

**CITY OF SHOREVIEW
AGENDA
REGULAR CITY COUNCIL MEETING
May 5, 2014
7:00 P.M.**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF AGENDA

PROCLAMATIONS AND RECOGNITIONS

--Recognition of National Police Week 2014

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 or citizen so requests, in which event the item will be removed from the Consent Agenda and placed elsewhere on the agenda.*

1. April 14, 2014 City Council Workshop Meeting Minutes
2. April 21, 2014 City Council Meeting Minutes
3. Receipt of Committee/Commission Minutes—
 - Economic Development Commission, March 18, 2014
 - Parks and Recreation Commission, March 27, 2014
 - Economic Development Authority, April 7, 2014
 - Environmental Quality Committee, April 28, 2014
 - Bike and Trails Committee, May 1, 2014
4. Verified Claims

5. Purchases
6. License Applications
7. Approval of Ordinance Amending Council Salaries
8. Approve Maintenance Agreement between City and Rice Creek Watershed District—Hanson/Oakridge Neighborhood Reconstruction, CP 14-01
9. Parking Restrictions on Floral Drive—County Road F/Demar/Floral Reconstruction, CP 12-01
10. Authorize Advertisement for Bids—2014 Seal Coat Program, CP 14-04

PUBLIC HEARING

GENERAL BUSINESS

11. Accept Bids and Authorize Construction Contract—Hanson/Oakridge Neighborhood Reconstruction, CP 14-01
12. Resolution Ordering Preparation of and Establishing Cost Participation Policy for a Preliminary Engineering Report for Turtle Lake Augmentation

STAFF AND CONSULTANT REPORTS AND RECOMMENDATIONS

SPECIAL ORDER OF BUSINESS

ADJOURNMENT

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

City of Shoreview

Proclamation

WHEREAS, there are approximately 900,000 law enforcement officers serving in communities across the United States, including the dedicated members of the **RAMSEY COUNTY SHERIFF'S OFFICE**;

WHEREAS, nearly 60,000 assaults against law enforcement officers are reported each year, resulting in approximately 16,000 injuries;

WHEREAS, since the first recorded death in 1791, almost 20,000 law enforcement officers in the United States have made the ultimate sacrifice and been killed in the line of duty, including **FOUR** members of the **RAMSEY COUNTY SHERIFF'S OFFICE**;

WHEREAS, the names of these dedicated public servants are engraved on the walls of the National Law Enforcement Officers Memorial in Washington, D.C.;

WHEREAS, 286 names of fallen heroes are being added to the National Law Enforcement Officers Memorial this spring, including 100 officers killed in 2013 and 186 officers killed in previous years;

WHEREAS, the service and sacrifice of all officers killed in the line of duty will be honored during the National Law Enforcement Officers Memorial Fund's 26th Annual Candlelight Vigil, on the evening of May 13, 2014;

WHEREAS, the service and sacrifice of all officers killed in the line of duty will be honored during the **MINNESOTA LAW ENFORCEMENT MEMORIAL ASSOCIATION'S** Annual Candlelight Vigil, on the evening of May 15, 2014;

WHEREAS, the Candlelight Vigil is part of National Police Week, which takes place this year from May 11-17;

WHEREAS, May 15 is designated as Peace Officers Memorial Day, in honor of all fallen officers and their families;

WHEREAS, the service and sacrifice of **RAMSEY COUNTY SUBURBAN LAW ENFORCEMENT** officers killed in the line of duty will be honored during the **SUBURBAN RAMSEY COUNTY LAW ENFORCEMENT MEMORIAL CEREMONY**, on May 12, 2014;

THEREFORE, BE IT RESOLVED that the **SHOREVIEW CITY COUNCIL** formally designates May 11-17, 2014, as Police Week in **THE CITY OF SHOREVIEW**, and publicly salutes the service of law enforcement officers in our community and in communities across the nation.

Sandra C. Martin, Mayor
May 5, 2014

**CITY OF SHOREVIEW
MINUTES
CITY COUNCIL WORKSHOP MEETING
April 14, 2014**

CALL TO ORDER

Mayor Martin called the workshop meeting of the Shoreview City Council to order at 7:00 p.m. on April 14, 2014.

ROLL CALL

The following attended the meeting:

City Council: Mayor Martin; Councilmembers Johnson, Quigley, Wickstrom and Withhart

Staff: Terry Schwerm, City Manager
Tom Simonson, Asst. City Manager/Community Development Director
Kathleen Castle, City Planner
Mark Maloney, Public Works Director
Niki Hill, Economic Development Planning Technician

Economic Development Authority: Councilmember Ben Withhart, President
Councilmember Emy Johnson
Councilmember Terry Quigley
Sue Denkinger
Gene Marsh

Planning Commission: Steve Solomonson, Chair
Deb Ferrington
Brian McCool
Pat Schumer
Elizabeth Thompson

HKGi (Hoisington Koepler Group, Inc.) Bryan Harjes
Rita Trapp, Project Manager

JOINT DISCUSSION WITH PLANNING COMMISSION AND ECONOMIC DEVELOPMENT AUTHORITY TO REVIEW HIGHWAY CORRIDOR TRANSITION STUDY

This study is a result of the EDA's request that staff look at residential land uses adjacent to arterial corridors in the community and the impacts of noise and speed on adjacent land uses.

The study is to develop strategies to maintain residential areas along those corridors if deemed feasible.

The first phase of the study identified the residential corridors in the community with background data. The second and current phase is to develop conceptual land use plans for specific areas in each of the corridors that potentially could redevelop.

HKGi Consultant Rita Trapp stated that a market analysis was done for each corridor in the first phase.

The purpose of this meeting is to reach consensus on a concept plan for each study area:

- Tanglewood
- Rice Street
- Hodgson
- County Road J
- Highway 96

Phase 3 of the study will refine the concepts based on this discussion. Implementation strategies will then be identified.

Tanglewood

The lot adjacent to Oak Hill Montessori has sufficient lot depth for a multi building townhouse development. Redevelopment could be staged based on available parcels. The core issue is access. Driveway access from Hodgson is reduced by consolidating access to key intersections. Oak Hill Montessori has indicated potential interest in expanding and purchasing more property. HKGi shows viable redevelopment with townhomes that could be staged with the three available properties. Traffic circulation would be planned from a single access off Hodgson.

Councilmember Quigley stated that it is his understanding that the owner of the lot north of the Montessori school has committed to sell it to the school.

Mr. Simonson stated that the undeveloped property marked “Future” is now part of the Montessori school property, and another lot may be purchased. The next lot abutting the Montessori school property is what is identified as Project A.

Mr. Harjes noted that the Project A lot is the one with direct access to Hodgson. Shared interior access points are planned between the three project area sites.

Councilmember Johnson asked if only townhomes are being considered. Ms. Trapp stated that other concepts were considered, but the marketplace shows townhomes to make the most sense for this property. Mr. Harjes added that the size and scale of the lots makes them work best for townhome development or possibly one-level patio homes.

Rice Street

Four project areas are identified in this corridor. Redevelopment is dependent on the interchange improvements of Rice Street and I-694 and the need for right-of-way. The design of the new interchange is not yet known. North of I-694 has potential for mixed use development with high density residential and less commercial than now exists. It is a priority to preserve the single-family residential area north of the existing commercial area.

South of I-694 will continue to focus on retail at the Rice Street and Owasso Lane intersection. That site provides the most potential for redevelopment with live/work opportunities. Redevelopment north of Owasso along the interstate is constrained because of lack of access. There is opportunity for commercial development south of the utility building with shared and/or reduced parking.

The market indicates potential for horizontal mixed use at Project A. Two existing single-family homes are oriented to the south unlike surrounding residential homes. There would be potential to redevelop that part of the parcel into higher density residential use. The other part of this site could focus on commercial. There would be enough land for two individual projects.

Project B has a narrow parcel depth. This site sits up against the rail line and presents challenges for access and good service. There could be potential for possibly three smaller retail sites that could fit together with shared access and drive space.

Project C is immediately south of Project B. This site potentially could be split into two lots with new development on the southern lot.

Project D has the most potential for a live/work opportunity with townhouse development. However, it will be difficult because of the rail lines.

Councilmember Wickstrom expressed concern about access to Project D. The area is hilly and the road is busy. Mr. Harjes agreed that the irregular depth of the lots makes it difficult for development and circulation. This plan would consolidate access for two of the proposed redevelopment areas.

EDA Member Denkinger noted that as a live/work area, there would be deliveries to Project D. She asked how that would work with the inability to go behind the proposed buildings because of the rail line. Mr. Harjes responded that further study will be done to see if two points of access would be possible and if rear circulation can be achieved.

Councilmember Quigley noted that utilities rarely give up land and asked if it is realistic to think that parking could be expanded in Project A. Mr. Harjes stated that to redevelop the parcel where there is a stand-alone single-family house, it would be necessary to acquire some portion of land now owned by the utility.

Councilmember Withhart asked if any redevelopment plans were considered for the area north of Project A. Mr. Harjes stated that the focus was only on Project A and the three sites south of it.

The neighborhood to the north is doing well. There may be a median impact to the first two or three homes to the north as a result of the interchange design.

Mayor Martin asked the reason the existing gas station is not included in the redevelopment plan for Project A. She also questioned whether there is enough land for an apartment development on the western portion of Site A. Ms. Trapp noted that the retail that now exists is not very strong. The focus is not on retail as much as high density residential.

Mayor Martin stated that the neighborhood to the north of Project A is very cohesive and long established of 50 or 60 years. The residents like the neighborhood just the way it is, and there will be concern if high density residential redevelopment is proposed. City Manager Schwerm stated that what is being presented are concept possibilities. Project A could also be small scale office buildings rather than multi-family residential.

Hodgson Road

Most of the Hodgson corridor between Gramsie and Highway 96 will remain single-family residential. There are a few opportunities for redevelopment. The lot depths and configuration make it difficult for a large redevelopment project. A high priority is the need for consideration of needed trail and sidewalk improvements to minimize impacts to homes when Hodgson Road improvements are done. Improved connectivity with trails and sidewalks should balance impacts to front yard depths with the redesign of Hodgson Road. Additional trail connections to Snail Lake Regional Park would be an enhancement for these neighborhoods.

Three possible redevelopment projects are identified. Project A is adjacent to Sitzer Park and a church. Should the church move, there may be an opportunity to either expand the park, or redevelopment with single-family residential or townhomes.

Project B is surrounded by single-family residential with access from Hodgson Road. This project would be an opportunity for additional single-family homes.

Project C is on the south side of a church at Hodgson and Gramsie. The church plans to remain in that location. The parcel that is on east side of Hodgson at Gramsie is difficult because Ramsey County owns easement for storm water management. There may be an opportunity for a small commercial development. If the parcel is split, there could be a Project D on the west side of Gramsie with high density residential.

Councilmember Wickstrom asked if the power lines were taken into consideration. Mr. Harjes answered that they have not been considered, but further study will be done on that issue.

Mayor Martin noted that the church has been interested in the past for possible redevelopment in Project A. Sitzer is the smallest City park, and she would prefer the option to expand the park, if it would be possible.

Councilmember Withhart noted that when the church was built, the property was split for the church and the parsonage. He agreed that expansion of the park would be the best option, if there is an opportunity.

Councilmember Quigley asked the consultants' experience on such projects with neighborhood reaction. When word gets out about redevelopment possibilities, it is often distorted and he would like to be sure there is a plan to address that issue. Mr. Harjes stated that it is up to the City to decide how the message is given to the public. The message needs to be clear with the assurance that there is no intent of eminent domain. These options are presented to help with bigger decisions of land use, transportation and infrastructure. Mr. Schwerm further stated that even if Policy Development Areas (PDAs) are incorporated into the Comprehensive Plan, the City can identify preferred types of development that protects home values. These plans and information would potentially enhance property value.

Ms. Trapp explained that the purpose of this study is not for a Comprehensive Plan amendment or change at this time. It is a framework to use. The next stage of the study will address public reaction.

Councilmember Withhart asked the reason Gramsie Square was not included. Ms. Trapp stated that the commercial businesses there are doing well. Mr. Simonson agreed that it is a viable retail site. He noted that this is one of the most problematic corridors with the least opportunity to transition land uses. This study provides information on design options to protect neighborhoods when Ramsey County reconstructs the road.

