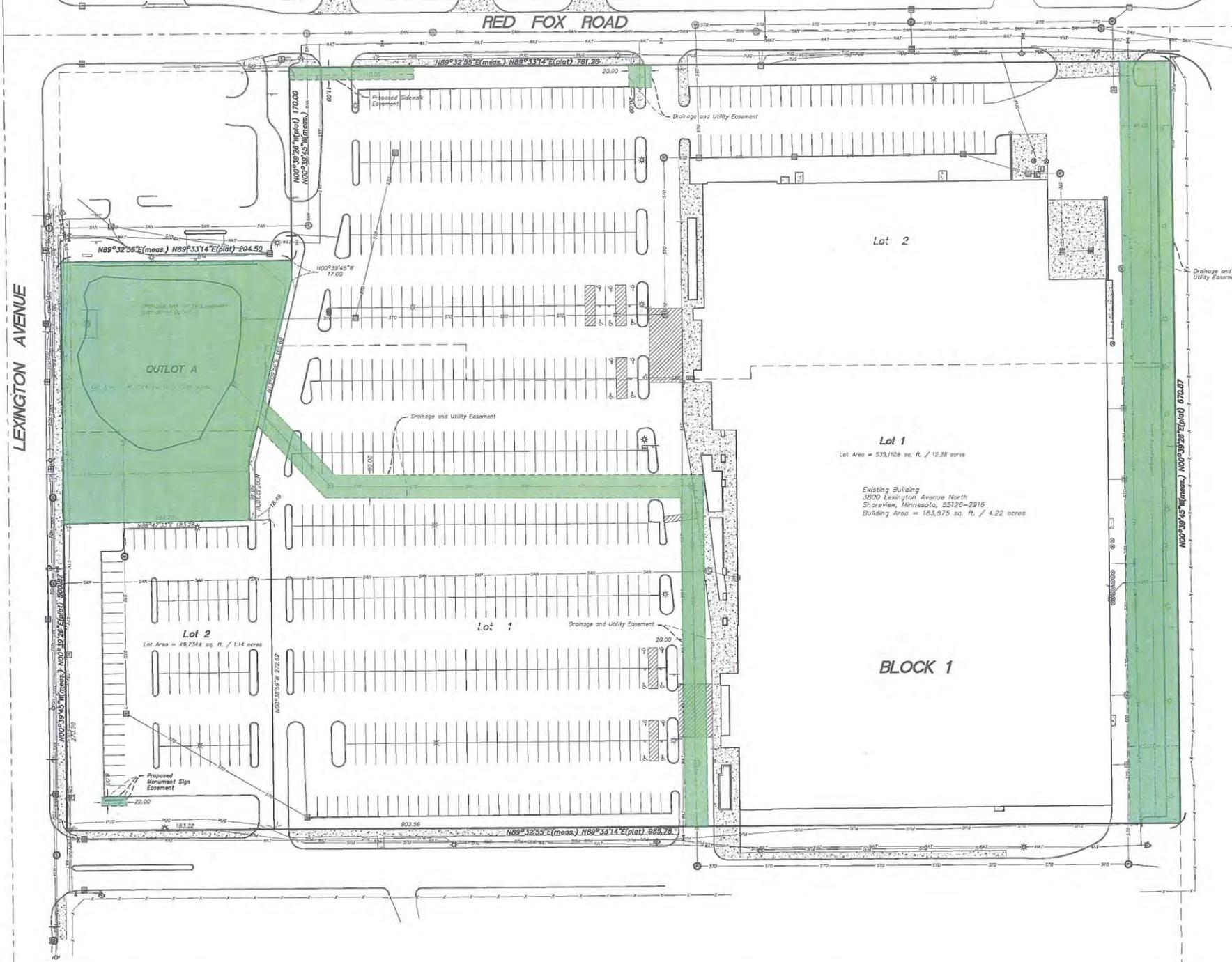
NOT FOR CONSTRUCTION

Date: 04/25/13 Sheet: 1 OF 1

Target T-0619

Shoreview, Minnesota

Preliminary Plat



EASEMENTS TO BE RETAINED

Kathleen Nardine <knordine@shoreviewmn.gov>

Target PUD

Yonke, Scott <scott.yonke@co.ramsey.mn.us>
To: knordine@shoreviewmn.gov

Mon, May 20, 2013 at 12:05 PM

Kathleen,

In review of the Target PUD Amendment, Ramsey County Parks and Recreation has no objection to the PUD Amendment for the lot split.

Also, why is Target conveying the stormwater pond to the City? Is this pond being used for additional stormwater runoff besides the Target Property?

Scott Yonke, ASLA, PLA

Landscape Architect

Director of Planning and Development

Ramsey County Parks and Recreation Department

2015 N. Van Dyke St.

Maplewood, MN 55109

PH: 651-748-2500 ext. 330

scott.yonke@co.ramsey.mn.us



Kathleen Nordine <knordine@shoreviewmn.gov>

Target PUD

1 message

Vishal <vhsookhai@yahoo.com>

Wed, May 22, 2013 at 7:24 PM

To: "knordine@shoreviewmn.gov" <knordine@shoreviewmn.gov>

Hello Kathleen, thanks for the chance to be part of this discussion regarding the above subject. I would like to address my concern for the hours of operation / deliveries and request that the hours stay as they are currently. We get an excessive amount of noise from Target during the hours of operation and amending those hours will be a nuisance. Also this past winter I witnessed many "almost accidents " on the south entrance/exit of the target parking lot, with that said expanding lot 2 for further retail will create a heavier traffic flow and make for a very congested area. It is also not properly marked/painted for pedestrian traffic and hardly wheelchair accessible. Finally why should we as taxpayers be responsible for Target's storm water run off?

Best regards

Vishal sookhai
1001 island lake ave
Shoreview
VHS Inc
Vhsookhai@yahoo.com
651-399-7194

May 22, 2013

Re: Request for Comment on Target PUD application

Dear Planning Committee,

Thank you for the opportunity to respond to the new Target PUD application. Listed below are our concerns.

1. **Hours of operation:** We support existing conditions prohibiting truck traffic between 12:00 a.m. and 5:00 a.m. and request that they be continued and, preferably, expanded. Night noise from Target is already abundant and continuous in our neighborhood, despite the existing PUD conditions. Banging dumpsters, snow plowing, and late deliveries already resound year-round, but especially during the six months when there are no leaves on the trees to buffer the noise between Target and the Island Lake residential area.

Extending the hours would worsen the problem substantially. That Target needs such "flexibility" for market competitiveness is utterly implausible, given the size, scope, and success of the business as is evident in both public corporate and media reports.

What Target is asking for is essentially carte blanche for whatever it wants to do whenever it wants to do it. It does not seem wise for the City of Shoreview to grant such unlimited permission, forfeiting all future authority, especially to a business that has regularly violated its existing PUD.

2. **Stormwater pond:** While it is conceivable that city control of this pond would improve environmental management, especially in that Target has been particularly remiss in this area, and has not honored its previous environmental commitments, the City of Shoreview should fully consider the potential impacts of Target being released from any responsibility in regard to such stormwater management. The long-term cost to the city could be significant, e.g., should Target be able to simply treat this pond as a free drain for whatever it wants to dump in the future.

Merrill P. Morse, Lisa J. Morse

1016 Island Lake Ave., Shoreview, MN 55126

May 23, 2013

Dear Shoreview Planning Commission Members,

Our comments are in response to the Request for Comment relating to the Target application for a Preliminary Plat and Planned Unit Development :

1. We support the existing hours of operation and delivery until such a time that Target proposes specific changes. We do not support giving them carte blanche.
2. We oppose the amending of the existing PUD plan until a specific development proposal is brought before the City of Shoreview. Again, we do not support giving them carte blanche.
3. Target has some issues they need to address and remediate before they have convinced us of their interest in being a good Shoreview neighbor.
 - Target has never maintained their landscape plan that was filed in 2000. Since "there is no time limit on landscape requirements" in Shoreview and I have a letter to that effect, Target is extremely negligent. I agree that it might need modifications but well over 50% of the proposed vegetation is dead or missing.
 - The trash caught in the shrubs along Lexington needs to be cleaned up.
4. If/When the proposed retail development is approved, we hope there is a thorough study done of the traffic at the south entry drive. When the original PUD was proposed, we suggested that there be only right turns into and out of that drive. That was not done and as a result, we have a near miss about once a week while traveling north or south on Lexington Avenue when Target customers make a left turn in front of us.

We appreciate this opportunity to comment and thank you for your efforts in maintaining Shoreview as a community that we are all proud to call "home".

Sincerely,
Mary Lou and Roger Klinkhammer
1015 Island Lake Avenue
Shoreview, MN 55126
651-484-4250

TO: MAYOR, CITY COUNCIL, CITY MANAGER

FROM: THOMAS L HAMMITT
SENIOR ENGINEERING TECHNICIAN

DATE: JUNE 13, 2013

SUBJ: ACCEPTING QUOTES FOR 2013 STREET LIGHT REPLACEMENTS
AND AUTHORIZE PURCHASE OF STREET MATERIALS.
2013 STREET LIGHT REPLACEMENTS, PROJECT NO. 13-05

INTRODUCTION

Our Consultant has solicited quotes on behalf of the City for 2013 Street Light Replacements project. Staff has reviewed the quotes and asks the City Council to accept the low quote.

BACKGROUND

Shoreview's Infrastructure Replacement Plan and Capital Improvement Program include replacing our aging street lights. Many of the City owned lights were installed in the development boom years of the 1970's and 80's are now at the end of their useful life. City staff has entered into a professional service agreement with Signature Lighting to provide expertise in street light improvements, street lighting options, acquiring quotes, assisting with project management and inspections for compliance with contract documents and installation.

This year's project consists of three different areas:

- Area 1 – Glen Paul Court north of County Road D and west of Richmond Avenue
- Area 2 – Churchill/Robinhood/Oxford area north of Tanglewood Drive.
- Area 3 – Evergreen/Bucher/Lametti/David Court

The City's contractor will be replacing the old 175 Watt Mercury Vapor lights and wood poles with 40 watt LED Fixtures and Aluminum poles. These fixtures are similar in design to the traditional cobra-head style. The LED fixtures will provide more light down on the road and very little light spilling out into yards or on homes. The fixtures provide a white light similar to the mercury vapor lights that are being replaced. All areas are single family neighborhoods. The project will utilize directional boring to minimize the restoration. Typically, the new lights are replacing the old lights in the same locations. There are a few locations where the lights will be located in a new location because of trees, existing utilities or power requirements. Also, two new lights are being added to complete the lighting in areas where they were deficient. New conduit, wiring and metered disconnect panels will also be installed.

2013 Street Light Replacements
Page Two

Attached are maps showing the three project areas. All areas will have new bronze aluminum poles with 40 Watt LED bronze fixtures.

The quotes that were received are consistent with the Capital Improvements Program that allocated \$150,000.00 for this project. Poles and fixtures are purchased separately by the City. The funding is from the City's street light utility.

The following quotes were received and reviewed by Signature Lighting and City staff:

<u>Contractor</u>	<u>Glen Paul</u>	<u>Churchill</u>	<u>Evergreen</u>	<u>TOTAL</u>
Q3 Contracting	\$16,450.00	\$46,805.00	\$30,815.00	\$ 94,070.00
JT Services	\$18,538.00	\$56,631.25	\$34,090.40	\$109,259.65
MP Nexlevel	\$18,500.93	\$58,525.65	\$40,521.55	\$117,584.13

INSTALLATION BUDGET \$ 98,300.00

PROJECT COSTS

Contractor Installation Quote	\$ 94,070.00
Material Quote	\$ 51,700.78
Estimated Restoration Cost	<u>\$ 4,000.00</u>
Total 2013 Project Cost	\$149,770.78
Project Budget Allocation	\$150,000.00

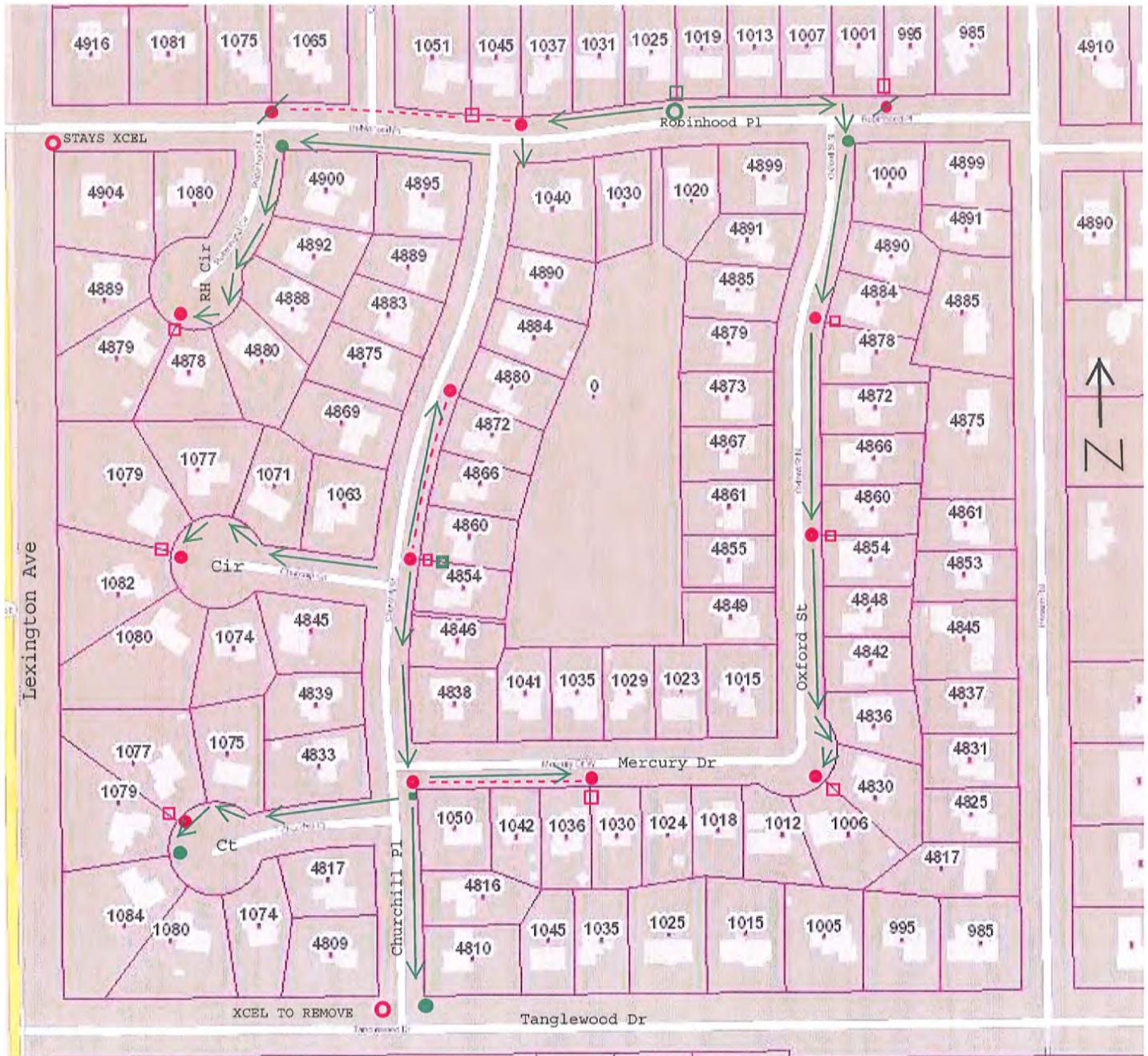
RECOMMENDATION

It is recommended that the City accept the quotes from Q3 for street lighting installation listed above in the amount of \$94,070.00 and authorize the purchase of street light materials from Signature Lighting in the amount of 51,700.78.

tlh

#13-05

t:/projects/2013/13-05streetlightreplacements/council/acceptquotes2013

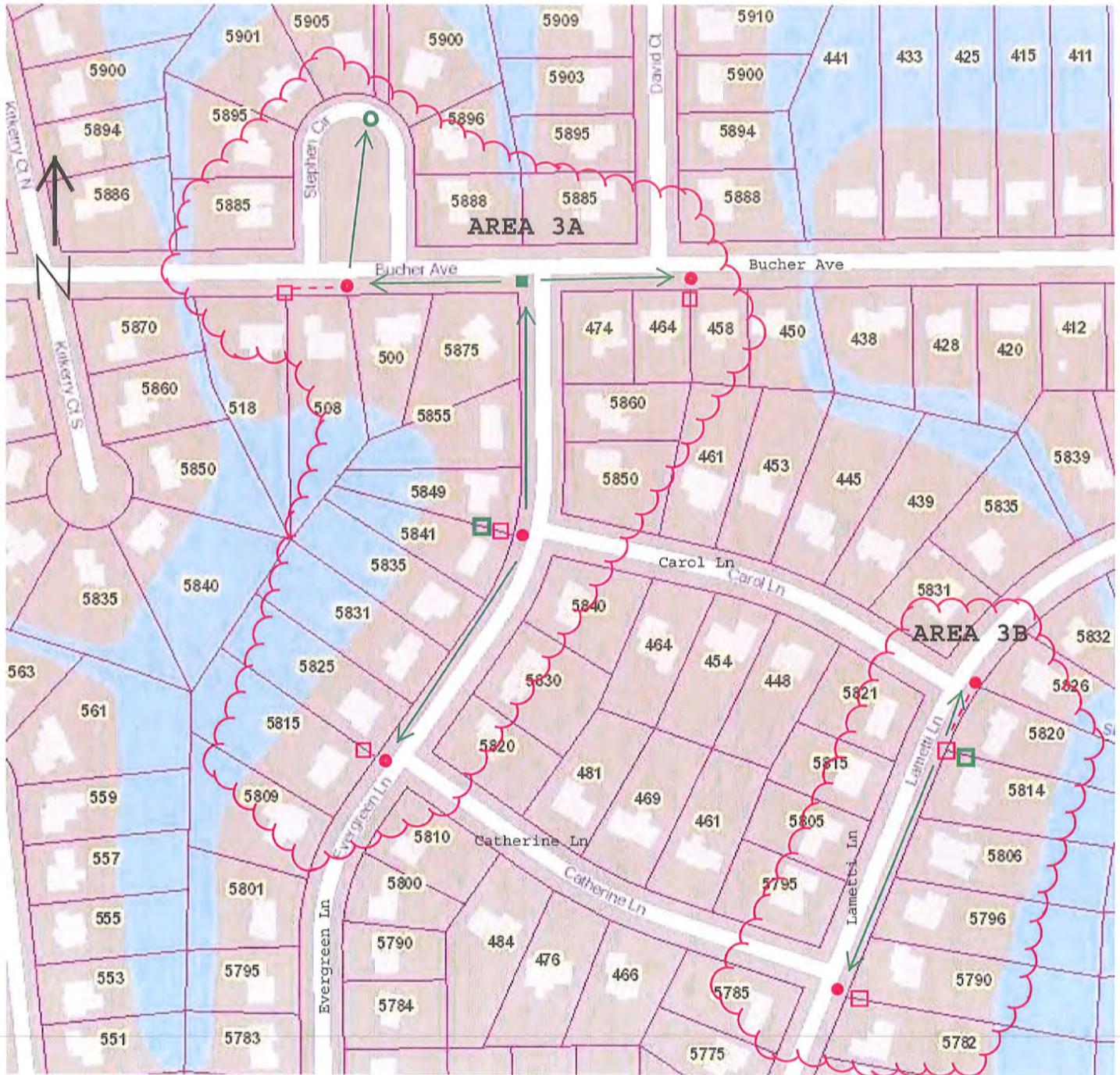


PROJECT 13-05

TOM HAMMITT
 CITY OF SHOREVIEW
 651-206-8291
 5/13/13

- EXISTING CITY LIGHT (13)
- EXISTING XCEL LIGHT (1)
- EXISTING CITY PED/TRANS (10)
- ADD HAND HOLE
- NEW CITY PED (2)
- ADD NEW LIGHT (1)
- NEW POLE LOCATION
- ← PROPOSED ROUTE

NOTE: TYPICALLY NEW CITY POLES IN SAME LOCATION AS EXISTING POLES. NEW CITY POLE REPLACING XCEL POLE IS RELOCATED. XCEL TO REMOVE THEIR LIGHT.