County Road J

This area consists of established single-family neighborhoods with small lots and wetlands that limit redevelopment. The area at the intersection of Hodgson and County Road J is likely to continue as a neighborhood commercial node that will be impacted by development in Lino Lakes to the north. Project A shows potential for high density residential along County Road J. Medium density residential would also work with the limited lot depths and would create a transition between single family homes and the commercial node. Although the wetland is limiting, mitigation and site design can facilitate redevelopment. Trail gaps in this area need to be connected. Consolidation of access points over time would be a priority. It may be possible to use one lot depth to provide access to the rear.

Project C is similar with a four parcel area that could be a larger project with office uses. An extension to Emil Avenue would improve access to Hodgson from the east side. The goal is to provide a logical location for residents to make a left turn onto Hodgson.

Councilmember Withhart asked if Project E is a proposal to build an alley. Mr. Harjes answered that potentially an alley could eliminate so many driveways onto Hodgson. Residents would have a walk up address off Hodgson with garages feeding off the back alley. That could only come with redevelopment. The individual parcels today all have access to Hodgson. It would take a long time.

Councilmember Quigley asked about plans in Lino Lakes. Ms. Trapp stated that there are a couple of plans that have been discussed, but there are no development proposals.

Planning Commission Chair Solomonson suggested a noise wall may be required because of the proximity to the highway, similar to what was done on Tanglewood.

Councilmember Johnson asked if further information is known about the County's plans for Hodgson Road. Mr. Schwerm responded that he does not anticipate much upgrade to County Road J east of Hodgson. Road improvements in that area would require significant property acquisition, which makes it unlikely. Mr. Maloney added that the land uses between Hodgson and Centerville Road are not anticipated to change enough to have a significant impact on traffic volumes. County Road J is a border between two counties that have very different priorities for transportation.

Councilmember Wickstrom expressed doubt that Project B, townhomes with an alley entrance, would work because the residents of the older homes in that area have done significant work to maintain them. She would like to see a senior building at Project D, but there are significant transit issues for that to happen. Project D will take a long time to redevelop because the homes are newer, and there will be push back from residents in the neighborhood.

Councilmember Quigley stated that out of the whole study, County Road J would be his lowest priority.

Councilmember Johnson stated that even though development in Lino Lakes is unknown, she sees the concepts for County Road J as an opportunity to increase residential opportunities in Shoreview in the long term.

Highway 96

This is an attractive location for redevelopment because of the nearby amenities with Snail Lake to the south and the connection to the civic campus and Shoreview Commons Park to the north. Because of the parcel configuration, redevelopment would most likely occur in multiple phases. Project A is on the north side of Highway 96 and is where the biggest stretch of higher density residential would be possible along Highway 96 to serve as a transition to single-family residential to the north.

Project C anticipates a variety of commercial development options that would take advantage of lake views, such as restaurants. There is also potential for added commercial with the adjacent office park and visible location on Highway 96.

Project B is institutional property and could offer further opportunity for lakeside commercial to take advantage of the lake view. Should Gospel Hill relocate, there would be an opportunity for medium density residential on Highway 96. A second option would be to develop commercial along Highway 96.

Mayor Martin commended the inclusion of a trail along the lake. She asked if upscale townhouses or condominiums were considered to reduce access onto Highway 96. Mr. Harjes stated that would definitely be a possibility. High density is focused on Highway 96 with medium density closer to the water where it will blend in better with the neighborhood.

Councilmember Wickstrom stated that she likes what is proposed for the north side of Highway 96. What is proposed for the south side will be very difficult, as people who live there have invested significantly to turn cabins into year-round homes. She further noted that transportation is a key element to all of these redevelopment concepts.

Councilmember Johnson asked if there are indicators that townhomes will come back into the market. Ms. Trapp stated that was a concern of the study team because most of the study areas are best suited for townhome redevelopment. What is happening is that as prices rise on single-family homes, townhomes are becoming a vital part of the market again.

Mayor Martin stated that this long-range planning and looking at possibilities for the future helps decision making. This is how the existing PDAs in the Comprehensive Plan were identified and adopted.

Ms. Denkinger stated that she likes the cottage industry concept of retail on the ground floor and living areas above. It would appeal to some who otherwise would not be attracted to live in Shoreview.

Planning Commissioner Thompson added that she sees cottage industry as providing attractive little restaurants in the Snail Lake area that could be pedestrian destinations.

Planning Commissioner Solomonson stated that he does not see townhomes as much of a transition. Townhomes tend to be isolated which is a concern, and the areas studied are tricky locations to provide access.

Ms. Trapp stated that the concepts will be refined based on the discussion at this meeting, and implementation strategies will then be presented.

Mayor Martin called a short break and reconvened the meeting.

DISCUSSION REGARDING PRELIMINARY ENGINEERING REPORT FOR TURTLE LAKE AUGMENTATION

Presentation by Public Works Director Mark Maloney

At the last meeting with the Turtle Lake Homeowners Association, the Council was moving toward some type of cost-share approach. A feasibility study is realistically in the cost range of \$100,000, and an augmentation project as a result of the feasibility study in the cost range of \$1.5 million to \$2 million.

Mayor Martin stated that her concern about City participation is about whether this is a viable project. She asked if the feasibility study could be staged in a way to answer certain questions

and not commit the entire \$100,000. Once certain questions are answered positively, another portion of the \$100,000 would be committed to the next phase of the feasibility study. If the augmentation project is shown to be not viable, the feasibility study would be suspended. Mr. Maloney agreed that it makes no sense to spend \$100,000 on a study if there is no project, and he would be able to structure the feasibility study in stages.

Councilmember Quigley stated that he would like to see itemized costs as part of the feasibility study so that further discussion is possible before significant money is spent.

Mr. Schwerm stated that one concern is that augmentation may impair water quality in Turtle Lake. The source of water will have to be evaluated.

Councilmember Quigley asked what the sources of water would be and the different costs associated with those sources. Mr. Maloney explained that the feasibility study would have to show comparison costs, such as the cost of addressing invasive species from one source compared to the cost of more infrastructure needed with another source.

Councilmember Johnson asked if the City's cost share of \$10,000 or \$20,000 is budgeted. Mr. Schwerm stated that it is not budgeted, but there is a balance in the Surface Water Fund, which would pay for the City's share. He would not anticipate any impact to projects in the CIP or a raise in rates as a result of a relatively small one time expenditure for the feasibility study.

Councilmember Wickstrom stated that the City paid 50% for augmentation to Snail Lake because it was a dying lake. Without augmentation, there would be no Snail Lake. That is not the case with Turtle Lake, and she would want to see the City's cost be far less than 50%, more like 10%. Also, there is much more public land around Snail Lake than the boat landing and small County park at Turtle Lake. Snail Lake is much more visible.

Councilmember Withhart stated that as a highly recreational lake, Turtle Lake is compromised with its low water level. His concern is about keeping housing in good shape and property values up. For that reason, he would want the feasibility study to go forward. He agreed that as a percentage of the total lakeshore, Snail has a much more visible park than Turtle. He would suggest a cost share for the City of up to 25% for the feasibility study. He further asked if there is a possibility that drainage of Turtle Lake has changed and if there are historical records to show that drainage has diminished its water level. Mr. Maloney responded that when the County rebuilt Hodgson up to Chippewa Middle School, there is evidence to show that runoff water was redirected out of the Turtle Lake basin. There are no historical records over a long period of time to show drainage patterns.

Councilmember Wickstrom asked if the City were to support the feasibility study at 25% cost share if that would mean the City will also fund 25% of the augmentation project, if it is done. It is also important for residents on the lake to know what portion of the \$2 million for the project the City will pay. Schwerm indicated that he does not believe it would require the City to pay the same share for any capital costs if an augmentation project moves forward.

Councilmember Quigley stated that if the City is involved, it needs to be in a leadership position, which means paying for a larger amount of the cost of the project--up to 50%. His concern is that there is no guarantee that there will be approval for a project.

Councilmember Johnson agreed and stated that it is also difficult because it is not known what majority of the homeowners want and will support. It is too risky to pay 50% for a study without knowing if there is a project. She would support a ceiling of 25%. While she is hesitant to commit to an amount, this issue is not going away. Residents will keep bringing the issue, and the facts need to be known which can only be determined with the feasibility study.

Councilmember Wickstrom noted that there are many other requests from residents on other lakes. Where will City participation end? The augmentation is for a certain water level. Before augmentation, it needs to be decided where excess water will go if the water level becomes too high. She would also like more information about property value levels.

Mayor Martin agreed that the facts need to be determined. Regardless of cost contribution, the City has to be the leader for the project to happen. While concerned about property values on Turtle Lake, she is also concerned about the lack of consensus of support from lake residents. She would support contributing 20%. She noted there has been no action by the County on this issue. Mr. Schwerm stated that the County may be open to sharing some cost, but no one has formally approached the County. He would suggest a formal request for support from the County Board of Commissioners.

It was the consensus of the Council to bring this item to the Council meeting agenda at the May 5, 2014 meeting. By that time, City Manager Schwerm hopefully will be able to provide tax assessor information on Turtle Lake properties. At that time, the Council will establish a cost-sharing level to move forward with the feasibility study.

OTHER ISSUES

North Suburban Communications Commission

Councilmember Wickstrom urged all Councilmembers to attend the public meeting for Comcast's presentation on Thursday, April 17, 2014.

Councilmember Johnson asked if other city representatives are attending. Councilmember Wickstrom responded that her urging of Council attendance is that Shoreview may look at dropping out of the Commission. The meeting will be rebroadcast.

Retirement

City Manager Schwerm announced the retirement of Walt Johnson, Emergency Management Coordinator, after 28 years. Emergency management will shift to Public Works.

Railroad Issues

Mayor Martin reported that through contacts with Senator Klobuchar's office, a meeting has been set with Herb Jones, Director of State and Local Governments. The state is discussing putting \$10 million more into railroad quiet zones. She noted that she receives complaints almost every day. One resident reported horn noise nearly every hour at night.

The meeting adjourned.

**CITY OF SHOREVIEW
MINUTES
REGULAR CITY COUNCIL MEETING
April 21, 2014**

CALL TO ORDER

Acting Mayor Ady Wickstrom called the regular meeting of the Shoreview City Council to order at 7:00 p.m. on April 21, 2014.

PLEDGE OF ALLEGIANCE

The meeting opened with the Pledge of Allegiance.

ROLL CALL

The following members were present: Councilmembers Johnson, Quigley, Wickstrom and Withhart.

Mayor Martin was absent.

APPROVAL OF AGENDA

MOTION: by Councilmember Johnson, seconded by Councilmember Withhart to approve the April 21, 2014 agenda as submitted.

VOTE: Ayes - 4 Nays - 0

PROCLAMATIONS AND RECOGNITIONS

Co-Chair Cory Springhorn, Shoreview Human Rights Commission, stated that each year the Commission participates in the League of Minnesota Human Rights Commission's statewide Essay Contest. This year sixth, seventh and eighth grade students were asked to write an essay based on the question "*Prejudice and Stereotypes Affect the Way We Perceive and Interact with Each Other Even When We Don't Know It, How Do Stereotypes Affect Our Society and How Do They Affect Human Rights*". Three students from Shoreview participated this year: Madeline West, who was not present; Lucy Chen, Honorable Mention Winner; and Kaitlin Manning, First Place Winner.

Commissioner Springhorn, Shoreview Human Rights Commission, introduced other attending Commission members: Sam Abdullai, Mary Yee Johnson, Julie B. Williams and Co-Chair Bob Minton.

Acting Mayor Wickstrom presented certificates of recognition to Lucy Chen and Kaitlin Manning for their achievement.

CITIZEN COMMENTS

There were none.

COUNCIL COMMENTS**Acting Mayor Wickstrom:**

The Shoreview Northern Lights Variety Band will hold their Spring Concert at North Heights Lutheran Church on Saturday, May 10, 2014, at 7:00 p.m. The theme is *A Tribute to Freedom*. Immediately prior to the concert, there will be *A Tribute to Women Veterans* from 5:30 to 7:00 p.m. More information can be found at nhlc.org.