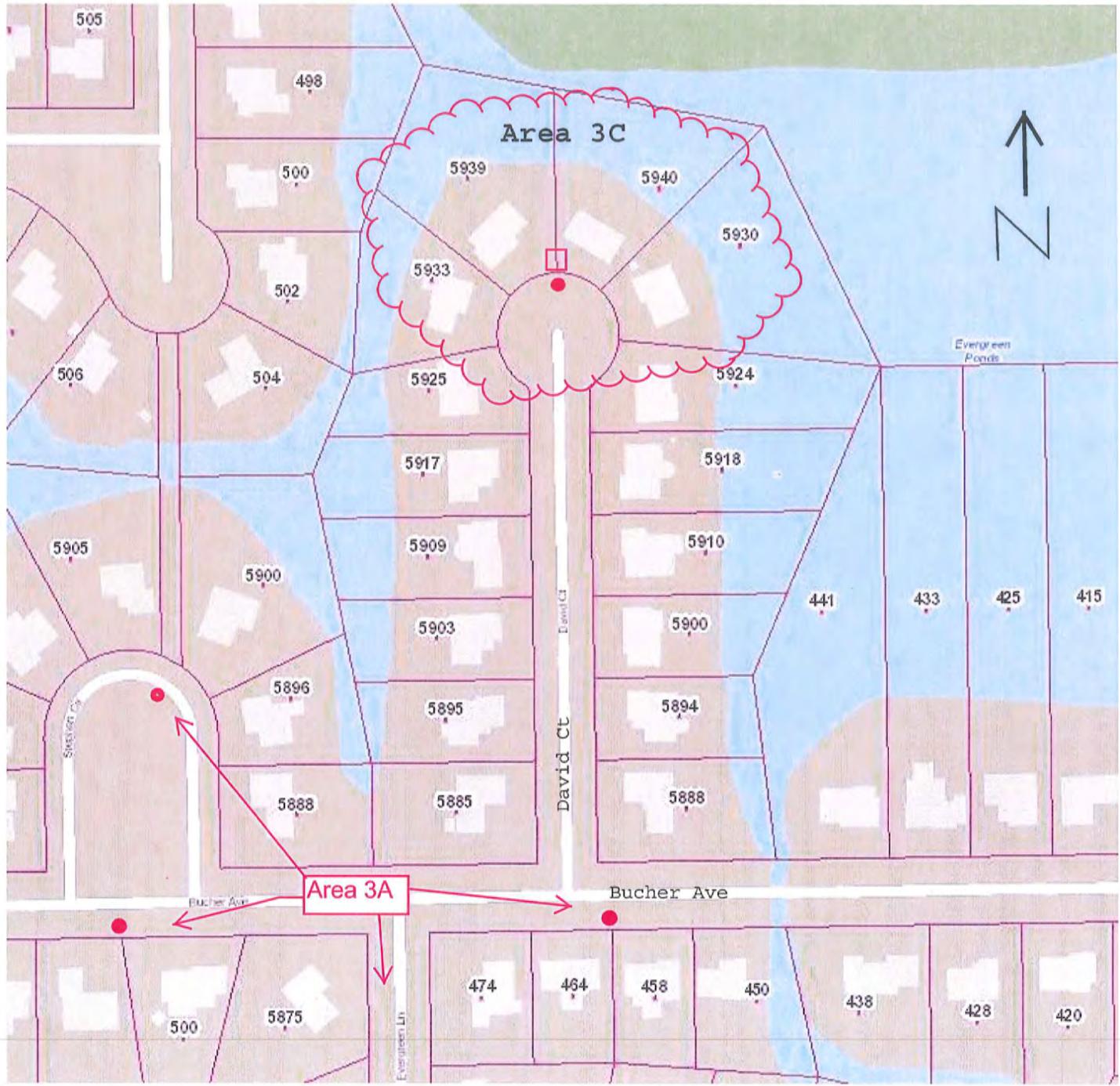


PROJECT 13-05

TOM HAMMITT
 CITY OF SHOREVIEW
 651-206-8291
 TLH 5/13/13

- EXISTING CITY LIGHTS 3A (4)
- EXISTING CITY LIGHTS 3B (2)
- EXISTING CITY PED (3A-4, 3B-2)
- ADD HAND HOLE (1)
- NEW CITY PED (3A-1, 3B-1)
- ADD NEW LIGHT (3A-1)
- ← PROPOSED ROUTE

NOTE: NEW POLES IN SAME LOCATION AS EXISTING POLES



PROJECT 13-05

TOM HAMMITT
CITY OF SHOREVIEW
651-206-8291
TLH 5/13/13

- EXISTING CITY LIGHTS (1)
- EXISTING CITY PED/TRANS (1)

NOTE: NEW POLE IN SAME
LOCATION AS EXISTING POLE

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

To authorize acceptance of the quote from ARC Services in the amount of \$46,500, plus applicable sales tax for repairs to the waterslide stairs.

ROLL CALL:	AYES _____	NAYS _____
Johnson	_____	_____
Quigley	_____	_____
Wickstrom	_____	_____
Withhart	_____	_____
Martin	_____	_____

Regular City Council Meeting
June 17, 2013

TO: MAYOR AND COUNCILMEMBERS

FROM: TERRY SCHWERM, CITY MANAGER
GARY CHAPMAN, BUILDING AND GROUNDS SUPERINTENDENT

DATE: JUNE 13, 2013

SUBJECT: ACCEPTANCE OF QUOTE—WATERSLIDE STAIR REPAIRS

INTRODUCTION

The 2013 Capital Improvement Program (CIP) includes a project to replace/repair the waterslide stairs. The City Council needs to authorize the acceptance of a quote for this work.

BACKGROUND

A project calling for the replacement of the waterslide stairs was originally included in the City's Capital Improvement Program last year. During the process of developing plans to replace the stairs, it was determined that the cost would greatly exceed the amount included in the CIP and the project did not move forward. After consulting with a structural engineer from BKBM Engineering, the City did have a contractor make some minor structural repairs to the stair support system last year. BKBM was then asked to develop plans and specifications to repair and strengthen all of the necessary structural supports for the waterslide stairs; and to replace stair treads and risers that were weak and rusted. The staff then solicited quotes for the work specified by BKBM Engineering.

Two quotes were received for this project as outlined below:

<u>Company</u>	<u>Quote</u>
ARC Services	\$46,500
Schreiber/Mullaney	\$63,550

Staff is recommending that the Council authorize acceptance of the quote from ARC Services. ARC has successfully performed work for the City in the past. This work will be completed during pool shutdown in early September.

During this project, the current Shark Shack that is located under the waterslide will need to be removed to provide safe access to some of the waterslide supports scheduled for repairs. In addition, some of the wood used to construct the facility is rotting and in need of replacement. A separate contractor will be hired for removal and a new shell will be constructed with treated wood. Once the shell is completed, a firm will be asked to complete the construction and

theming consistent with what is currently in place. The anticipated cost for this work is between \$10,000-\$15,000.

The total project costs, including engineering fees, for the project are anticipated to be about \$75,000, which is half of the \$150,000 allocation that was included in the CIP for waterslide stair replacement.

RECOMMENDATION

Based on the foregoing information, it is recommended that the City Council authorize acceptance of the quote from ARC Services in the amount of \$46,500, plus applicable sales tax, for repairs to the waterslide stairs.



Date: 6-3-13

Customer: Shoreview Community Center

Project: Platform Replacement

Attn: Gary

- **Inclusions:**

- Remove existing platform
- Fabricate and Install C10 x 15.3 on the outer frame. Per Drawing S2
- Fabricate and Install 4x4x3/8 angle along outer wall Per Drawing S2
- Fabricate and Install 4x4x3/8 wall supports Per Drawing S2
- Fabricate and Install (2) HSS 10 x 3-1/2 supports with a 1/2 x 12 base plate Per Drawing S2
- Fabricate and Install (3) C8 x 11.5 cross supports. Per Drawing S2
- Reinstall fiberglass decking
- Fabricate and Install a WT17x 11 wall mount to support stair's
- Fabricate and Install S.S. rail guards at top landing
- All fabricated materials to be galvanized and painted

- **Exclusions:**

- We have not included any premium time in our bid
- We have not included any permits in our bid
- We have not included any stair and risers in our bid
- We have not included and decking materials in our bid (any decking that needs replacement will be a cost to the customer, Materials only)
- We have not included any modifications to the existing structure of the frame work
- All White fiber glass has a 10 week ship date from date of order

(Base bid) Cost to perform the scope of work stated above \$ 39,400.00

(Alternate bid)

Replace stair and risers on intermediate landing to top of water slide \$7100.00
All White Fiberglass has a 10 week ship date from date of order

This bid is good for 30 days of bid date

Chris O'Connell
President



Shoreview CC- 2013 Waterslide Repair/ Replacement Project

Bruce Schreiber <bruce@schreibermullaney.com>

Wed, May 29, 2013 at 6:44 PM

To: "Gary Chapman (gchapman@shoreviewmn.gov)" <gchapman@shoreviewmn.gov>

Gary,

We agree to provide all labor, materials, tools, & equipment required to complete the 2013 Waterslide Repair/ Replacement project as per the attached plans dated 4/9/2013 prepared by BKBM Engineers & project narrative.

Bid No. 01-

-

Complete work as noted in bullet point no. 1 related to the Shark Shack.

Total Bid No. 01= \$5930.00

-

Bid No. 02-

-

Complete all work as noted in bullet points 2, 3, & 4 related to the stair & structure scope.

Total Bid No. 02= \$63,550.00

-

-

Pricing is based on all work being completed during standard hours over the September pool shutdown.

The lift is to be provided by others at no cost to us.

Building permit is excluded.

I appreciate the opportunity to quote.

If you have any questions or require any additional information, please do not hesitate to contact me.

Thanks,

Bruce Schreiber

Vice President



1286 Hudson Rd.

St Paul, MN 55106

651-774-9440 Ph.

651-774-9445 Fax

612-363-0515 Cell

 **Shoreview Community Center- Waterslide Upgrades.pdf**
1298K

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

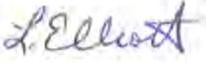
to approve the amendment to the 2013 Job Title and Wage System Plan as outlined in the attached report.

ROLL CALL: AYES _____ NAYS _____

JOHNSON	_____	_____
QUIGLEY	_____	_____
WICKSTROM	_____	_____
WITHHART	_____	_____
MARTIN	_____	_____

Regular Council Meeting
June 17, 2013

Memorandum

Date: June 11, 2013
To: Mayor & City Council
From: Laurie D. Elliott, Human Resources Director 
Re: Amendment to 2013 Job Title and Wage Plan

Introduction and Background

The City Council annually reviews and approves the City's job classification system in December each year. Over the past few years the Community Center has made a number of changes to their operations and the responsibilities of their leadership staff. Employees have been performing beyond the original scope of their positions and it is important to adequately compensate these staff members now that the job responsibilities have been solidified. As a result the Council is being asked to consider certain changes at this time.

Discussion

Community Center General Manager: The current Community Center General Manager took over management of the Community Center in 2007. During this time she has done an excellent job of managing the staff and overall operation of the Center. Community Center operations have become increasingly complex with a growing number of members and numerous health insurance reimbursement programs that are now available. In addition, she recently modified our rental operations. During her years as General Manager she has grown membership revenue significantly, and helped turn operating losses into operating profits for the past four years. During the past year the position has also become responsible for direct oversight of all recreation programs and administrative support staff. This has increased her budget responsibilities from about \$2.5 million to almost \$4.5 million and doubled the number of full-time employees she manages. For these reasons a pay grade change from P20 to P23 is being recommended. This would place this position on par with the Asst. Finance Director, City Planner, IS Manager and Public Works Superintendent. The initial annual cost for this change is approximately \$3,600.

Community Center Managers: With the growing responsibilities of the General Manager several former job tasks have been shifted to the Asst. Community Center Managers. Some of their new responsibilities are monthly billing for memberships including managing credit card declines and membership suspensions/reinstatements, monitoring and tracking Community Center revenues and expenditures, tracking guest passes, supervising full-time positions, completing and implementing a training program for staff, VSI (registration, membership & rental software) troubleshooting, and project management. We anticipate that their job duties will continue to expand as time allows. For these reasons a pay grade change for P15 to P18 is warranted. Other positions at this pay grade include the Senior IS Analyst and the Sr. Planner. The initial annual

cost for this change is approximately \$6900 (two employees). In addition, a job title change from Asst. Community Center Manager to Community Center Manager is also recommended.

Aquatics Manager: When this employee was initially promoted to this position in 2009, they completed a comprehensive review of staff scheduling and made changes which resulted in significant savings. They brought this skill set to other areas including a complete analysis of specialty aquatics programs and making adjustments to ensure adequate revenues; and expanding program offerings and lap swim by negotiating and entering into an agreement with Chippewa Middle School. This individual also assisted in the selection of new water filtration systems for the whirlpool and large pool. She also continues to improve the operations, management and programs of our aquatics facility and services, including lifeguards receiving the Ellis Silver Award for the past two years. For these reasons it is being recommended that this position change from Pay Grade P15 to P17 and that the job title be changed from Aquatics Supervisor to Aquatics Manager. The other position at this pay grade is the Sr. Engineering Tech. The initial annual cost for this change is approximately \$2500.

All of these positions are funded through the Community Center which has sufficient revenues to cover the costs of these proposed wage adjustments.

Recommendation

Based on the foregoing information it is recommended that the City Council approve the pay grade and job title changes outlined above, effective July 6, 2013.

PUBLIC HEARING AGENDA

Purpose: MS4 ANNUAL REPORT FOR 2012

Published Time: 7:00 P.M.

Published Date: MAY 15, 2013

Affidavit of Publication: MAY 15, 2013

Review of Affidavit of Publication
by City Attorney: _____

Open Public Hearing - Time: _____

Hearing Discussion

MOVED TO CLOSE PUBLIC HEARING

BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

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

REGULAR COUNCIL MEETING
JUNE 17, 2013

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to direct the Public Works Director to submit the final MS4 Annual Report for 2012 to the Minnesota Pollution Control Agency reflecting the receipt of any comments from the Public Hearing held on June 17, 2013.

ROLL CALL:	AYES	NAYS
JOHNSON	_____	_____
QUIGLEY	_____	_____
WICKTROM	_____	_____
WITHHART	_____	_____
MARTIN	_____	_____

TO: MAYOR, CITY COUNCIL AND CITY MANAGER

FROM: MARK MALONEY, DIRECTOR OF PUBLIC WORKS
TOM WESOLOWSKI, CITY ENGINEER

DATE: JUNE 17, 2013

SUBJ: DRAFT ANNUAL REPORT FOR 2012 AND PUBLIC HEARING FOR
SHOREVIEW'S MUNICIPAL SEPARATE STORM SEWER SYSTEM
PERMIT

INTRODUCTION

The City is required to prepare an annual report on the status of compliance with the City's Municipal Separate Storm Sewer System (MS4) Permit. A draft copy of the annual report is attached at the end of this report. Prior to submitting the final report to the Minnesota Pollution Control Agency (MPCA), the City Council must hold a public hearing and consider comments from the public.

DISCUSSION

Staff has prepared a draft of the annual report for Shoreview's activity in 2012 relating to the City's MS4 Permit. This report is presented every year to the City Council in conjunction with a public hearing for the purpose of documenting our compliance with the permit.

Based upon population and level of urbanization, cities like Shoreview nationwide are required to be in compliance with these requirements, which went into effect in 2003. MS4 cities like Shoreview are required to maintain a Stormwater Pollution Prevention Plan (SWPPP) that covers six minimum control measures that include:

- Public education and outreach;
- Public participation/involvement;
- Illicit discharge, detection and elimination;
- Construction site runoff control;
- Post-construction site runoff control; and
- Pollution prevention/good housekeeping.

Our SWPPP, initially developed and submitted in 2003 and updated in 2006 and 2008, identifies best management practices (BMPs) and measurable goals associated with each minimum control measure.

The Annual Report for 2012 focuses specifically on the implementation of the SWPPP and the required six minimum control measures.

Based on the draft report the City has met the requirements of all the minimum control measures, including the area of illicit discharge elimination. In March of 2012 the City established an illicit discharge ordinance and program that defines an illicit discharge and provides inspection and enforcement authority to the City. An example of an illicit discharge might be the result of a large commercial or industrial property improperly storing the salt it needs to use to control ice on its parking lot. Another type of illicit discharge would be the result of the improper or ineffective maintenance of oil/grit separators that are installed in private drainage systems of gas stations or auto repair facilities.

In 2012 the City also adopted coal tar based sealant requirements under the City's General Regulations that prohibits the use of coal tar based sealants in Shoreview. Although the ban is not a requirement of the permit it is encouraged and supported by the MPCA.

Staff has prepared the MS4 Annual Report for 2012 in "draft" form, which will be finalized to reflect any comments from the public hearing prior to its certification and submittal to the MPCA.

The current general permit that all small MS4 cities such as Shoreview currently operate under was recently reissued with an effective date of August 1, 2013. The City will have 150-days from the effective date to complete an application for reauthorization of the City's MS4 permit, which requires information specific to the six minimum control measures. As part of the approval process for the application process the City may be required to modify the City's SWPPP.

RECOMMENDATION

Following a staff overview of the draft Annual Report, the Council should conduct the Public Hearing and record any comments. The final MS4 Annual Report for 2012 will acknowledge the receipt of any comments for its submittal to the Minnesota Pollution Control Agency.

- B. *Do you use a website as a tool to distribute stormwater educational materials? Yes No
 What is the URL: shoreviewmn.gov
- C. If you answered yes in question B. above, do you track hits to the website? Yes No
 How many hits were to the stormwater webpage: Not able to track in 2012, but will be able in 2013
- D. *Did you hold stormwater related events, presentations to schools or other such activities? Yes No
 If yes, please describe:
 *Green Community Award Recognition Ceremony - Presentations to the City Council in Fall 2012 - made available live, recorded for cable access. 17 individual properties were recognized for outstanding best management practices in water quality.
 *Environmental Quality Committee Speaker Series - Benefits of Installing a Rain Garden (Jan) and Twin Cities Ecosystem Project (March)
- E. *Have specific messages been developed and distributed during this reporting year for Minimum Control Measure (MCM):
 MCM 1: Yes No MCM 4: Yes No
 MCM 2: Yes No MCM 5: Yes No
 MCM 3: Yes No MCM 6: Yes No
- F. *Have you developed partnerships with other MS4s, watershed districts, local or state governments, educational institutions, etc., to assist you in fulfilling the requirements for MCM 1? Yes No
- G. List those entities with which you have partnered to meet the requirements of this MCM and describe the nature of the agreement(s): *(Attach a separate sheet if necessary.)*
 Rice Creek Watershed District & the Ramsey Washington Metro Watershed District - stormwater management, education/outreach
 Ramsey Conservation District - contract for erosion control inspection services, BMP projects
 Clean Water Minnesota - partner for educational information
 Blue Thumb - partner for outreach, education, earn membership by volunteer hours
- H. *Have you developed methods to assess the effectiveness of your public education/outreach program? Yes No
 If yes, please describe:

Minimum Control Measure 2: Public Participation/Involvement [V.G.2] (*Required fields)

- A. *Did you hold a public meeting to present accomplishments and to discuss your Stormwater Pollution Prevention Program (SWPPP)? [Part V.G.1.e] Yes No
 If no, explain:
- B. What was the date of the public meeting (mm/dd/yyyy): 06/17/2013
- C. How many citizens attended specifically for stormwater (excluding board/council members and staff/hired consultants)? _____
- D. Was the public meeting a stand-alone meeting for stormwater or was it combined with some other function (City Council meeting, other public event, etc.)? Stand-alone Combined
- E. *Each permittee must solicit and consider input from the public prior to submittal of the annual report. Did you receive written and/or oral input on your SWPPP? [Part V.G.2.b.1-3] Yes No
- F. *Have you revised your SWPPP in response to written or oral comments received from the public since the last annual reporting cycle? [Part V.G.2.c] Yes No
 If yes, describe: *(Attach a separate sheet if necessary.)*

Minimum Control Measure 3: Illicit Discharge Detection and Elimination [V.G.3] (*Required fields)

The permit requires permittees to develop, implement, and enforce a program to detect and eliminate illicit discharges as defined in 40 CFR 122.26(b)(2). You must also select and implement a program of appropriate BMPs and measurable goals for this minimum control measure.

- A. *Did you update your storm sewer system map? Yes No
 If yes, please explain which components (ponds, pipes, outfalls, waterbodies, etc.) were updated/added:
 Updated new BMP features, pipes, and incorporated changes from road reconstruction projects.
- Note: The storm sewer system map was to be completed by June 30, 2008. [Part V.G.3.a]*
- B. *Have you modified the format in which the map is available? Yes No
- C. If yes, indicate the new format:
 Hardcopy only GIS system CAD Other system: _____
- D. *Did you inspect for illicit discharges during the reporting year? Yes No
- E. If you answered yes in question D above, did you identify any illicit discharges? Yes No
- F. If you answered yes in question E above, how many illicit discharges were detected during the reporting period: _____
- G. If you answered yes in question F above, did the illicit discharge result in an enforcement action? Yes No
 If yes, what type of enforcement action(s) was taken (check all that apply):
 Verbal warning Notice of violation Fines Criminal action
 Civil penalties Other (describe): _____

Minimum Control Measure 4: Construction Site Stormwater Runoff [V.G.4] (*Required fields)

The permit requires that each permittee **develop, implement, and enforce a program** to reduce pollutants in any stormwater runoff to your small MS4 from construction activities within your jurisdiction that result in a land disturbance of equal to or greater than one acre, including the disturbance of less than one acre of total land area that is part of a larger common plan of development or sale if the larger common plan will ultimately disturb one or more acres. [Part V.G.4.]

- A. The permit requires an erosion and sediment control ordinance or regulatory mechanism that must include sanctions to ensure compliance and contains enforcement mechanisms [Part V.G.4.a]. Indicate which of the following enforcement mechanisms are contained in your ordinance or regulatory mechanism and the number of actions taken for each mechanism used during the reporting period (enter "0" if the method was not used or "NA" if the data does not exist). **Check all that apply.**

Enforcement mechanism	Number of actions
<input checked="" type="checkbox"/> Verbal warnings	# 5
<input checked="" type="checkbox"/> Notice of violation	# 2
<input type="checkbox"/> Administrative orders	#
<input checked="" type="checkbox"/> Stop-work orders	# 1
<input type="checkbox"/> Fines	#
<input type="checkbox"/> Forfeit of security of bond money	#
<input type="checkbox"/> Withholding of certificate of occupancy	#
<input type="checkbox"/> Criminal actions	#
<input type="checkbox"/> Civil penalties	#
<input type="checkbox"/> Other:	#

- B. *Have you developed written procedures for site inspections? Yes No
- C. *Have you developed written procedures for site enforcement? Yes No
- D. *Identify the number of active construction sites greater than an acre in your jurisdiction during the reporting period year: 5
- E. *On average, how frequently are construction sites inspected (e.g., weekly, monthly, etc.)? biweekly
- F. *How many inspectors, at any time, did you have available to verify erosion and sediment control compliance at construction sites during the reporting period: 3

Minimum Control Measure 5: Post-construction Stormwater Management in New Development and Redevelopment [V.G.5] (*Required fields)

The permit requires each permittee to develop, implement, and enforce a program to address stormwater runoff from new development and redevelopment projects within your jurisdiction that disturb an area greater than or equal to one acre, including projects less than one acre that are part of a larger common plan of development or sale that discharge into your small MS4. Your program must ensure that controls are in place that would prevent or reduce water quality impacts. You must also select and implement a program of appropriate BMPs and measurable goals for this minimum control measure.