Councilmember Johnson:

Tuesday, June 17, 2014 will be the first Farmers' Market for the season.

On Wednesday, June 18, 2014, the first Concert in the Commons will take place with the group *Divas through the Decades* performing.

CONSENT AGENDA

MOTION: by Councilmember Withhart, seconded by Councilmember Johnson to adopt the Consent Agenda for April 21, 2014, and all relevant resolutions for item Nos. 1 through 10, as submitted:

1. Approval of April 7, 2014 City Council Meeting Minutes
2. Receipt of Committee/Commission Minutes:
 - Economic Development Authority, March 3, 2014
 - Planning Commission, March 25, 2014
 - Human Rights Commission, March 26, 2014
 - Bikeways and Trails Committee, April 3, 2014
3. Monthly Reports:
 - Administration
 - Community Development
 - Finance
 - Public Works
 - Park and Recreation
4. Verified Claims in the Amount of \$1,334,289.63
5. Purchases
6. License Applications
7. Authorize Purchase of Street Light Materials for 2014 Street Light Replacements, CP 14-03 and Street Reconstruction, CP 14-01
8. Approval of Environmentally Preferable Purchasing Policy
9. Approval of Special Event Liquor License - Festa Italiana Minnesota

10. Approval of Application for Exempt Permit - Greyhound Pets of America

VOTE: Ayes - 4 Nays - 0

PUBLIC HEARINGS

There were none.

GENERAL BUSINESS**APPROVAL OF DECEMBER 31, 2013 INTERFUND TRANSFERS AND LOANS****Presentation by Finance Director Fred Espe**

Mr. Espe reviewed General Fund activity for 2013 and reported final transfers and inter-fund loans. In 2013, revenues exceeded the budget by \$696,769 with the following categories exceeding projections: \$334,245 for license and permits; \$209,811 from intergovernmental revenue, most of which is related to State Fire Aid, which was previously reported in a separate agency fund. State law now requires reporting State Fire Aid as revenue and expenses in the General Fund. Also, charges for services reviewed exceeded projections by \$164,405. Earnings on investments fell short of projection because interest rates increased at the end of the year, lowering actual earnings at the time they needed to be reported. Expenditures for 2013 exceeded the budget by \$11,709.

The General Fund Balance Policy is to maintain a minimum balance of 50% of the ensuing year's general fund property tax levy and levy-based state aids. The City's main revenue source is property taxes, but payments are not received until June and December each year. To meet cash flow needs, 50% is needed to meet payments through June. An unanticipated expenditure allowance is designated as 10% of the ensuing year's general fund expenditures. The General Fund balance (50% of 2014 General Fund tax levy) is \$3,393,577. Unanticipated expenditures are \$910,029 (10% of the 2014 General Fund expenditures). After meeting the requirement of the fund balance policy, there is a surplus at the end of 2013 at \$417,963 which needs to be transferred out on approval of the City Council.

Staff is recommending this transfer be put in the Street Renewal Fund. In 2013, the City undertook improvements to Red Fox Road, which was a late addition to the City's CIP. This transfer will insure funding for future street construction costs, and it preserves the minimum \$2 million fund balance for that fund. Without this transfer, the minimum Street Renewal Fund balance would fall below the \$2 million. It also preserves balances projected in the 2014 to 2019 Capital Improvement Program (CIP).

The transfers planned are a result of fund closings, debt funding, capital funding, operating transfers and maintaining the General Fund balance policy. The Capital Improvement Fund is being closed and transferred to the Community Investment Fund. The capital funding transfer allows acquisition of capital assets from operating and capital project funds.

There are two interfund loans that provide funding for temporary cash deficits. This year, TIF District No. 1 owes \$147,829.20 to the Owasso Street Realignment. The loan will be paid from tax increment receipts from TIF District No. 8, Lakeview Terrace project. A second loan in the amount of \$369,131.31 was made from the MSA Fund for reconstruction on County Road D. The loans are repaid at the average rate of interest on the City's investment portfolio. These deficits occurred as a result of timing issues at the end of the year.

Councilmember Johnson drew attention to the areas that were under budget: general government, public works, parks and recreation and community development, which indicates the effort of staff to keep the budget in line. Mr. Schwerm stated that budgeting for revenues and expenses is done conservatively to insure existing operations are fully funded and to preserve fund balance policy requirements. The ability to maintain fund balances is important element in maintaining the City's AAA bond rating.

Councilmember Quigley noted that this report is a good picture of operations and staff planning to have financing in place for City needs. He is pleased the report was given in detail at this meeting.

MOTION: by Councilmember Quigley, seconded by Councilmember Johnson to approve the interfund transfers and inter-fund loans outlined in the attached report for the year ended December 31, 2013.

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

AWARD OF QUOTE - COURT RESURFACING AND PICKLEBALL CONVERSION

Presentation by City Manager Terry Schwerm

The Shoreview Area Pickleball Club has encouraged the City to consider converting two existing tennis courts to pickleball only courts, as a result of the fast growth in popularity for this sport. The Parks and Recreation Commission has recommended conversion at Bobby Theisen Park because there are four tennis courts at that park and, if two courts were converted to pickleball, two would still be available for tennis.

Bids were solicited for resurfacing and crack repair. One firm noted that the two interior courts at Bobby Theisen Park that were selected for resurfacing need extensive crack repair, which was budgeted for 2015. Staff is recommending the full mill and overlay, which was planned in 2015, be moved up to this year for the two interior courts in conjunction with the resurfacing for pickleball. The bid received from Lee Sports Surfacing includes a full mill overlay in the amount of \$52,000, which is close to the \$50,000 budgeted for this work. Also, a third court that has been used for roller hockey would be resurfaced and converted back to tennis as part of this bid project. Staff is recommending approval of the bid from Lee Sports Surfacing.

Councilmember Quigley stated that a number of sports, such as roller hockey and racquetball, come and go. He questioned the need for more available pickleball courts. Mr. Schwerm stated

that there a significant number of Shoreview residents participating in the sport, as evidenced by the increase in Community Center membership and activity. Pickleball is fast-growing and is expected to grow. Woodbury has also provided pickleball courts, and the sport has grown significantly. Designating these two courts for pickleball will expand the times for playing pickleball rather than the limited time offered at the Community Center.

Councilmember Withhart stated that the sport is growing nationally. The demographics of Shoreview show that a large part of the population would be interested. It is true that sports come and go, but he believes this would be a good investment.

Councilmember Johnson stated that youth are also interested. By opening courts in the parks, it will be more visible and will attract more youth. That is an added benefit.

MOTION: by Councilmember Withhart, seconded by Councilmember Quigley to award the bid for the resurfacing of the tennis courts and conversion to pickleball courts at Bobby Theisen Park to Lee Sports Surfacing in the amount of \$52,000.

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

ADJOURNMENT

MOTION: by Councilmember Johnson, seconded by Councilmember Quigley to adjourn the meeting at 7:32 p.m.

VOTE: Ayes - 5 Nays - 0

Mayor Martin declared the meeting adjourned.

THESE MINUTES APPROVED BY COUNCIL ON THE ___ DAY OF _____ 2014.

Terry Schwerm
City Manager

SHOREVIEW ECONOMIC DEVELOPMENT COMMISSION

Meeting Minutes

March 18, 2014

ROLL CALL

Vice Chair Sue Denkinger called the meeting to order at 7:35 a.m. with the following members present: Jim Gardner, Dave Kroona, Dave Lukowitz, Gene Marsh, Jason Schaller and Jonathan Weinhagen. Members Jeff Washburn and Josh Wing had excused absences.

Assistant City Manager/Community Development Director Tom Simonson, and Economic Development and Planning Technician Niki Hill were also in attendance.

ACCEPTANCE OF AGENDA

Commissioner Weinhagen, seconded by Commissioner Marsh, moved to accept the agenda, as presented.

Vote: 7 AYES 0 NAY

ELECTION OF CHAIR AND VICE CHAIR

There was a consensus among the members present to wait until the next meeting to decide on the 2014 Chair and Vice Chair due to the member absences including Chair Wing.

APPROVAL OF MINUTES

Commissioner Lukowitz, seconded by Commissioner Gardner, moved to approve the minutes of February 18, 2014, as written.

Vote: 7 AYES 0 NAY

INFORMATION EXCHANGE

Member Sharing of Information

Member Weinhagen stated that they are working with businesses around the Rice Street /I-694 Interchange to look for bonding funds at the State Legislature to help with the cost of the interchange.

Weinhagen gave a brief update on TCAAP, stating that it is moving along – currently looking at a company to develop at storm water and infrastructure for the master plan. The County, however, is not looking for a “master developer”, but rather sell sections of land to different developers. He stated that this is good timing with lots of companies looking to develop there with lots of cash available. He is also hoping that the County goes for livable wage jobs, which could be a reality if the St Paul Port

Authority brokers the land. They usually have certain requirements including employees per square feet, total employees, and budget history among others.

Weinhagen added that the County is looking for funding for the County H/I-35W interchange and the I-35 /Highway 96 interchange. MnDOT is supportive of helping fund the new bridge, just need the County funding contribution. The density will be doubled in the area with the projected development between those two interchanges. Simonson stated that the City of Arden Hills website and TCAAP.net website have lots of additional information about the master plan if the EDC members are interested.

Staff Information

Recent Council and Planning Commission Actions/Agenda Items: The Hummingbird Floral PUD – Final Stage was approved last night. The property is located at 4001 Rice Street, at the intersection of Hodgson and Rice Street, where the former House of Dreams operated. The City is waiting on Met Council approval of the Comprehensive Plan Amendment at this time and then renovations will begin in preparation for the new business. Hummingbird Floral currently operates in the Village Center in North Oaks, but was looking for more space.

The Council heard the final analysis of the Railroad Quiet Zone study that was performed by the consulting firm SEH, Inc. on behalf of the City. Lexington and Victoria will be able to be eligible for Quiet Zones with just minor improvements as those crossings are up to modern standards. The Soo Street/North Owasso Boulevard and Gerald Avenue crossings are not eligible without major and costly upgrades. The current at grade crossings there would require a full upgrade and it would be too costly for the City.

Owners/operators of the Hampton Inn have submitted plans to remodel the hotel and change to a Best Western Plus. The changes include new elevators, south exit, expanded conference/banquet center, and upgraded outdoor patio area for the Green Mill. The restaurant will also be reconfigured as part of the renovations.

The City and County Credit Union, as part of the Red Fox Retail Master Plan, has applied for approval of a new branch facility at the east end of Red Fox Road near the Island Lake golf course. They have submitted an application that will be heard at the March 25, 2014 Planning Commission meeting.

Target is pursuing development of Outlot A in the southeast corner of their existing parking lot, which was approved by the City. They apparently went through a bidding process and have chosen a prospective developer. While the developer has contacted staff, no formal applications have been received at this time.

BRE Visits: Simonson stated that there have been two business visits scheduled so far this spring. The first visit is at Stillwater Express Solutions on March 27th at 1pm. The second visit will be at long-time

Shoreview business Schwab-Vollhaber-Lubratt on April 16th at 3pm. Torax Medical will be contacted and moved up on the BRE list to try to schedule a visit.

Economic Development Authority Update: The EDA has recently spent a lot of their time on updating a work plan to set goals and vision for the future. There is a joint meeting between the EDC and EDA coming up on April 7th. City staff is currently working on seeking a buyer/developer for the City-owned Victoria Street property per the EDA's prior direction. Proposals are due by 4:30 on March 21st and may include one or two lot proposals.

Hoarding Project: As the EDA and the City of Shoreview are on the forefront in developing policies that effectively address the growing issue of hoarding. The City is currently working on a pilot project for responses to hoarding cases. The partners include:

- The Hoarding Task Force
- Minnesota Hoarding Project
- Ramsey County

The EDA has concerns about the impacts to adjacent properties, why it occurs, and the scale to which it occurs. Member Denkinger asked if it was more of an issue that we cannot get to a person or is it more of a common sense issue. Simonson stated that it is hard to say because each case is specific with varying issues but all related to some form of hoarding. It could be a matter of health, hygiene, animal rescue, or fire and safety code issues. Hill explained the new response sheets that have been created in regards to an EMS assessment, assessment by the Code Enforcement Officer, and Level Response sheets to get the appropriate agencies contacted and involved in the process.