Note: The MS4 permit requirements associated with this minimum control measure were required to be fully developed and implemented by June 30, 2008.

- A. *Have you established design standards for stormwater treatment BMPs installed as a result of post-construction requirements? Yes No
- B. *Have you developed procedures for site plan review which incorporate consideration of water quality impacts? Yes No
- C. *How many projects have you reviewed during the reporting period to ensure adequate long-term operation and maintenance of permanent stormwater treatment BMPs installed as a result of post-construction requirements? [Part V.G.5.b.and Part V.G.5.c]. _____
- D. *Do plan reviewers use a checklist when reviewing plans? Yes No
- E. *How are you funding the long-term operation and maintenance of your stormwater management system? (Check all that apply)
- Grants Stormwater utility fee Taxes Other: _____

Minimum Control Measure 6: Pollution Prevention/Good Housekeeping for Municipal Operations [V.G.6] (*Required fields)

The permit requires each MS4 to develop and implement an operation and maintenance program that includes a training component and has the ultimate goal of preventing or reducing pollutant runoff from municipal operations. Your program must include employee training to prevent and reduce stormwater pollution from activities, such as park and open space maintenance, fleet and building maintenance, new construction and land disturbances, and stormwater system maintenance.

- A. *Indicate the total number of structural pollution control devices (for example-grit chambers, sumps, floatable skimmers, etc.) within your MS4, the total number that were inspected during the reporting period, and calculate the percent inspected. Enter "0" if your MS4 does not contain structural pollution control devices or none were inspected. Enter "NA" if the data does not exist:

	*Total number	*Number inspected	*Percentage
*Structural pollution control devices:	66	66	100

- B. *Did you repair, replace, or maintain any structural pollution control devices? Yes No
- C. *For each BMP below, indicate the total number within your MS4, how many of each BMP type were inspected and the percent inspected during the reporting period. Enter "0" if your MS4 does not contain BMPs or none were inspected. Enter "NA" if the data does not exist:

Structure/Facility type	*Total number	*Number inspected	*Percentage
*Outfalls to receiving waters:	493	493	100
*Sediment basins/ponds:	197	197	100
*Total	690	690	100

- D. Of the BMPs inspected in C. above, did you include any privately owned BMPs in that number? Yes No
- E. If yes in D. above, how many: _____

Section 7: Impaired Waters Review (*Required fields)

The permit requires any MS4 that discharges to a Water of the State, which appears on the current U. S. Environmental Protection Agency (EPA) approved list of impaired waters under Section 303(d) of the Clean Water Act, review whether changes to the SWPPP may be warranted to reduce the impact of your discharge [Part IV.D].

- A. *Does your MS4 discharge to any waters listed as impaired on the state 303 (d) list? Yes No
- B. *Have you modified your SWPPP in response to an approved Total Maximum Daily Load (TMDL)? Yes No
- If yes, indicate for which TMDL: _____

Section 8: Additional SWPPP Issues (*Required fields)

A. *Did you make a change to any BMPs or measurable goals in your SWPPP since your last report? [Part VI.D.3.] Yes No

B. If yes, briefly list the BMPs or any measurable goals using their unique SWPPP identification numbers that were modified in your SWPPP, and why they were modified: *(Attach a separate sheet if necessary.)*

C. *Did you rely on any other entities (MS4s, consultants, or contractors) to implement any portion of your SWPPP? [Part VI.D.4.] Yes No

If yes, please identify them and list activities they assisted with:

Owner or Operator Certification (*Required fields)

The person with overall administrative responsibility for SWPPP implementation and Permit compliance must certify this MS4 Annual Report. This person must be duly authorized and should be either a principal executive (i.e., Director of Public Works, City Administrator) or ranking elected official (i.e., Mayor, Township Supervisor).

*Yes - I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete (Minn. R. 7001.0070). I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment (Minn. R. 7001.0540).

*Name of certifying official: Mark Maloney

*Title: Director of Public Works

*Date: 05/29/2013
(mm/dd/yyyy)



PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to approve Resolution No. 13-52 accepting the bid from Allied Blacktop Company for the 2013 Street Seal Coating, City Project 13-04, and authorizes the Mayor and City Manager to execute a construction contract in the amount of \$ 233,974.00.

ROLL CALL: AYES _____ NAYS _____

JOHNSON _____

QUIGLEY _____

WICKSTROM _____

WITHHART _____

MARTIN _____

REGULAR COUNCIL MEETING
JUNE 17, 2013

t:/projects/sealcoat/2013/council/awdbid13

TO: MAYOR, CITY COUNCIL, AND CITY MANAGER
FROM: THOMAS L. HAMMITT
SENIOR ENGINEERING TECHNICIAN 
DATE: JUNE 12, 2013
SUBJECT: AWARD OF BID
2013 STREET SEAL COAT PROJECT
CITY PROJECT NO. 13-04

INTRODUCTION

Bids were received on June 6, 2013, for the 2013 Seal Coat Project. Award of a contract is required by the City Council.

BACKGROUND

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 in Zone 6 is attached for reference.

The City of Shoreview recently advertised for bids for the 2013 Seal Coat Project. This year's seal coating project consists of approximately 10 miles of streets. About 2.5 miles of Zone 6 streets were not included in this year's seal coating project. This is due to streets in the zone being reconstructed, some rehabilitated and one collector street was seal coated in last year's project.

The area of this year's project is generally the streets both north and south of I-694. Please refer to the attached map for the project location.

<u>Contractor</u>	<u>Amount</u>
Allied Blacktop Co.	\$ 233,974.00
Pearson Brothers Inc.	\$ 237,424.00

The City received two bids for this year's contract; this is typical as there are a limited number of vendors in this market who are capable or willing to perform this specialized work in accordance with the most modern materials and specifications. Allied Blacktop Company submitted the lowest bid. They bid on our project every year but this is the first year since 2010 that they are the low bid. They have completed projects for some surrounding cities every year as well as Shoreview in the past. City staff is recommending the contract be awarded to Allied Blacktop Company.

FUNDING

As was noted in the City Council report of May 6, 2013, staff was expecting bid prices comparable to last year's costs or slightly lower due to lower oil prices. The Capital Improvement Program originally allocated \$309,000 for the seal coating and an additional \$19,000 for the crack-sealing program in 2013.

While the costs for this type of work have risen over the years, staff believes that seal coating is still the most cost-effective pavement maintenance strategy for the majority of Shoreview streets. Since the funding levels and project specifications for our seal coating program were reevaluated in 2001, the City has made significant progress in maintaining the overall Pavement Condition Index (PCI) for city streets. This has been accomplished, while the negative impacts and resident concerns/complaints about seal coating have dramatically decreased.

PROJECT SCHEDULE

The project is anticipated to start in late June and take about three days of application. Final sweeping will occur within a week after seal coating.

RECOMMENDATION

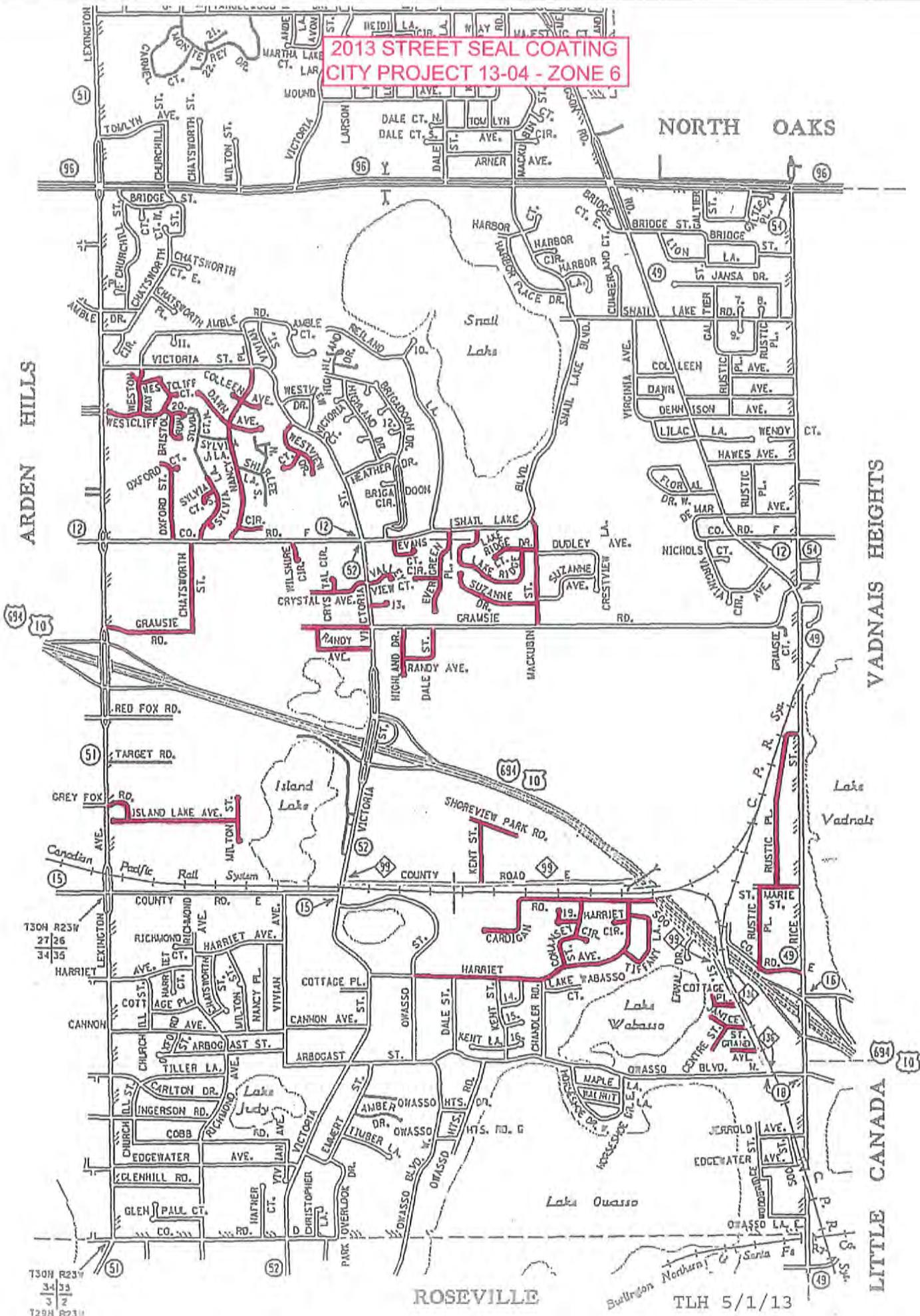
It is recommended that the City Council approve the award of bid to Allied Blacktop Company for the 2013 Seal Coat Project, City Project No.13-04 in the amount of \$233,974.00

tlh

#13-04

<t:/projects/sealcoat/2013/council/awdbid13>

2013 STREET SEAL COATING
CITY PROJECT 13-04 - ZONE 6



ARDEN HILLS

NORTH OAKS

VADNAIS HEIGHTS

LITTLE CANADA

ROSEVILLE

TLH 5/1/13

T30H R23W
27/26
34/35

T30H R23W
34/35
T29H R23W

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

HELD JUNE 17, 2013

* * * * *

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 June 17, 2013, 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. 13-52
APPROVING AWARD OF BID
2013 STREET SEAL COAT PROJECT
CITY PROJECT NO 13-04

WHEREAS, on June 6, 2013, bids were opened for the 2013 Street Seal Coat Project No. 13-04, and

WHEREAS, pursuant to an advertisement for bids for the improvement, bids were received, opened, and tabulated according to law, and the following bids received complying with the advertisement:

<u>Contractor</u>	<u>Bid Amount</u>
Allied Blacktop Company	\$ 233,974.00
Pearson Brothers Inc.	\$ 237,424.00

WHEREAS, the lowest responsible bidder appears to be Allied Blacktop Company

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

1. All bids were received as submitted on June 6, 2013, and
2. The Mayor and City Manager are hereby authorized and directed to enter into a construction contract for City Project 13-04, with the low bidder, Allied Blacktop Company in the amount of \$ 233,974.00.

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: All members present;

and the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted this 17th day of June, 2013.

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 17th day of June, 2013, 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 the approval of the Award of Bid for the 2013 Street Seal Coat Project, City Project 13-03.

WITNESS MY HAND officially as such Manager and the corporate seal of the City of Shoreview, Minnesota, this 18th day of June 2013.

Terry C. Schwerm
City Manager

SEAL

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to adopt Resolution No.13-56 accepting the low bid from North Valley, Inc. for the 2013 Street Rehabilitation and Gaston, Grove St. Albans Watermain Extension, City Projects 13-02 and 13-03 and authorize the Mayor and City Manager to execute a construction contract in the amount of \$ 3,331,357.44.

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

REGULAR COUNCIL MEETING
JUNE 17, 2013

TO: MAYOR, CITY COUNCIL, AND CITY MANAGER
FROM: GLEN M. HOFFARD, SENIOR ENGINEERING TECHNICIAN
DATE: JUNE 13, 2013
SUBJECT: RECEIPT OF BIDS AND AWARD OF CONTRACT FOR:
2013 STREET REHABILITATION AND THE GASTON, GROVE, ST.
ALBANS WATERMAIN EXTENSION, CITY PROJECTS 13-02 AND 13-03

INTRODUCTION

Sealed bids were received and opened on June 13, 2013, for the 2013 Street Rehabilitation and Gaston, Grove, St. Albans Watermain Extension, City Projects 13-02 and 13-03. The rehabilitation of the Wilson and McCullough Park parking lots are also included in the street rehabilitation project. Drawings showing the locations of the street segments are attached at the end of this report. Council action is required to award the construction contract.

DISCUSSION

On May 20, 2013, the City Council approved the plans and specifications and ordered the taking of bids for the 2013 Street Rehabilitation and Gaston, Grove, St. Albans Watermain Extension, City Projects 13-02 and 13-03. Accordingly, on June 13, 2013, four bids were received and opened for City Projects 13-02 and 13-03. 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 bids amounts are listed below:

<u>Contractor</u>	<u>Bid Amount</u>
North Valley, Inc.	\$ 3,331,357.44
Harddrives	\$ 3,440,799.89
T.A. Schifsky & Sons, Inc.	\$ 3,524,882.85
Bituminous Roadways, Inc.	\$ 3,859,434.00
Engineer's Estimate:	\$ 3,255,000.00

Given the above information, North Valley, Inc. is the lowest responsible bidder for the project. North Valley has performed work for the City in the past, most recently in 2007 on the Street Rehabilitation project, which included the same rehabilitation strategy of full depth reclamation with asphalt emulsion that has become the City standard for pavement rehabilitation. North Valley, Inc. has previously demonstrated that they have the necessary resources to complete the project.

BID RESULTS

The responsive low bid is within 2% of the engineers estimate. The low bid results in a total estimated project cost of \$ 3,588,000. 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 improvement based on the low bid:

<u>Item</u>	<u>Eng. Estimate</u>	<u>Bid Award</u>
MSA Street Construction	\$ 1,226,800	\$ 1,281,564
Local Street Construction	\$ 1,965,240	\$ 1,922,050
Water Main Extension (CP 13-03)	\$ 101,430	\$ 106,870
Wilson Park	\$ 124,430	\$ 113,812
McCullough	<u>\$ 161,100</u>	<u>\$ 163,704</u>
 Total Estimate Project Cost	 \$ 3,579,000	 \$ 3,588,000

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	
Bonding	\$ 2,500,000
MSA	\$ 700,000
<hr/>	
Wilson & McCullough Parks	
GFA Revolving Fund	\$ 281,000
Water Main Extension	
Assessments/Bonding	\$ 98,000
Water Fund	<u>\$ 9,000</u>
Total Estimated Funding	\$ 3,588,000

RECOMMENDATION

It is recommended that the City Council adopt the attached resolution accepting the low bid from North Valley Inc. for the 2013 Street Rehabilitation and Gaston, Grove, St. Albans Watermain Extension, City Projects 13-02 and 13-03 and authorize the Mayor and City Manager to execute a construction contract in the amount of \$ 3,331,357.44.

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

HELD JUNE 17, 2013

* * * * *

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 June 17, 2013, 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. 13-56

ACCEPTING THE LOWEST RESPONSIVE BID
AND AUTHORIZING THE EXECUTION OF A CONTRACT
FOR THE 2013 STREET REHABILITATION AND GASTON, GROVE,
ST. ALBANS WATER MAIN EXTENSION
CITY PROJECTS 13-02 & 13-03

WHEREAS, the City of Shoreview has programmed in the Capital Improvement Program for the 2013 Street Rehabilitation and Gaston, Grove, St. Albans Water Main Extension, City Projects 13-02 & 13-03, and

WHEREAS, pursuant to an advertisement for bids for the improvement of City Projects 13-02 & 13-03, bids were received, opened, and tabulated according to law, and the following bids received complying with the advertisement:

<u>Contractor</u>	<u>Bid Amount</u>
North Valley, Inc.	\$ 3,331,357.44
Harddrives	\$ 3,440,799.89
T.A. Schifsky & Sons, Inc.	\$ 3,524,882.85
Bituminous Roadways, Inc.	\$ 3,859,434.00
Engineer's Estimate:	\$ 3,255,000.00

WHEREAS, the City staff is recommending the City Council award the Bid to the lowest responsible bidder, North Valley, Inc.

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

1. All bids were received as submitted on June 13, 2013.
2. The Bid from North Valley, Inc., in the amount of \$ 3,331,357.44 is hereby accepted and the Mayor and City Manager are hereby authorized and directed to enter into a construction contract for City Projects #13-02 & 13-03 with the lowest responsible bidder, North Valley, 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 17th day of June 2013.

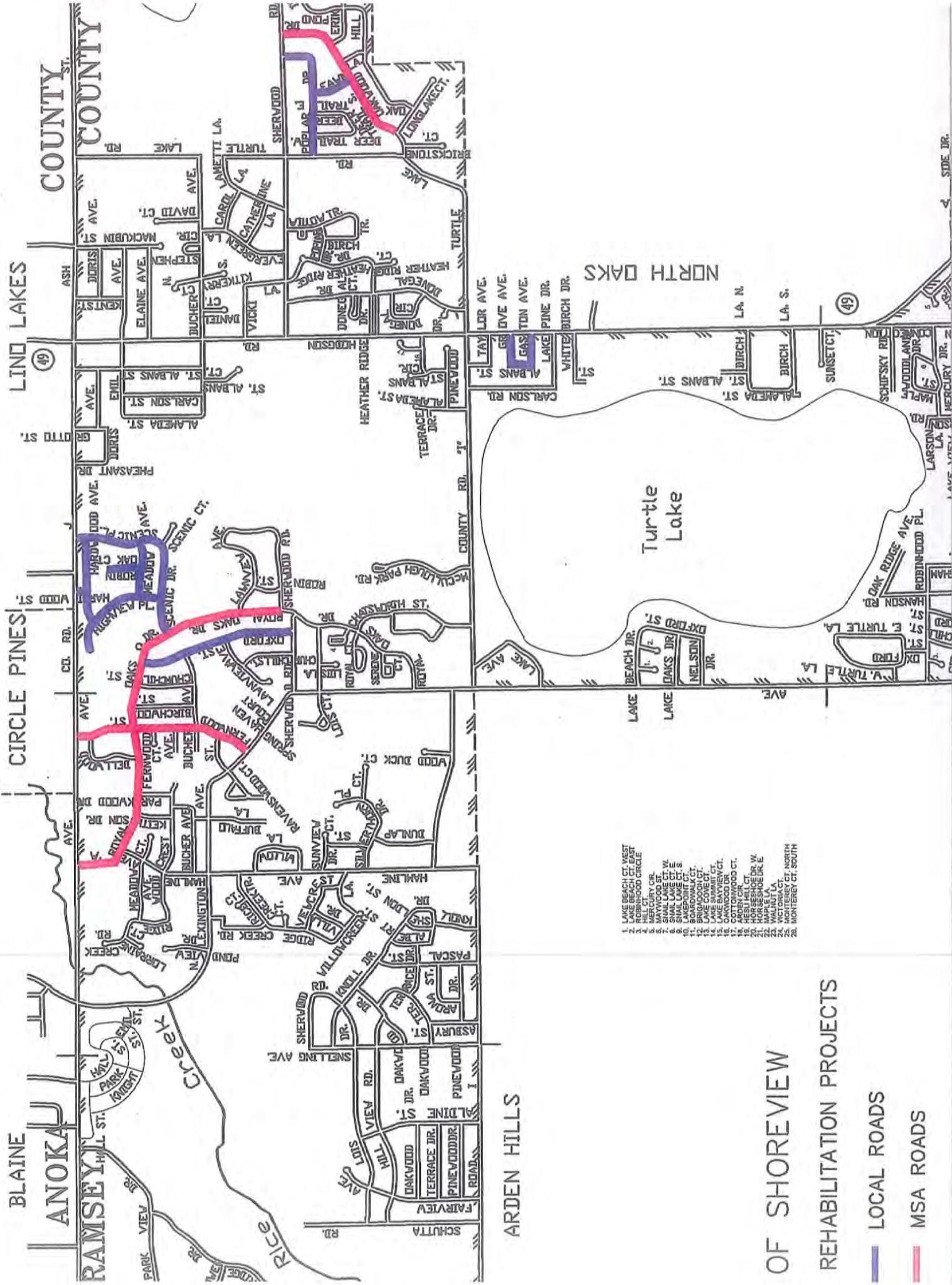
STATE OF MINNESOTA)
)
COUNTY OF RAMSEY)
)
CITY OF SHOREVIEW)

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 17th day of June, 2013, 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 Projects 13-02 & 13-03.