GENERAL BUSINESS

TIF Update

Simonson stated that the TIF legislation is moving along, Mayor Martin visited both the House and the Senate to speak on behalf of the extension. There is some resistance in the legislature due to the extension of our TIF not being project specific. Some leadership are concerned it could set precedent for other cities to seek similar requests to extend a TIF district, especially pre-1990 districts. In light of the reaction from legislators, we are working on a revised bill to create a BRE district pilot program. This is based on the recommendation and support of the House leadership, who are very favorable to the City's business retention and expansion efforts. This proposed program could apply to Business Retention and Expansion projects that could come up in the next 5 years. Another hurdle to the TIF extension was that Ramsey County does not support it and their support would be needed if it were passed. A new fund created under the BRE district pilot program would not need the County's signature to be enacted. However, the Mounds View School Board does support the extension of the district and voted on a resolution of support of the City's efforts. Member Lukowitz stated that the problem with legislators is that they go off of a "one size fits all" approach and that does not always work. Simonson

said he will report back as the legislation moves forward and will hopefully be passed as part of an overall tax bill by both the House and Senate. The City expects the Governor's support since we have been in communication with the Commissioner of Revenue.

City Council Request for EDC Input on Proposed Tobacco Regulations

Simonson reported that the City Council is considering additional regulations on mini-cigars and cigarillos that are becoming increasingly popular and drawing interest from minors. The Council was asked by the non-profit group ANSR-MN to consider potentially regulating the minimum pack size and the pricing. Since this type of regulation of pricing and package size would impact local businesses selling tobacco related products, the Council is seeking comments from the EDC.

The overall consensus of the EDC is that State law is usually best for this type of regulation. Does it make sense if you could go next-door to another community to buy the product? Who would enforce this?

Member Lukowitz said he takes a strong issue on this and is very much opposed to any City regulation of health policies, whether it be outright or via methods such as pricing. That should be left to the State and Federal level. Lukowitz did mention that he is not opposed to taxing. Taxing is different that telling merchants what they can and cannot charge. We should not be in the business of setting prices. What's next - food prices? Eating healthy is important so should government set high prices for junk food and discount prices for vegetables?

Lukowitz asked why take the front on this topic? He questioned why a little city in the northern suburbs should take the lead on this sort of topic. There are limits to what we can do and the impacts we can have as a municipality.

Member Weinhagen agreed, stating it seems outside the scope of our community. This belongs at a higher level. Most other members shared similar views.

Simonson stated that the City Council wanted to hear the opinion of the EDC on the potential business impacts before it made any further decisions.

Member Schaller wondered if there is any pre-existing relationship and how we can keep that without necessarily making regulation. Simonson stated there appears to be agreement that the City should not create a local regulation setting pricing, but the Council could have the option of asking State officials to consider regulations Statewide.

EDC Work Plan Updates

Simonson stated that we should add the item to BRE and related redevelopment analysis. The City also has the intent to re-launch the Business Matters newsletter. It also suggested that the EDC Mission Statement and Core Values / Roles could be removed from the work plan as they have already been accomplished. Simonson said he would keep this for the joint meeting and for the Council review but would remove for the working copy.

Member Schaller suggested that in line with the business exchanges we might want to bring the high tech companies and school district to showcase the industry, possibly including training and job-shadow opportunities.

Weinhagen stated that a corporate liaison was just hired in the school district to help market these fields.

Denkinger stated that this was a terrific idea to do that in the schools. She also suggested that the City might also have a need to market to someone who wants / needs a career change – such as a training fair. Then we need to ask, how much direction can we help give? Can we bring in state agencies, and how big is the gap/need for these types of positions. She does know that in fields such as the auto mechanics or plumbing industry there is a need for people to fill the positions.

Schaller stated that one of the gaps that students do not know is what skills are missing. Companies should come and tell them what they look for so kids are better prepared.

Lukowitz stated one of the things he doesn't understand is why they go to college right away. Senior year comes and they don't know yet what they want for a career pursuit.

Weinhagen stated that we know this is an issue but how can we help? Denkinger wondered about job resources and can we bring in outside help.

Member Weinhagen suggested adding a section to the work plan to help businesses meet their neighbors. They might foster relationships. One suggestion is a facilitated round table in targeted areas to help them meet their neighbors.

Member Denkinger wanted to know how to build an outreach or awareness to some of the small businesses, such as home-based. What can the City offer to assist them?

Denkinger also wanted to know are there businesses that we do not want in our area? Is it the best use of the land? Simonson said that is one of the suggested discussion items of the EDC, EDA and Council is to establish a plan on how to prioritize our redevelopment areas and business retentions.

Weinhagen added that the City should focus on the highest and best use especially in redevelopment cases, which means some businesses may not be retained.

Simonson stated that in the past the City had to “fight off” proposals such as distribution centers for large available land and by showing patience and having strong land use policy we were able to wait for better projects such as Deluxe Corporation and Rice Creek Corporate Park. Realistically, the City will not be able to accommodate every business looking to expand and will need to make strategic choices.

Member Denkinger wondered if we should start to take a more pro-active approach to properties instead of saying “what is not possible” there. We should figure out what would work instead.

Member Schaller asked if the City markets to specific areas or types of businesses. Simonson stated that we can’t necessarily dictate that but we can dictate the funds available to assist projects. We can deny or choose to help if there are specific businesses that we are targeting. Marketing has not been pursued mainly because of the lack of available land, but would certainly be critical when looking at redevelopment areas.

Discussion/Preparation for the Join EDC / EDA Meeting

Simonson asked if there was an agreement on what to present to the EDA at the joint meeting. Denkinger stated that they would like to review the work plan, and focus on the newer items. She suggested providing a framework for top goals and both the EDA and EDC affirm they are in agreement on priorities and how they can help one another accomplish these goals. Denkinger stated that she will discuss the work plan with Chair Wing in the interim and that the two of them will lead the joint discussion.

ADJOURNMENT

Commissioner Lukowitz, seconded by Commissioner Denkinger, moved to adjourn the meeting at 8:45 a.m.

Vote: 7 AYES 0 NAYS

PARKS AND RECREATION COMMISSION

MINUTES

MARCH 27, 2014

DRAFT

CALL TO ORDER

Parks and Recreation Commission Chair Desaree Crane called the March 27, 2014 meeting of the Parks and Recreation Commission to order at 7:03 PM.

ROLL CALL

Members Present: Desaree Crane, Tom Lemke, Carol Jauch, Charlie Oltman, Linda Larson, Athrea Hendrick, and Craig John.

Members absent: Sarah Boehnen and Catherine Jo Healy.

Others Present: Terry Schwerm, City Manager

APPROVAL OF MINUTES

Carol Jauch moved, seconded by Linda Larson, approval of the February 27, 2014 minutes. Motion was unanimously adopted.

REVIEW OF FINAL REPORT FROM BWBR—COMMUNITY CENTER EXPANSION AND REMODELING STUDY

Schwerm presented the final Community Center Expansion and Remodeling Study report from BWBR. He noted that the report was essentially as reviewed by the Commission and City Council at their joint meeting. The only significant change was the addition of a second story on the expansion adjacent to the gym. If all aspects of the project are completed (multi-purpose expansion, cardio room expansion and the community room remodel) the project will likely be in the \$6-\$7.2 million dollar range. The current 2015 budget estimate in the Capital Improvement Program includes \$2.0 million for the expansion (assumed to be the cardio expansion) and \$500,000 for the outdoor water play area. Schwerm noted that based on the revenue projection in the new Community Investment Fund, there could be an additional \$700,000 available in 2016, and up to \$1.4 million in 2017 if a planned park renovation is delayed. Any potential for bonding for all or part of this project needs to be explored further with the City's financial advisor.

Carol Jauch indicated that it is important to put in the additional family changing areas whether a project is completed or not. She believes that this area is essential for our pool users. There was additional discussion by Commission members regarding different aspects of the project. Schwerm indicated that the next step was to work with the Commission and the Council to develop priorities for the expansion. It will also be important to develop a report showing anticipated revenue changes that could occur with an expansion. He did caution that this expansion does not have the potential for large revenue gains that the previous expansion

anticipated with the addition of a full service fitness center. This expansion is designed to improve the customer experience and keep the building and facilities updated. He anticipated that it will allow the City to maintain and slightly grow current membership and add some growth in program revenue.

PRESENTATION OF PARKS AND RECREATION ANNUAL REPORT

Schwerm handed out the Parks and Recreation Department's first annual report. He indicated that the report highlights many of the activities and programs from all three divisions in the Department. It also includes organization charts and other relevant Department information. The report was just completed today and will be provided to the Council and also placed on the City's website. Many thanks to Michelle Majkozak, Gary Chapman, former Finance Director Jeanne Haapala, and to Carol Emert who designed and laid out the report.

STAFF REPORTS

Schwerm explained that March is the transition month for the Department as everyone begins to focus on spring programs and activities. He noted that the cold and snow filled winter is a positive for the Community Center as daily admissions and membership revenue are higher than last year.

COMMISSION REPORTS

None.

ADJOURNMENT

There being no further business before the Commission, it was moved by Jauch and seconded by Hedrick that the meeting be adjourned at 8:05 p.m. Motion was unanimously approved.

**SHOREVIEW ECONOMIC DEVELOPMENT AUTHORITY
MEETING MINUTES
April 7, 2014**

CALL TO ORDER

President Ben Withhart called the meeting to order on April 7, 2014 at 5:00 p.m.

ROLL CALL

The following members were present: President Ben Withhart, Sue Denkinger, Emy Johnson, Gene Marsh, and Terry Quigley.

Also attending the meeting:

Tom Simonson	Assistant City Manager/Community Development Director
Niki Hill	Economic Development and Planning Tech
Kirstin Barsness	Barsness Consulting Services

Attending from the Economic Development Commission were the following members: Jim Gardner, Dave Lukowitz, Jonathan Weinhagen, and Josh Wing.

APPROVAL OF AGENDA

The agenda was accepted, as presented.

APPROVAL OF MINUTES

MOTION: by Johnson, seconded by Marsh, to approve the March 14, 2014 meeting minutes, as submitted.

VOTE: Ayes - 5 Nays - 0

FINANCES AND BUDGET

Monthly Financial Reports/Approval Claims and Purchases

Simonson reported that the three fund reports through February are submitted to the Board along with seven invoices for payment. He said the three EDA funds are on track, as projected. Simonson noted that one of the bills is for staff person Niki Hill to attend the Economic Development Certification Program at Hamline University. EDA members suggested Hill share more information about the education program at a future meeting.

MOTION: by Quigley, seconded by Marsh, to accept the monthly EDA Financial Reports through February 28, 2014, and approve the following payment of claims and purchases:

- | | | | |
|----|---|---------|----------|
| 1. | Community Reinvestment Fund | \$90.00 | Fund 307 |
| | (15 Loans/Monthly Service Fee) (Date Paid: 2/21/14) | | |

2.	Panino's (EDA Meeting supplies) (Date Paid: 2/28/14)	\$208.48	Fund 240
3.	Red Robin (EDA Meeting supplies) (Date Paid: 2/28/14)	\$93.72	Fund 240
4.	Barsness, Kirstin (TIF Consulting) (Date Paid: 1/23/14)	\$1,706.25	Fund 240
5.	Deanne Allen (EDA Minutes 2/3/14) (Date Paid: 1/23/14)	\$200.00	Fund 240
6.	League of MN Cities (Annual Installment of Prop/Liability Insurance) (Date Paid: 2/18/14)	\$1,056.00	Fund 240
7.	Hamline University (Economic Development Certificate/Nikki Hill) (Date Paid: 2/28/14)	\$1,325.00	Fund 240

VOTE: Ayes - 5 Nays - 0

GENERAL BUSINESS

UPDATE ON SPECIAL TIF LEGISLATION

Simonson stated that the omnibus tax bill approved by the House contains Shoreview's special tax increment legislation and was approved with no further changes. The legislation is not in the current Senate version of the tax bill, but will hopefully be added in the joint conference committee. Senators are looking for support from Ramsey County to pass the Shoreview provision. After extensive discussions with Ramsey County board members they have now indicated support of the revised proposal, and it is looking more favorable for inclusion in the Senate tax bill. The provision creates a pilot project for the City that will run through 2019. Shoreview will be able to create Economic Development TIF Districts for 12 years instead of the limit of 8 years allowed now. The TIF expansion provision is specifically for business retention, and would not allow a business to move to Shoreview utilizing this financing. It will also be allowed that the City could create a business retention fund that pools money from the Economic Development TIF districts or other pre-1990 districts that could be used for various projects in the City. Legislators have been very complimentary of Shoreview and its Business Retention program that has resulted in business expansions and job creation. Simonson concluded that although not the original request to extend TIF District No. 1, the proposed legislation will help business retention. Barsness noted that funds pooled into a special fund would no longer be considered TIF funds and can be used for any City project.