.....
WITNESS MY HAND officially as such Manager and the corporate seal of the
City of Shoreview, Minnesota, on this 18th day of June 2013.

SEAL

Terry Schwerm
City Manager



- 1 LAKE BEACH CT, WEST
- 2 LAKE BEACH CT, EAST
- 3 WESTWOOD CIRCLE
- 4 HILL CT
- 5 MERCURY CIR
- 6 WYANDOTT DR
- 7 SMALL LAKE CT, E
- 8 SMALL LAKE CT, S
- 9 LAKEPOINT CT
- 10 BOARDWALK CT
- 11 LAKE COVE CT
- 12 LAKE COVE CT
- 13 LAKE COVE CT
- 14 LAKE COVE CT
- 15 LAKE COVE CT
- 16 OAKWOOD DR
- 17 COTTONWOOD CT
- 18 HESTER CT
- 19 HESTER CT
- 20 HORSeshOE DR, W
- 21 HORSeshOE DR, E
- 22 WALNUT LA
- 23 VICTORY CT
- 24 MONTEREY CT, NORTH
- 25 MONTEREY CT, SOUTH

OF SHOREVIEW

REHABILITATION PROJECTS

— LOCAL ROADS

— MSA ROADS



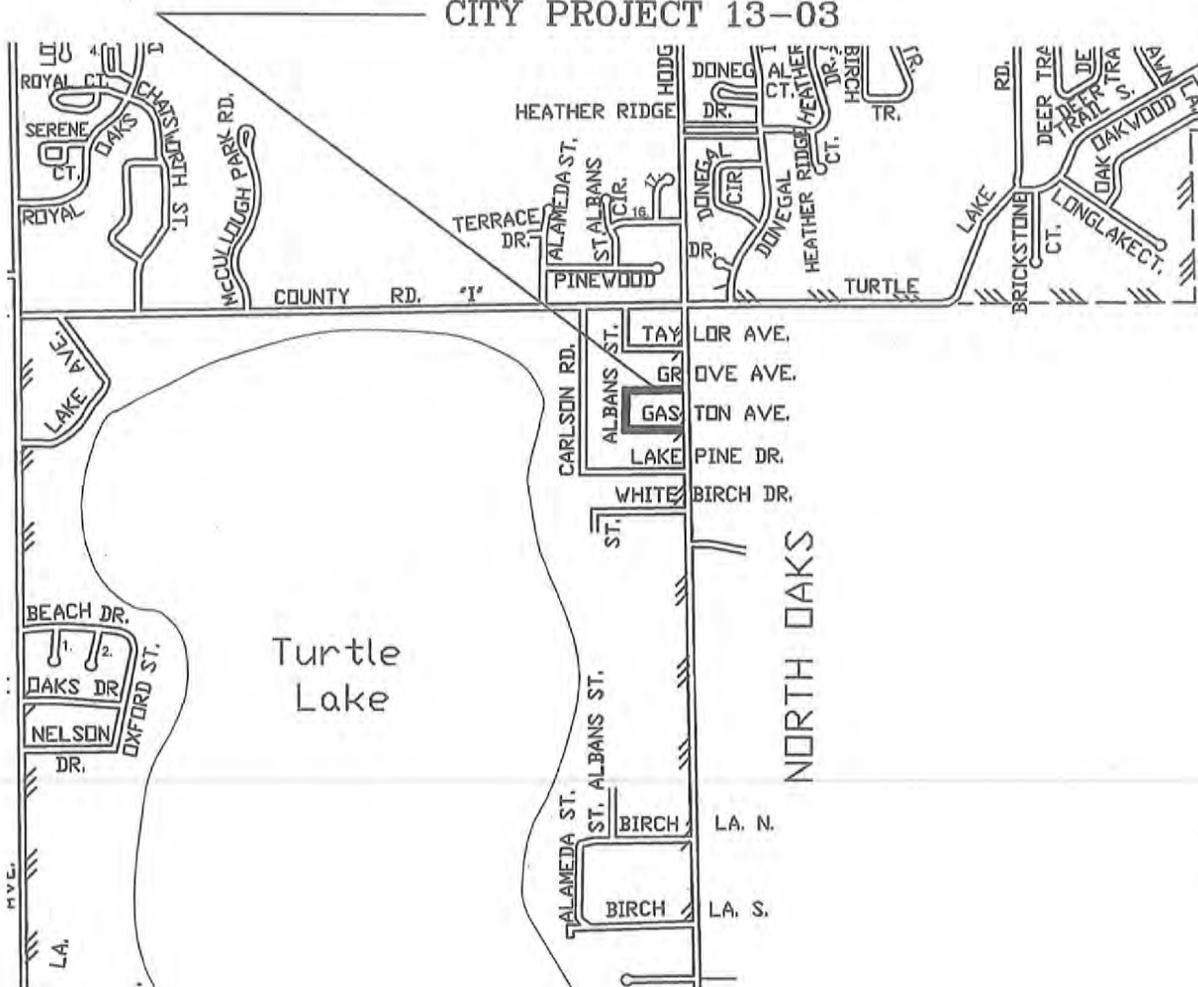
Shoreview

CITY OF SHOREVIEW

GROVE AVE. GASTON AVE.
AND ST. ALBANS ST.

WATERMAIN EXTENSION

CITY PROJECT 13-03



LOCATION MAP
EXHIBIT 1
DECEMBER 2012



NO SCALE

PROPOSED MOTION

MOVED BY COUNCIL MEMBER: _____

SECONDED BY COUNCIL MEMBER: _____

To adopt Ordinance #910 amending Section 714, Rental Licensing, related to inspections and license renewal applications and Exhibit B, Administrative Fee Schedule, adopting a reinspection fee, license transfer fee and penalty fees.

ROLL CALL: AYES _____ **NAYS** _____

Johnson	_____	_____
Quigley	_____	_____
Wickstrom	_____	_____
Withhart	_____	_____
Martin	_____	_____

Regular City Council Meeting
June 17, 2013

TO: Mayor, City Council and City Manager

FROM: Kathleen Nordine, City Planner

DATE: June 12, 2013

SUBJECT: Text Amendment – Section 714, Rental Licensing and Exhibit B

INTRODUCTION

Earlier this year, the Economic Development Authority reviewed the existing rental licensing program in response to the changing real estate market and increase in licenses issued. The discussion focused on how this increase in General Dwelling Unit Licenses has potentially impacted neighborhoods, the administration of the program and enforcement/inspection efforts. In response to the EDA's explored some modifications to the program which are being presented to the Council in the form of a text amendment to the current licensing requirements.

PROPOSED TEXT AMENDMENT

The amendments being presented to the Council are intended to improve the administration of the program and strengthen enforcement efforts. While the EDA considered other options, the amendments being presented include those that were supported by the Staff who are involved with the program operations. The following summarizes the proposed text amendment:

Inspections

Licensed dwelling units are inspected by the City's Housing and Code Enforcement Officer to ensure that the property is being maintained and use in accordance with the City's property maintenance and housing code as well as the licensing provisions. Those units that have a General Dwelling Unit License are inspected every other year while the units within the multi-family developments are inspected every three years. It has been the City's expectation that the property owner or resident agent attend the inspection because these individuals are legally the responsible party for ensuring that the property complies with applicable ordinance requirements. In some instances, it has been difficult to receive the commitment of the property owner or agent to attend. This can be problematic when a correction notice is issued for non-compliant conditions and subsequently gaining the commitment of the owner or resident agent to remedy the code violations.

To resolve this, language has been added to Section 714. Requiring the owner or resident agent to attend the inspection.

License Fees

Fees were adopted with this program when it was enacted in 2005; however, two of these fees are not included in Exhibit B, Administrative Fee Schedule. The proposed amendment includes both the Reinspection Fee of \$50.00 and the License Transfer Fee of \$30.00.

Penalty fees are also being proposed which may be charged with a license renewal. These include a \$75.00 fee for a late renewal application and a renewal application that has a delinquent municipal utility account. Licenses are annual and are valid from January 1st to December 31st of each year. A renewal application is required to be submitted prior to December 31st expiration date of the license. Currently, license holders who submit a late application are not penalized but require additional commitment from Staff who work with these license holders in an effort to receive the renewal application.

In accordance with the Code, a license cannot be renewed if the municipal utility bill is delinquent. When a delinquency is identified, the Staff will contact the property owner and inform them of the delinquency and will hold their application if the bill has a delinquency of \$100.00 or more. The license will be renewed when the delinquency is resolved. The establishment of penalty fees may reduce the number of late applications received and those applications that can't be renewed due to delinquent municipal utility bill. This should ease the administration of the program. The proposed \$75.00 penalty fee for both the late renewal application and delinquent municipal utility bill have been added to Exhibit B.

Crime-Free

The ordinance does provide a reduced fee incentive for Multi-family license holders who participate in the Crime Prevention Program. The program uses a unique three phase approach to maintain crime prevention goals:

Phase One – Management Training

Phase Two – Security Assessment: Physical Crime Prevention Survey of Premises

Phase Three – Resident Training: Annual Tenant Personal Safety Training and Crime Prevention

All of the complexes are working with the Sheriff's Department on their certification.

John Eastham, Crime Prevention Officer, has suggested that the City amend our current regulations to require a lease addendum for crime-free/drug-free housing. This addendum would apply to both the general dwelling unit licenses and the multi-family licenses. There are other

municipalities in Ramsey County that have adopted this requirement as part of their rental licensing ordinance. Section 714.040 (G) was added in response to this suggestion.

RECOMMENDATION

The proposed text changes are intended to assist with the administration of the program and enforcement efforts. The EDA has also indicated support for these revisions. Staff is recommending the City Council adopt Ordinance #910 and an ordinance summary for publication. If adopted, license holders will be informed of the changes during the inspection process and license renewal.

Attachments

- 1) EDA Minutes
- 2) Ordinance 910

Underlined text is proposed for addition
Stricken text is proposed for deletion

ORDINANCE NO. 910

AN ORDINANCE TO AMEND CHAPTER 700 OF THE MUNICIPAL CODE AND EXHIBIT B, ADMINISTRATIVE FEE SCHEDULE

The Shoreview City Council ordains that Chapter 700, Licensing, is hereby amended as follows: Section 714, Rental Licensing, pertaining to the conditions of the license. The amendment hereby follows:

CHAPTER 700, LICENSING

Section 714, Rental Licensing

714.30 General Licensing Provisions.

- (C) License Fees. Licensing fees shall be prescribed, from time to time, by Council Resolution, and maintained on file in the office of the City Manager. The required fees shall be submitted along with the application for a new or renewal license. Applications for a renewal license submitted after the license term expiration are subject to a penalty fee. Submitted applications for a renewal license that have a delinquent utility account for the dwelling are subject to a penalty fee.