Further, Simonson noted that the fiscal disparities provision under current Economic Development TIF districts, which takes 40% of the increment for fiscal disparities, has been proposed to be removed. This

means significantly more TIF increment available for projects. The removal of the fiscal disparities provision applies to all TIF districts in all cities statewide. This is a big step forward for business retention.

Withhart suggested working to develop further strategies to build a pooled fund. Simonson said that if the legislation passes as currently proposed the EDA would begin to strategize on setting up a new retention fund and marketing the special program to key businesses that may have a desire to expand in the next few years.

Quigley questioned the County's lack of support for TIF. Simonson explained that the County has been reluctant to support any tax increment because it lowers tax revenue to the County. They did not support the extension of TIF District No. 1, which is disappointing considering the County's recent economic development initiative. There have been a number discussions and the County is now supporting this legislation.

UPDATE ON POTENTIAL SALE OF CITY PROPERTY AT 3339 VICTORIA STREET

Simonson stated that Requests for Proposals (RFPs) were sent out to a number of developers regarding this property. Moser Builders submitted a proposal to purchase the property for \$115,000, and seek a subdivision for two lots. He would also pay all development and building fees due. Staff compared this price proposal with a prominent local realtor's assessment of the property value. The realtor valued the property at \$100,000, assuming two lots.

Johnson asked the value of house that would be built. Hill answered that there was discussion about houses in the lower \$300,000 range. Simonson said the developer has indicated the house value will depend on the market and be of the same or higher value than homes in the area.

MOTION: by Marsh, seconded by Quigley, to allow the City to move forward with negotiations with Moser Builders to purchase the property at 3339 Victoria Street.

Discussion:

Withhart requested that a recommendation be sent to the Planning Commission for the variances needed for the subdivision.

VOTE: Ayes - 5 Nays - 0

This regular business portion of the meeting was adjourned to meet jointly with the Economic Development Commission.

JOINT MEETING WITH ECONOMIC DEVELOPMENT COMMISSION

BUSINESS AND ECONOMIC DEVELOPMENT WORK PLAN & GOALS

EDC Chair Wing summarized the EDC 2014-2015 Work Plan. In the past the EDC has focused its efforts on larger businesses in Shoreview. This year the focus has shifted to “emerging” businesses with plans to visit growing businesses. Chair Wing focused on new or expanded items listed in the EDC Work Plan including the following actions:

- The EDC promoted the pilot Economic Gardening initiative to local businesses and will follow-up with the results.
- Sponsor/facilitate “meet your neighbors” to encourage networking meetings of businesses in specific areas, geographical or by industry.
- Facilitate local high tech/manufacturing companies to develop partnership with the School District for student mentoring, education, job skills program.
- Develop strategies to assist and support smaller businesses in the community.
- Highlight local businesses through regular feature articles on the website and in the newsletter, including the launching of a new business newsletter.
- Conduct a special workshop for small businesses each year on relevant topics.
- Coordinate with the EDA, including joint meetings to establish overall goals to support the City’s business and economic development program.
- Seek to provide a link between BRE Program goals of retaining and growing key businesses and the limited property available. Analyze potential redevelopment areas and develop strategies for prioritizing.
- Gather and review pertinent regional and local demographic information and other factors/trends that impact business, employers/employees.
- Attendance to the Business Exchanges has been good since moving to the social evening hours.

Johnson asked if the Business Exchange event should be more formal with specific follow-up. Simonson stated that staff does follow up on issues raised at the Business Exchanges. Johnson would like to see follow-up visits as well as follow-up on issues.

Quigley suggested that after each meeting the EDA and EDC receive a listing of attendees and a profile on each business. Denkinger added also that business attendees could be asked to submit any question that is relevant to their business on issues of interest to them.

Withhart asked for further information on a possible educational program. Simonson explained that the idea is to work with the Saint Paul and Twin Cities North Chambers of Commerce to provide a workshop that would focus on small business issues. A workshop is planned for fall or winter of this year.

Quigley suggested the EDC receive minutes of other meetings, such as EDA and Planning Commission where business issues are identified, discussed and decided, such as signage. It is important for the EDA and EDC and Planning Commission have direct communication. Simonson stated that since the EDA was established, it is important to keep the EDA and EDC on the same page regarding priorities. The EDA work plan is project specific and addresses financing. The EDC work plan is relationship building and networking with our business community.

Withhart stated that the EDC business visits and identification of businesses that can be helped is critical and is working well. He noted the legislation proposed that would establish Business Retention TIF that would have additional flexibility. Staff has been asked to develop strategies to maximize this new tool, and he would like EDC input. Also, 40% of the increment gained from TIF districts in the past went into fiscal disparities. That requirement has now been removed, so that all the captured funds can be used by the City for business retention and expansion.

Quigley stated that he has not found DEED, as an umbrella organization, to be very effective with local communities. He would think that the old Deluxe building with space, parking, freeway access and an educated work force would be compelling to DEED to locate a business there. Simonson stated that it is difficult for DEED because they represent the entire State. They have been helpful when called upon, and the new Greater MSP should be another organization that could assist in the future.

Weinhagen stated that if a company would seek to expand, DEED would go to work to help. On an ongoing basis, they do not have the capacity to develop relationships and seek out expansion projects. Simonson added that he feels for building relationships with business it is best handled and managed locally by the City. DEED and other groups can assist in providing the resources.

Withhart suggested a portfolio be developed for the City that identifies assets and property in Shoreview to attract business and focusing on businesses that would fit well in Shoreview. That would be a good addition to the City's website.

Wing stated that the EDC has discussed putting together a marketing package that gives information, about available property, TIF opportunities, permit processes to help prospective businesses understand what is in Shoreview. Simonson said the new website includes commercial property listings for sale and lease.

Quigley asked what is going on the strip of land next to Target. Simonson stated that the City has heard that a fast-food restaurant called Raising Cane's has an agreement to buy the property. They specialize in chicken fingers and are popular in the South and have two current locations in the metro area.

Lukowitz stated that the EDA and EDC overlap in so many areas. The vision and mission statements are very similar. The difference in his mind is that the EDC focuses on businesses while the EDA focuses on businesses and housing. With more members, the EDC can make regular visits to businesses without a lot of burden on members. The second difference is that the EDA has taxing authority. Right now the two groups function with good will, but he believes there could be a clearer definition of the two organizations through the mission statements. It is critical to prevent future conflict and not just rely on good will. He would like to see conflict prevented with clear lines of distinction made to make sure there are no territorial issues.

Withhart stated that there is a lot to do that takes time and effort. The work of both is very proactive toward the business community. The EDC is providing the groundwork with business visits for contacts to make projects happen. The EDC is a great advocate for business in the City. Redevelopment and business retention are tough issues, but some good things have been done in the last few years. There are three Councilmembers on the EDA because of the taxing authority. The Council is responsible for taxation and spending, and the EDA can provide financing tools for expanded business.

Gardner stated that he does not see the two groups in competition. The two groups complement each other and work very well together. He would like to make sure that cooperation continues.

Johnson added that having two EDC members serve on the EDA also works well, and strengthens the connection between the two groups. The EDC contacts are important in building relationships that build support for the EDC. This support could lead to those people sitting on the EDC. The EDA is able to do many of the things it is doing because of the work of the EDC.

Withhart stated that the work in redevelopment and business retention in the last few years gives marvelous examples of how those two tough issues can be addressed successfully. When the EDA was established, the model was chosen to have Councilmembers on the EDA because of the taxing responsibility but not the whole Council as is done in some cities. Another model that he could see causing conflict would be if the EDA had no Councilmembers because there would be another taxing authority that may not be working cooperatively with the Council.

Denkinger stated that when she looks at the EDC Work Plan, she has to ask what the capacity of the EDA would be to do all of that work. Even the most basic tasks of business visits and business exchanges are very valuable but might not be done through the EDA. Then add idea generation from a focus on “emerging” businesses or education workshops. The EDC provides valuable work with leveraging very little funding.

Simonson said that State law requires Council representation on an EDA, so taking on the duties and work of the EDC would be extremely difficult for the EDA members and especially those who also serve on the Council. He sees the EDC as the relationship builder and face of the City towards the business community, whereas the EDA serves as the financing and policy authority for making projects happen that arise from the work of the EDC.

Withhart agreed and stated that with three Councilmembers on the EDA, those members have focus in many different areas. The function of the EDC to raise business issues and keeping those issues at the center is very important.

Simonson noted a new initiative by Ramsey County for a collaborative approach within the entire County. If Shoreview could not accommodate growth of a business, perhaps another location in Ramsey County could be found and that business would still benefit the County. The TCAAP development area is something that the City of Shoreview needs to assess in both how it might help with our redevelopment and business growth goals, but also how it may compete with our goals to attract new retail and housing.

ADJOURNMENT

Withhart thanked everyone for attending and participating in the joint discussion and said that these meetings are beneficial to our future economic development and business successes.

MOTION: by Johnson, seconded by Marsh, to adjourn the meeting at 6:27 p.m.

VOTE:

Ayes - 5

Nays - 0

Minutes
ENVIRONMENTAL QUALITY COMMITTEE
April 28th, 2014 7:00 PM

1. CALL TO ORDER

The meeting was called to order at 7:00pm.

2. ROLL CALL

Members present: Tim Pratt, Lisa Shaffer-Schrieber, Susan Rengstorf, Paige Ahlborg, Lynn Holt, Mike Prouty, Dan Westerman, John Suzukida
Staff present: Jessica Schaum, Tom Wesolowski

3. APPROVAL OF AGENDA

Tom Wesolowski's update on City road projects was added to follow the guest speaker.

4. APPROVAL OF MEETING MINUTES – March 24th, 2014

The meeting minutes were approved with no changes.

5. BUSINESS

- A. Guest speaker: Carole Gernes, Ramsey County Cooperative Weed Management Area Coordinator
- a. Carole presented on her program and efforts to date to eradicate invasive weeds within Ramsey County. They are seeking EQC and City Council support for becoming a partner in the Ramsey County Cooperative Weed Management Area (RCCWMA). That may involve signing an MOU, agreement to manage species in the city, agreement to help recruit and train monitoring volunteers and/ or a financial contribution to fund the coordinator position. Jessica will work with Carole to get a copy of the MOU to discuss at our May EQC meeting. The RCCWMA has been working with Canadian Pacific Railway to manage a significant wild parsnip infestation in Shoreview since 2010.
 - b. Tom Wesolowski, City Engineer, presented upcoming road projects for 2014. During the public meetings for a road reconstruction project on Hanson and Oak Ridge Ave, residents commented that stormwater runoff and drainage is a consistent problem, but did not want runoff directed away from Turtle Lake. Currently without proper stormwater systems, the runoff is considered a "direct discharge" overland to Turtle Lake.
 - a. Trees would not need to be removed to install the road, as it is remaining narrow at about 22-28 feet wide, but some trees may need to be removed due to the replacement of water and sanitary sewer services. Residents were supportive of the proposed road widths, barrier style curb, replacement/addition of street lights, and the use of permeable pavement where required for storm water management purposes. The existing roads are in pretty bad shape and residents are ready for improvements.
 - b. A new permeable pavement for Oak Ridge Avenue (a dead end road along Turtle Lake) is being proposed due to the extremely limited right of way and the large number of mature trees located along the street. Installation of a permeable pavement requires much less digging when compared to the underground infiltration chambers and significantly reduces the potential for tree removal. Due to the storage capacity of the permeable pavement

collection system, no additional storm sewer infrastructure such as catch basins, manholes, underground piping, or discharge points to Turtle Lake will be needed on Oak Ridge. Tom believes this is the first time this Pave Drain system will be used in Minnesota! The City is going above and beyond treatment capacity requirements of the Rice Creek Watershed District.

- c. The City is also going to be constructing a trail along Lexington Avenue from Royal Oaks to Hamline Avenue, paid for by park dedication fees from the new Autumn Meadows/Pulte subdivision off of Lexington.
- d. The City will also re-constructing the trail north of County Road I. Existing pavement materials will be ground up and used in the re-construction.

B. Speaker Series 2014

- a. Review: April 1st: Solar success stories – Diana McKeown
 - a. Despite a blizzard this presentation was our best attended session in 2014! Diana did a great job of easing apprehension about solar obstacles and directed homeowners to different resources for both energy efficiency projects and solar options and available rebates.

C. Workplan Tasks

- a. Pick topic for Slice booth and develop subcommittee
 - a. Lynn, Paige, and Lisa volunteered to serve on the Slice subcommittee. The goal in 2014 will to have tangible things for visitors to connect with – like a rain barrel, compost bin, and information about invasive species. Lynn had a great idea to create a coupon for a “free” compostable bag. Visitors would visit City Hall to redeem and start composting at home.

D. Newsletter Topics

- a. Brainstorm for September/October issue
 - a. Paige – Carp or invasives
 - b. Mike – Composting experience
 - c. Other – re-publish the updated Right Light Guide from CERTS

E. Public Works Update

- a. Clean up day changes - - Staff is preparing for Spring Clean Up Day on May 17th - with the new approach of no cash handling on site. We anticipate many more vehicles and additional tonnage due to the free pilot program. Although we originally anticipated eliminating the e-waste recycling, we have found a lower cost contractor and will still be offering this service at (at no cost) spring Clean Up Day.
- b. Tree sale – approximately 60 trees were ordered through the tree sale this year – trees will be delivered by city crews mid-May.
- c. Forestry interns- Two forestry interns have been offered seasonal positions and will be starting in May. These interns will be focused on providing the EAB injection treatments and performing tree inventory of boulevard trees within Shoreview.
- d. Emerald Ash Borer updates
 - a. The pesky Emerald Ash Borer has claimed the lives of 30 ash trees this winter in the Shamrock Park neighborhood, mostly on private properties. The EAB have traveled east to the other side of Shamrock Park which is a new location in 2014. In previous years, we have only had 4-7 positive trees a year. The fact that we are up to 30 positives is consistent with the "exponential curve" used to describe the devastation found in other cities with infestations.

Based on surveys with the Department of Agriculture, all positive trees have been marked for removal and certified letters have been sent to the property owners. Positive trees show heavy woodpecker damage from the winter months which reveal the tunnels or galleries the EAB create under the bark. Once we see this from the ground, it is certain that the tree is riddled with EAB throughout. Removing and destroying the firewood before the EAB emerge and fly to new trees is a key in managing the local population. Many residents are choosing to use the City's tree removal contractor, Precision Landscape and Tree due to the affordable price.

F. Other

- a. Next regular meeting is rescheduled due to Memorial Day holiday to **Tuesday, May 27th**. We will be meeting in the lower level conference room at 7:00pm.
- b. Katrina Edenfeld has resigned from the EQC effective in March 2014.

G. Adjournment

- a. The Committee adjourned at approximately 9:20pm.

SHOREVIEW BIKEWAYS & TRAILS COMMITTEE

Meeting Minutes

May 1, 2014

1. CALL TO ORDER

The meeting was called to order at 7:00 p.m.

2. ROLL CALL

Members Present: Keith Severson, Mark Stange, Craig Mullenbach, Craig Francisco, Jay Martin, Ted Haaf

Members Absent: Judd Zandstra, Muriel Zhou

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 April 3, 2014 meeting were reviewed and approved by consensus of the Committee.

5. COMMITTEE DISCUSSION ITEMS

The committee began with reviewing the TDT poster, website text and the brochure. There were several changes in language as well as a desire to update the look with new graphics. The committee agreed to use a new logo for the t-shirts as well. After reviewing promotional documents, the Jay explained what he had learned when he spoke to the State about acquiring SWAG for the Slice Booth. There were several different choices and the committee will review the options and talk more in depth at the next meeting.

Finally, Mark wanted to update the committee about local events coming up in the near future as well as the exciting news that Minnesota now has more Bike Friendly Business than any state in the United States. This honor is shared with California for first place.

The meeting was adjourned at 8:00 PM.

MOTION SHEET

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

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

Date	Description	Amount
04/21/14	Accounts payable	\$53,729.89
04/24/14	Accounts payable	\$37,289.03
04/28/14	Accounts payable	\$3,633.68
05/01/14	Accounts payable	\$138,578.82
05/05/14	Accounts payable	\$46,014.32
	Sub-total Accounts Payable	\$ 279,245.74
05/02/14	Payroll 126668 to 126710 966798 to 966981	\$152,157.95
	Sub-total Payroll	
TOTAL		

ROLL CALL:	AYES	NAYS
Johnson		
Quigley		
Wickstrom		
Withhart		
Martin		

05/05/14

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
ADVANCED ENGINEERING AND	WTP PRELIMINARY DESIGN CP14-02	454	47000	5910			\$30,772.15	\$30,772.15
AMSAN BRISSMAN KENNEDY	PAD DRIVER	220	43800	2240		001	\$97.58	
AMSAN BRISSMAN KENNEDY	TISSUE/CAN LINERS/SOAP/CREDIT#308068824	220	43800	2110			\$290.45	\$290.45
AMSAN BRISSMAN KENNEDY	TISSUE/PPR TOWEL/FOAM CLEANER/LINERS	220	43800	2110			\$1,243.33	\$1,243.33
BIG THRILL FACTORY	SUMMER DISCOVERY FIELD TRIP	225	43535	3190		001	\$750.00	\$750.00
COCA COLA REFRESHMENTS	WAVE CAFE BEVERAGE FOR RESALE	220	43800	2590		001	\$664.95	\$664.95
ECOLAB EQUIPMENT CARE	AUTOFRYER REPAIR	220	43800	2590		002	\$1,229.36	\$1,229.36
GOPHER	REPLACEMENT BASKETBALLS	220	43800	2180		003	\$675.24	\$675.24
GRAINGER, INC.	CURVED SCRATCH BRUSH/GROUT BRUSH	220	43800	2110			\$106.73	\$106.73
HEGGIE'S PIZZA LLC	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$481.00	\$481.00
MOTION PICTURE LICENSING CORP	BLANKET MOVIE LICENSE	225	43590	3173		004	\$561.66	\$561.66
PLUG'N PAY TECHNOLOGIES INC.	MAR/RETAIL/CC FEES	220	43800	4890		002	\$312.92	\$439.05
		225	43400	4890			\$126.13	
PLUG'N PAY TECHNOLOGIES INC.	MAR/ECOMM/CC FEES	220	43800	4890		002	\$4.47	
		225	43400	4890			\$75.18	\$79.65
PLUMBMASTER, INC	SWIVEL MOUNTS/SHOWER HEAD	220	43800	2240		001	\$336.21	\$336.21
PLUMBMASTER, INC	HALSEY TAYLOR FILTER FOR HYDROBOOST	220	43800	2240		001	\$171.98	\$171.98
SAM'S CLUB DIRECT	BIRTHDAY SUPPLIES	220	43800	2591		001	\$121.42	\$121.42
SHORT ELLIOTT HENDRICKSON, INC	RR QUIET ZONE STUDY	101	42050	3190			\$1,164.46	
THE MN TRANSPORTATION ALLIANCE	ANNUAL MEMBER DUES JUNE 2014-May 2015	101	42050	4330			\$470.00	\$470.00
U S BANK/REVTRAK	MAR 2014 CREDIT CARD FEES	101	44100	4890		001	\$2.87	\$9,205.54
		101	44300	4890		001	\$310.01	
		220	43800	4890		002	\$4,416.43	
		225	43400	4890			\$4,182.49	
		601	45050	4890		003	\$146.87	
		602	45550	4890		003	\$146.87	
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$74.33	\$190.03
		101	40800	2180			\$115.70	
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$875.79	
WATSON COMPANY	BREAK ROOM SUPPLIES	101	40800	2180			\$269.76	\$269.76
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$41.83	\$41.83
YALE MECHANICAL INC	POOL BOILER REPAIR	220	43800	3810		007	\$523.32	\$523.32
YALE MECHANICAL INC	REPAIR TO INTAKE FAN FOR POOL PUMP ROOM	220	43800	3810		007	\$420.32	\$420.32
YALE MECHANICAL INC	HEAT PUMP FOR POOL ROOM REPAIR	220	43800	3810		007	\$1,110.16	\$1,110.16
YALE MECHANICAL INC	MUA COMBUSTION LEAKING GLYCOL-REPAIRED	220	43800	3810		003	\$988.20	\$988.20
YALE MECHANICAL INC	RELOCATED SENSOR FOR WHIRLPOOL	220	43800	3810		007	\$449.72	\$449.72

Total of all invoices: \$53,729.89

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
AARP C/O TOY, BOY	AARP SMART DRIVER (4/22)	225	43590	3174		003		\$625.00	\$625.00
AIDARA, KHADI	FACILITY REFUND	220	22040					\$407.12	\$407.12
AMSAN BRISSMAN KENNEDY	PAPER TOWELS, CLOROX, CARPET CLEANER	220	43800	2110				\$2,405.16	\$2,405.16
AMSAN BRISSMAN KENNEDY	BATH TISSUE, CAN LINERS, FOAM SOAP	220	43800	2110				\$645.44	\$645.44
AMSAN BRISSMAN KENNEDY	BATH TISSUE, CAN LINERS, SOAP	220	43800	2110				\$499.18	\$499.18
AMSAN BRISSMAN KENNEDY	DISINFECTANT WIPES	220	43800	2110				\$62.48	\$62.48
AMSAN BRISSMAN KENNEDY	PAPER TOWEL, FACIAL TISSUE, CAN LINERS	220	43800	2110				\$1,302.55	\$1,302.55
AMSAN BRISSMAN KENNEDY	KENNEL CARE FLOOR CLEANER	220	43800	2110				\$155.10	\$155.10
ASPLUND, NORMAN	GOLF SPRING SWING!	220	22040					\$65.00	\$65.00
BEISSWENGERS HARDWARE	BLUE EXTENSION CORD	220	43800	2240		001		\$45.42	\$45.42
BEZEK, HEIDI	FACILITY REFUND	220	22040					\$25.00	\$25.00
BISHOP, CHARLIE	FACILITY REFUND	220	22040					\$25.00	\$25.00
BULLIS, SHAUSTY	FACILITY REFUND	220	22040					\$25.00	\$25.00
BURNET TITLE	REFUND CLOSING OVRPYMT-1699 OAKWOOD DR	601	36190			003		\$9.93	\$9.93
CARDINAL, MOLLY	FACILITY REFUND	220	22040					\$25.00	\$25.00
COOK, ELLISON	FACILITY REFUND	220	22040					\$25.00	\$25.00
COTO, VIRGINIA	FACILITY REFUND	220	22040					\$300.00	\$300.00
DAVIS, GARY	PASS REFUND	220	22040					\$260.00	\$260.00
DEFLOREN, KIM	PASS REFUND	220	22040					\$69.00	\$69.00
DODGE, JEAN	FACILITY REFUND	220	22040					\$25.00	\$25.00
ENGBLOM, DEBRA R.	MILEAGE REPORT:LEAGUE OF MN LOSS SEMINAR	101	40500	4500		004		\$12.32	\$12.32
ERICKSON, KRISTINE	FACILITY REFUND	220	22040					\$25.00	\$25.00
FELDMAN, JAMES	FACILITY REFUND	220	22040					\$50.00	\$50.00
GARIANO, CAROL	SMART DRIVER (4/22)	220	22040					\$28.00	\$28.00
GETZ, REBECCA	FACILITY REFUND	220	22040					\$25.00	\$25.00
GRAINGER, INC.	LIGHT BULBS	220	43800	2240		001		\$297.08	\$297.08
GRAINGER, INC.	DISPOSABLE GLOVES, RUBBER TIP	220	43800	2110				\$111.67	\$111.67
GREENGARD, GINA	FACILITY REFUND	220	22040					\$25.00	\$25.00
HENRY, PAMELA	COMMUNITY CPR/AED	220	22040					\$72.00	\$72.00
HENRY, PAMELA	COMMUNITY CPR/AED	220	22040					\$83.00	\$83.00
HOGAN, GREG	REFUND CK#8093-4 BLACK HILL SPRUCE TREES	101	34781					\$448.07	\$480.00
		220	21810					\$31.93	
JONES, KELLY	FACILITY REFUND	220	22040					\$25.00	\$25.00
JUNKERT, MARISSA	FACILITY REFUND	220	22040					\$25.00	\$25.00
KAULS, MIKE	COMMUNITY CPR/AED	220	22040					\$72.00	\$72.00
KUDUK, LAURIE	SMART DRIVER (5/7)	220	22040					\$56.00	\$56.00
LIFEGUARD STORE, THE	HEAD IMMOBILIZER KIT	220	43800	2200		002		\$87.24	\$87.24
LOCKMAN, MERLITA	FACILITY REFUND	220	22040					\$239.24	\$239.24
MALLOY, MONTAGUE, KARNOWSKI,	2013 AUDIT PROGRESS BILLING THRU 3/31/14	101	40500	3190		001		\$761.20	
		601	45050	3010				\$484.40	\$1,730.00
		602	45550	3010				\$484.40	
MATLOCK, JEAN	SMART DRIVER (4/22)	220	22040					\$28.00	\$28.00
MCKEIGHAN, MARIE	FACILITY REFUND	220	22040					\$25.00	\$25.00
MCKUSICK, JON	BASKETBALL ASSIGNOR - WHOLE SEASON	225	43510	3190		002		\$114.00	\$114.00
MCMASTER CARR SUPPLY CO	ANCHOR SHACKLES, OVAL THREADED CONNECTOR	220	43800	2240		003		\$946.56	
MIDWEST SPECIAL SERVICES, INC	MONTHLY CLEANING	220	43800	3190		002		\$165.00	\$165.00
MINNESOTA METRO NORTH TOURISM	MAR 2014 HOTEL/MOTEL TAX	101	22079					\$18,420.14	\$17,499.13
		101	38420					-\$921.01	
MURPHY, CHRISTINA	FACILITY REFUND	220	22040					\$25.00	\$25.00
OLSON, ETHAN	CPR	220	22040					\$174.00	\$174.00
PLUMMASTER, INC	HALSEY TAYLOR HTHB-HAC8-WF(PV)SINGLE HAC	220	43800	2240		003		\$929.99	