714.040 Conditions of License. Dwelling unit rental licenses shall be issued subject to the following conditions:

- (C) Inspections. No dwelling unit rental license shall be issued or renewed unless the Owner of the rental unit(s) agrees in the application to permit inspections of said unit. It shall be the responsibility of the operator or agent to inform tenants of the scheduled inspections. The license holder and or designated resident agent shall be present for scheduled inspections. The City reserves the right to perform or require additional inspections if deemed necessary by the City or at the request of the tenant.
- (G) Crime Fee/Drug Free Lease Addendum. All tenant leases signed following the enactment of this section, except for state-licensed residential facilities and subject to all preemptory state and federal laws, shall contain the following Crime Free Housing Addendum language:

- (1) Resident, any members of the resident's household or a guest or other person under the resident's control shall not engage in illegal activity, including drug-related illegal activity, on or near the premises. "Drug-related illegal activity" means the illegal manufacture, sale, distribution, purchase, use or possession with the intent to manufacture, sell, distribute, or use of a controlled substance (as defined in Section 102 or the Controlled Substance Act (21 U.S.C. 802) or possession of drug paraphernalia.
- (2) Resident, any members of the resident's household or a guest or other person under the resident's control shall not engage in any act intended to facilitate illegal activity, including drug-related illegal activity, on or near the premises.
- (3) Resident or members of the household will not permit the dwelling unit to be used for, or to facilitate illegal activity, including drug-related illegal activity, regardless of whether the individual engaging in such activity is a member of the household.
- (4) Resident or members of the household shall not engage in the manufacture, sale, or distribution of illegal drugs at any locations, whether on or near the dwelling unit premises or otherwise.
- (5) Resident, any member of the resident's household or guest or other person under the resident's control shall not engage in acts of violence or threats of violence, including but not limited to the unlawful discharge of firearms, prostitution, criminal street gang activity, intimidation, or any other breach of the rental agreement that otherwise jeopardizes the health, safety and welfare of the landlord, his agents or tenants.
- (6) Violation of the above provisions shall be a material violation of the lease and good cause for immediate termination of tenancy.

The Shoreview City Council ordains that Exhibit B, Administrative Fee Schedule, pertaining to fees associated with a Rental License. The amendment hereby follows:

EXHIBIT B, ADMINISTRATIVE FEE SCHEDULE

RENTAL HOUSING LICENSE

<i>Late Application Fee – Renewal of License</i>	<i>\$75.00</i>
<i>Delinquent Municipal Utility Bill – Renewal of License</i>	<i>\$75.00</i>
<i>Reinspection Fee</i>	<i>\$50.00</i>
<i>License Transfer Fee</i>	<i>\$30.00</i>

Effective Date. This ordinance shall become effective the day following its publication in the City's official newspaper.

Publication Date. Published on or after June 26, 2013.

SEAL

Sandra C Martin, Mayor

Quigley suggested the work plan not be finalized until after the City Council goal-setting session to make sure work priorities are aligned with City Council goals.

DRAFT 2012 EDA ANNUAL REPORT

Comments from Board members regarding the draft Annual Report should be sent to Simonson within the next two weeks. Revisions will be in the March meeting packet.

HOUSING PROGRAM DISCUSSION

Rental Licensing Program

City Planner Nordine stated that the Rental Licensing Program was adopted in 2003, due to the increase in rental properties and issues surrounding them. Since implementation of the program, annual licenses have more than doubled from an initial 200 to over 500 general dwelling unit licenses. Rentals are found throughout the City with a higher concentration in townhouse complexes and apartment buildings.

Johnson noted that as the population ages and younger people don't sell their property but rent it, rentals will continue to go up.

The program is labor intensive. Each year landlords are notified for license renewal. Follow-up is done on those who do not renew by the deadline. It is required that utility bills be current. Conduct issues are dealt with by letter. If the problem continues, landlords are notified for follow up. The program has resulted in a better communication process between the City and landlords.

Quigley stated that he would like to see the program restructured to lighten staff workload. Ms. Nordine stated that new software is helping significantly, and has improved customer service with the applicants.

Withhart asked the schedule for inspection. Nordine stated that inspections are done every other year on half of the properties. One-third of multi-family units are done every year in February. One problem is follow-up inspections to make sure the property is in compliance for the license. The City has only one inspector who is also responsible for code enforcement issues. The fee is \$75 per year. The legal court process takes 18 months, if a license is revoked. Consideration is being given to late charges for fees not paid on time because of the amount of time it takes to legally pursue payment.

Withhart asked if the jump in rental units is due to new homes being put on the rental market or the discovery that a license is needed. Nordine explained that staff is proactive in tracking down rental properties. All are required to participate in an anti crime multi-housing program. Participation in a crime-free prevention program makes landlords eligible for a fee discount. The reason some complexes do not follow through is because of the expense to meet requirements.

Withhart asked the number of police calls. Nordine answered, 1% or less. He then asked if there is something the Board or Council can do to give staff better leverage. The goal is to maintain quality housing stock. Simonson said that while staff periodically conducts internal review of the procedures to see how the program licensing and enforcement can be more efficient and effective, they don't foresee any drastic changes. The greatest resource challenge is that the one staff person responsible for the rental licensing inspections is also the primary code enforcement staff member.

Marsh asked if there is a cap on the number. Ms. Nordine answered, no. Simonson stated that the City Attorney has questioned a city's authority to set a cap in any particular neighborhood. Withhart noted that if an overall cap was set, some rental units would exist underground. Staff was asked to be sure that the City is covering costs with the rental licensing program and to look into policies used by other cities.

Home Energy Improvement Loan Program

Simonson referred Board members to a chart showing a number of loan programs available to homeowners for property renovation and improvement. The Housing Resource Center (HRC), administrator of the City's Home Energy Improvement Loan, has indicated that liberal income eligibility, no equity requirement and the forgiven interest option on energy improvements makes Shoreview's loan program competitive with other programs. Other programs, however, do have a higher cap on the amount that can be borrowed. One challenge is that many homes in Shoreview were built in the 1960s and 1970s, and tend to be split level homes or ramblers. If the loan program expands to exterior or interior improvements beyond energy related improvements, the maximum loan would still be \$20,000. Both the loan limit and overall fund could be a detriment to the goals of expanding the program. Simonson said another option the EDA could consider is to create another loan program that is for more general fix-up of older homes and could even include a rebate component which has proven attractive in other communities.

The Board discussed consideration of expanding the loan program to include cosmetic renovation and exterior improvements, which would also add value to the property. The HRC has a Rehab Incentive Program, which allows loans to exceed the \$20,000 amount in Shoreview's home energy loan program. The HRC loan allows a rebate on projects completed. This program is very successful. Loans can be deferred over a period of time or forgiven at the time of sale of the home.

Marsh stated that he believes it would be beneficial to broaden the program to include renovations that are essential, but he would not support something like kitchen remodeling, which is very subjective.

Quigley stated that he would like to see the City do whatever it can to get younger property owners involved, and expanding the loan program would be one way. He would support an expansion to include exterior improvements and listed home repairs.

It was the consensus of the Board to have staff draft an expanded program with listed items that would be eligible for review at the March 2013 meeting. Eligible items that would be included

additional funding sources to supplement the program if the new guidelines prove popular with homeowners.

It was the consensus of the EDA Board to change the name of the loan program to Shoreview Home Improvement Loan Program.

MOTION: by Johnson, seconded by Marsh, to approve the additional items that would qualify under the Home Energy Improvement Loan Program as presented and with the changes discussed, and that the program be renamed the Shoreview Home Improvement Loan Program.

VOTE: Ayes - 5 Nays - 0

Rental Licensing Program

Nordine stated that in response to the Board's previous discussions regarding the increase of rental licenses, specifically for dwelling units and how that impacts neighborhoods, staff has looked at potential changes to the ordinance. Currently, the licensing term is one year. There are 540 general dwelling unit rental licenses. Staff spends a great amount of time sending out second and third notices for renewal of the license. One consideration would be to change the license term to two years. The licenses could be split so only half the number are due any one year. The fee is \$75 per year, and that could be changed to \$150 for a two-year license. One concern with this suggestion is the loss of continuity in communicating with license holders.

Withhart suggested sending license holders an annual letter of updated information.

Quigley suggested a provision that the City retains the option to renew the license annually. Nordine noted that there is a revocation process.

Nordine stated that penalty fees could be incorporated into the ordinance for late license renewals and as an incentive to bring utility bills current. Also, a fee could be charged when a unit is converted from owner-occupied to rental. The rationale is because of the time it takes to educate the property owner on the rental process and inspect the property.

Withhart added that there should be a penalty fee for property owners renting without a license, not when there is a conversion. He would rather encourage landlords to be in the rental licensing program.

Staff will develop a fee structure and bring it back to the EDA for review.

Nordine noted that all eight multi-unit complexes in Shoreview are working with the Sheriff's Department in the Crime Prevention Program that includes management training, security assessment and resident training. Landlords who participate in this program are eligible for a reduced licensed fee.

Four of the eight complexes (the senior housing complexes) are designated smoke-free. Staff is considering a similar incentive of a reduced fee to encourage all complexes to be designated as smoke-free.

A cap on rental licenses has been considered and reviewed by the City Attorney. The City has the authority to implement a cap, but it should be related to negative impact to neighborhoods. As no negative impact conditions exist at this time, a rental housing cap is not recommended.

BUSINESS AND DEVELOPMENT UPDATES

Lakeview Terrace (Midland Plaza Redevelopment): Simonson reported that the City is still waiting to execute the final agreements for the project. The project is also waiting for the developer to provide the necessary information for Ramsey County to set the value of the project. The City Council authorized bids and received a bid that is \$100,000 less than the Engineer's Estimate. However, the Council will not be asked to award the bid until the final agreement documents are executed.

McGuire Property Condemnation Action: The City Council will hold a public hearing on formalizing the condemnation authorization. The property owner has been notified of the hearing. The City continues to work for an amicable agreement. A search warrant was administered, and the property was found to be uninhabitable. The property owner can no longer live there. The neighborhood has been notified.

Legislation Update: Simonson stated that the provisions for a sunset repeal on Housing Improvement Areas and special authority for TIF changes did not make it into the draft bill at the House Tax Division and may not be in the final tax bill. This means there may not be any further extension.

Information was distributed to the Board about an Arden Hills project called Lexington Station which includes the redevelopment of the Blue Fox and an interior road that could link to Lexington Avenue with the south access drive of Target.

ADJOURNMENT

MOTION: by Quigley, seconded by Johnson, to adjourn the meeting at 6:52 p.m.

VOTE: Ayes - 5 Nays - 0