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
SANDA, KELLY	FACILITY REFUND	220	22040					\$25.00	\$25.00
SHERWOOD, JUDY	GET FIT! BODY CHALLE	220	22040					\$349.00	\$349.00
SLETTEMOEN, INGRID	SMART DRIVER (4/22)	220	22040					\$56.00	\$56.00
STANLEY ACCESS TECH LLC	SERVICE TO SLIDING GLASS DOORS	220	43800	3810		003		\$180.00	\$180.00
SUBERA, ANGELA	FACILITY REFUND	220	22040					\$25.00	\$25.00
TROMBLEY, SUSAN	FACILITY REFUND	220	22040					\$55.16	\$55.16
UNIVERSITY OF MINNESOTA	TRANSPORTATION RESEARCH CONF - MMALONEY	101	42050	4500				\$195.00	\$195.00
VERIZON WIRELESS	CELL PHONE SERVICE	101	44300	3190				\$63.25	\$1,708.19
		601	45050	3190				\$642.11	
		101	40200	3210		002		\$1,002.83	
YALE MECHANICAL INC	CHANGE OIL FOR POOL AHU	220	43800	3810		007		\$4,319.07	
YANG, YOUKI	FACILITY REFUND	220	22040					\$25.00	\$25.00
Total of all invoices:									\$37,289.03

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
ASSURANT ADMINISTRATIVE OFFICE	LONG TERM DISABILITY: MAY 2014	101	20412				\$1,874.65	\$1,874.65
CEAM C/O LEAGUE OF MN CITIES	CEAM MEMBERSHIP 2014/MALONEY/WESLOWSKI	101	42050	4330			\$120.00	\$120.00
GENESIS EMPLOYEE BENEFITS, INC	FLEX - OTHER MED/04-25-14	101	20431				\$1,317.37	\$1,317.37
JULIK, PATRICK	REFUND FINAL OVRPYMTS-4684/4710 HODGSON	601	36190			003	\$312.70	\$312.70
KUSCHEL, JODEE	MN DEPT OF REVENUE SEMINAR	101	40500	4500		004	\$8.96	\$8.96
Total of all invoices:							\$3,633.68	\$3,633.68

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
ARNOLD, JULIA	TBALL LEAGUE AGE 4-5	220	22040				\$57.00	\$57.00
BAGLEY, MELISSA	CPR/AED REVIEW	220	22040				\$72.00	\$72.00
BROKKE, KIM	TODDLER AND PARENT	220	22040				\$65.00	\$65.00
COCA COLA REFRESHMENTS	WAVE CAFE BEVERAGE FOR RESALE	220	43800	2590		001	\$252.47	\$252.47
COMMISSIONER OF REVENUE- WH TA	WITHHOLDING TAX - PAYDATE 05-02-14	101	21720				\$9,167.45	\$9,167.45
COMMUNITY HEALTH CHARITIES - M	EMPLOYEE CONTRIBUTIONS:05-02-14	101	20420				\$134.75	\$134.75
DEBORAH A. SORENSON, D.C.	STAFF DEVELOPMENT	101	40500	4500		010	\$100.00	\$100.00
DELTA DENTAL	DENTAL COVERAGE: MAY 2014	101	20415				\$6,733.61	\$7,050.46
		101	20411				\$316.85	
FINANCE & COMMERCE, INC.	AD FOR BID HANSON/OAKRIDGE PROJ 14-01	576	47000	5950			\$226.71	
GENESIS EMPLOYEE BENEFITS, INC	VEBA CONTRIBUTIONS:05-02-14	101	20418				\$5,430.00	\$5,430.00
GENESIS EMPLOYEE BENEFITS, INC	FLEX - MED/DEPENDENT CARE 05-02-14	101	20431				\$443.52	\$443.52
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$15.40	\$15.40
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$15.40	\$15.40
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$15.44	\$15.44
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$15.42	\$15.42
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$16.30	\$16.30
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$16.30	\$16.30
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$15.42	\$15.42
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$15.39	\$15.39
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$15.39	\$15.39
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$16.32	\$16.32
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$16.36	\$16.36
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$15.45	\$15.45
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$15.44	\$15.44
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
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
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
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
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	\$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
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	DOUGHNUTS FOR RESALE	220	43800	2591		003	\$22.80	\$22.80
HEGGIE'S PIZZA LLC	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$276.80	\$276.80
HUIE, LENNY	BACK TO SCHOOL DISCO	220	22040				\$37.00	\$37.00
ICMA/VANTAGEPOINT TRANSFER-300	EMPLOYEE CONTRIBUTIONS PAYDATE:05-02-14	101	21750				\$5,467.19	\$5,467.19
ICMA/VANTAGEPOINT TRANSFER-705	ROTH CONTRIBUTIONS:05-02-14	101	20430				\$655.00	\$655.00
MINNESOTA CHILD SUPPORT PAYMEN	PAYDATE:05-02-14	101	20435				\$137.00	\$137.00
MINNESOTA ENVIRONMENTAL FUND	MN ENVIRONMENTAL EMPL CONTRIB:05-02-14	101	20420				\$35.00	\$35.00
NCPERS MINNESOTA	PERA LIFE INSURANCE: MAY 2014	101	20413				\$224.00	\$224.00
NORTHLAND CAPITAL FINANCIAL SE	FITNESS EQUIPMENT LEASE - APRIL 2014	220	43800	3960		005	\$1,484.09	\$1,484.09
PRECISION DYNAMICS CORPORATION	COMMUNITY CENTER WRISTBANDS	220	43800	3390		001	\$40.16	\$40.16
PUBLIC EMPLOYEES RETIREMENT AS	EMPL/EMPLOYER CONTRIBUTIONS:05-02-14	101	21740				\$27,948.15	\$27,948.15
RAMSEY COUNTY PROPERTY RECORDS	1ST HALF/2014 PROP TAX-3339 N VICTORIA	307	44100	4890			\$1,107.00	\$1,107.00
RAMSEY COUNTY PROPERTY RECORDS	2014 PROP TAX/LEXINGTON AVE/SV TARGET2ND	603	45850	3190			\$15,526.00	\$15,526.00

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
RIEDEL, HEATHER	SOCCER LEA GRADE 1-2	220	22040				\$47.00	\$47.00
SHORT ELLIOTT HENDRICKSON, INC	SHORE ANTENNA PROJECTS	601	22015				\$3,464.71	\$3,464.71
SOLFEST, MARK	ISLAND - 4TH GRADE	220	22040				\$45.00	\$45.00
SYSKO FOOD SERVICES OF MN, INC	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$563.39	\$563.39
TREASURY, DEPARTMENT OF	FEDERAL WITHHOLDING TAX:05-02-14	101	21710				\$21,894.82	\$55,692.00
		101	21730				\$27,391.18	
		101	21735				\$6,406.00	
UNITED WAY - GREATER TWIN CITI	EMPLOYEE CONTRIBUTIONS:05-02-14	101	20420				\$58.00	
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$730.95	\$730.95
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$43.75	\$87.50
		220	43800	2591		003	\$43.75	
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$467.43	
WATSON COMPANY	COFFEE SERVICE SUPPLIES	220	43800	2591		003	\$8.19	\$8.19
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$720.40	\$720.40
XU, QIAN (CISSY)	SAFETY - LIFEGUARD T	220	22040				\$252.00	\$252.00
Total of all invoices:								\$138,578.82

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
ALLEN, DEANNE	MINUTES - 4/14 CC, 4/21 CC	101	40200	3190		001		\$400.00	\$400.00
AMSAN BRISSMAN KENNEDY	BATHROOM CLEANER	101	43710	2110				\$179.38	\$179.38
APPLIED MAINTENANCE SUPPLIES	LYNCH PINS MAINTENANCE SUPPLIES	701	46500	2180				\$23.23	\$23.23
APPLIED MAINTENANCE SUPPLIES	MAINTENANCE SUPPLIES	701	46500	2180				\$37.92	\$37.92
ARAMARK REFRESHMENT SERVICES	COFFEE & SUPPLIES MAINTENANCE CENTER	701	46500	2183		003		\$235.44	\$235.44
BARSNESS, KIRSTIN	APRIL ECONOMIC DEVELOPMENT CONSULTING	240	44400	3190				\$481.25	\$3,456.25
		307	44100	4890				\$2,975.00	
BAUER BUILT TIRE AND BATTERY I	TURF TIRES	701	46500	2230				\$102.86	\$102.86
BEISSWENGERS HARDWARE	BRAIDED ROPE TO SECURE TENNIS NETS	101	43710	2240				\$36.88	\$36.88
BEISSWENGERS HARDWARE	MOWER SUPPLIES	701	46500	2220		002		\$16.27	\$16.27
BEISSWENGERS HARDWARE	LUBRICANT FOR LOCKS	101	43710	2240				\$5.69	\$5.69
BEISSWENGERS HARDWARE	SUPPLIES TO REPAIR CLIMBING BOULDERS	101	43710	2240				\$53.34	\$53.34
BEISSWENGERS HARDWARE	GARDEN HOSE REPAIR ENDS & BATTERY CLIP	101	43710	2240				\$7.77	\$7.77
C & E HARDWARE	LIGHT BULB	101	43710	2240				\$5.99	\$5.99
CRYSTEEL TRUCK EQUIPMENT INC	BOSS PLOW FOR NEW UNIT 212	701	46500	5800				\$6,895.05	\$6,895.05
GARELICK STEEL COMPANY	MISC. STEEL	701	46500	2180		001		\$365.00	\$365.00
GRAINGER, INC.	ROPE FOR VOLLEYBALL COURT	101	43710	2240				\$69.06	\$69.06
GRAINGER, INC.	16 FOOT STEP LADDER	101	43710	2400				\$724.63	\$724.63
GRAINGER, INC.	MARKING PAINT	101	43710	2240				\$33.60	\$33.60
H & L MESABI, INC.	PLOW BLADES	701	46500	2220				\$308.00	\$308.00
HAWKINS, INC.	1 TON	601	45050	2160		001		\$700.00	\$700.00
HORIZON COMMERCIAL POOL SUPPLY	REPLACEMENT WATERWALK PAD DOWN PAYMENT	405	43800	5300				\$9,000.00	\$9,000.00
I-STATE TRUCK CENTER	U-JOINT FOR 610	701	46500	2220				\$77.74	\$77.74
IDENTITY STORES, LLC	SHIRTS FOR RESALE	220	43800	2591		001		\$1,650.60	\$1,650.60
LEAGUE OF MINNESOTA CITIES	2014 DIRECTORY OF MN OFFICIALS	101	40200	4890				\$99.90	\$99.90
LUBRICATION TECHNOLOGIES, INC	HYDRAULIC OIL	701	46500	2130				\$403.32	\$403.32
MEMPHIS NET & TWINE CO., INC	6 TENNIS NETS	101	43710	2240				\$946.38	\$946.38
MENARDS CASHWAY LUMBER *MAPLEW	TOOLS	701	46500	2400		002		\$24.30	\$24.30
METERING & TECHNOLOGY SOLUTION	GASKETS FOR METERS	601	45050	2510		002		\$138.07	\$138.07
NORTHERN ELECTRICAL CONTRACTOR	REPAIRS TO CC BANQUET ROOM AND CITY HALL	220	43800	3810		001		\$389.79	\$389.79
NORTHERN ELECTRICAL CONTRACTOR	SIDEWALK BOLLARD REPAIR CC	101	43710	3190				\$253.75	\$253.75
NORTHERN ELECTRICAL CONTRACTOR	ELECTRICAL REPAIRS TO LANDSCAPE LIGHTING	101	43710	3190				\$2,588.05	\$2,588.05
NORTHERN ELECTRICAL CONTRACTOR	REPAIRS TO POOL LIGHTS	220	43800	3810		007		\$527.50	\$527.50
OFFICE DEPOT	COPY STAMPS - COMMUNITY CENTER	220	43800	2010				\$17.98	\$17.98
OFFICE DEPOT	LUNCHROOM SUPPLIES	101	40800	2180				\$47.00	\$47.00
PREFERRED SYSTEMS MAINTENANCE	SERVER MAINTENANCE COVERAGE	101	40550	3860		004		\$800.00	\$800.00
RAMSEY COUNTY PROPERTY RECORDS	EMERGENCY COMMUNICATION RADIO USER FEE	701	46500	4330				\$134.16	\$134.16
SIMPLEXGRINNELL LP	FIRE ALARMS SPRINKLERS AND SUPPRESSION	701	46500	3196		002		\$1,372.00	\$1,372.00
SOLBREKK	LASERFICHE MODULES FOR GL PRINTING	422	40550	5800		008		\$3,606.00	\$3,606.00
SOMINN MACHINERY SALES INC	SHIPPING FOR IRONWORKER	701	46500	5800				\$650.00	\$650.00
STAR TRIBUNE	ASST TO CITY MANAGER JOB AD	101	40210	3360		002		\$504.00	\$504.00
TESSMAN SEED CO	PRE-EMERGENT WEED CONTROL/HERBICIDE/SEED	101	43710	2260				\$2,150.85	\$2,150.85
UNI FIRST CORPORATION	UNIFORM RENTAL	101	42200	3970		001		\$38.41	\$153.63
		601	45050	3970		001		\$38.41	
		602	45550	3970		001		\$38.41	
		603	45850	3970		001		\$19.20	
		701	46500	3970		001		\$19.20	
UNI FIRST CORPORATION	UNIFORM RENTAL	101	42200	3970		001		\$47.49	
		601	45050	3970		001		\$47.49	
		602	45550	3970		001		\$47.49	
		603	45850	3970		001		\$23.76	

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt	
UNIFIRST CORPORATION	UNIFORM RENTAL PARKS	701	46500	3970		001	\$23.76	\$189.99	
UNIFIRST CORPORATION	UNIFORM RENTAL PARKS	101	43710	3970			\$61.00	\$61.00	
UNIFIRST CORPORATION	UNIFORM RENTAL CC	101	43710	3970			\$61.00	\$61.00	
UNIFIRST CORPORATION	UNIFORM RENTAL CC	220	43800	3970			\$49.46	\$49.46	
UNIFIRST CORPORATION	UNIFORM RENTAL CC	220	43800	3970			\$49.46	\$49.46	
VIKING INDUSTRIAL CENTER	SAFETY VESTS	101	43710	2180			\$109.74	\$109.74	
YALE MECHANICAL INC	REPLACE SENSORS/MAINTENANCE CENT	701	46500	3196		003	\$1,659.74	\$1,659.74	
YALE MECHANICAL INC	THERMO STAT BOOSTER	601	45050	2280		005	\$495.51		
ZARNOTH BRUSH WORKS, INC.	BROOMS FOR SWEEPERS	701	46500	2220			\$3,524.20	\$3,524.20	
ZIEGLER, INCORPORATED	QUICK ATTACH COUPLER FOR 924H	701	46500	2220			\$622.84	\$622.84	
Total of all invoices:								\$46,014.32	

Purchase Voucher

City of Shoreview
 4600 Victoria Street North
 Shoreview MN 55126

Voucher Number	41,256
Vendor number	01095 1 2014
Vendor name	ADVANCED ENGINEERING AND
Address	ENVIRONMENTAL SERVICES INC 4050 GARDEN VIEW DRIVE SUITE 200 GRAND FORKS ND 58201

Date	Comment line on check	Invoice number	Amount
03-31-14	WTP PRELIMINARY DESIGN CP14-02	38136	\$30,772.15

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
454 47000 5910	\$30,772.15

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

Reviewed by: Tom Wesolowski 4/16/14
 (signature required) Tom Wesolowski

Approved by: Terry Schwerm
 (signature required) Terry Schwerm

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

Quote 1	
Quote 2	
Explanation if no quote received	

LICENSE APPLICATIONS

Moved by Councilmember

Seconded by Councilmember

To approve the License Applications as listed on the attached report dated May 05, 2014.

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

May 05, 2014
Regular Council Meeting

CITY OF SHOREVIEW - LICENSE APPLICATIONS
May 05, 2014

<u>LICENSE #</u>	<u>BUSINESS NAME</u>	<u>TYPE</u>
2014-C29	Gosiak Tree Service	Tree Trimmer
2014-C30	All Seasons Tree Service	Tree Trimmer

The above licenses are recommended for approval: _____
License/Permit Clerk

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to approve Ordinance No. 921 amending Mayor and Council salaries effective January 1, 2015.

ROLL CALL: AYES _____ NAYS _____

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

Regular Council Meeting
May 5, 2014

Memorandum

To: Mayor and City Council

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

Date: April 29, 2014

Re: Discussion Regarding Council Salaries

Introduction and Background

State law requires that compensation adjustments for elected officials be done prior to the election this year and that any adjustment cannot be effective until the following year. The last time the salary for the Mayor and Council members was increased was January 1, 2013.

In September 1998, the Council adopted a policy that established guidelines for adjustments to Council salaries. These guidelines indicate:

- 1) That adjustments to Council salaries should occur every two years;
- 2) That the adjustment should be by an amount equal to the cost of living adjustment provided for employees in that year;
- 3) That Council salaries should be within 10% of other similar sized cities (populations from 20,000 to 50,000).

Discussion

Currently, the Mayor's salary is \$763 per month. A review of similar sized cities shows that the average mayor salary is \$784 per month. Shoreview's current Mayor compensation is 2.71% below the average. A 2% adjustment to the Mayor salary would bring the compensation level up to \$779 per month, which is within the 10% range of the average compensation at similar sized cities.

Currently, the Council's salary is \$566 per month. A review of similar sized cities shows that the average council salary is \$590 per month. Shoreview's current Council compensation is 4.13% below the average. A 2% adjustment to the Council salaries would bring the compensation level up to \$578 per month, which is within the 10% range of the average compensation at similar sized cities.

Information regarding Council compensation levels at other cities and the Council policy are attached.

Recommendation

Based on the Council policy regarding salary adjustments, it is recommended that the Council approve Ordinance 921 amending Mayor and Council salaries effective January 1, 2015.

**STATE OF MINNESOTA
COUNTY OF RAMSEY
CITY OF SHOREVIEW**

ORDINANCE NO. 921

AN ORDINANCE AMENDING MAYOR AND COUNCIL SALARIES

The Shoreview City Council ordines that Section 302.010(A) and 302.010(B) of the Shoreview Municipal Code is amended to read as follows:

302.01. Compensation. The Mayor and Councilmembers of the City of Shoreview shall be compensated as follows:

(A) As of January 1, 2015, the salary of the Mayor shall be Seven Hundred and Seventy-nine dollars (\$779) per month.

(B) As of January 1, 2015, the salaries of Shoreview City Council members shall be Five Hundred and Seventy-eight dollars (\$578) per month.

Adoption Date. Passed by the City Council of the City of Shoreview on the 5th day of May 2014.

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

Publication Date: Published on the ___ day of _____, 2014.

Sandra C. Martin, Mayor

SEAL

Comparison of Mayor and Council Salaries

(Using cities with populations from 20,000 to 50,000)

April 2014

City	Population	Mayor	Council
Edina	49,491	\$ 7,051	\$ 5,101
Apple Valley	49,376	11,220	8,028
St. Louis Park	46,293	11,796	6,807
Maplewood	37,755	12,855	11,314
Shakopee	34,691	7,854	6,715
Cottage Grove	34,502	9,216	6,780
Roseville	34,178	9,300	7,020
Richfield	33,859	9,979	7,746
Andover	31,298	9,500	7,500
Brooklyn Center	29,810	11,500	8,805
Savage	27,567	8,000	6,000
Fridley	26,347	10,530	7,647
Chaska	24,177	8,208	6,948
Champlin	23,934	9,550	6,610
Chanhassen	23,629	6,000	4,800
Prior Lake	23,335	9,420	7,440
Ramsey	23,272	8,000	6,000
Hastings	22,491	8,400	6,000
New Brighton	22,321	8,600	7,000
Crystal	22,014	10,515	8,089
Rosemount	21,521	8,528	6,396
New Hope	20,718	11,170	8,050
Golden Valley	20,312	11,619	8,696
Lino Lakes	20,305	6,272	5,018
South St. Paul	20,180	10,200	6,600

<i>Average</i>	30,141	\$9,411	\$7,084
<i>Monthly Average</i>		\$784	\$590

Shoreview Current	\$9,156	\$6,792
Percent Difference	-2.71%	-4.13%

Value of 2% increase	\$9,344	\$6,933
Monthly Average	\$779	\$578
Percent Difference*	-0.71%	-2.14%

*A 2% increase falls within 10% of the average salaries, as established by Council guidelines.

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

To adopt Resolution No. 14-24 approving the maintenance agreement between the City and the Rice Creek Watershed District for stormwater infrastructure associated with City Project 14-01 and authorizing the Mayor to sign the agreement.

ROLL CALL: AYES _____ **NAYS** _____

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

REGULAR COUNCIL MEETING

MAY 5, 2014

#14-01

TO: MAYOR, CITY COUNCIL, CITY MANAGER

FROM: TOM WESOLOWSKI
CITY ENGINEER

DATE: APRIL 29, 2014

SUBJ: APPROVAL OF MAINTENANCE AGREEMENT FOR
STORMWATER INFRASTRUCTURE ASSOCIATED
WITH CITY PROJECT 14-01

BACKGROUND

The Hanson/Oakridge Neighborhood is located within the Rice Creek Watershed District (RCWD) and they have regulatory authority for stormwater management on the site.

DISCUSSION

As part of the Hanson/Oakridge improvements the following stormwater infrastructure will be installed:

1. Catch basin manholes and underground piping.
2. Underground infiltration chambers.
3. Permeable concrete pavement with rock storage layer.

The City is required to obtain a stormwater permit from the RCWD for the Hanson/Oakridge Neighborhood reconstruction project. As a condition of the permit the City must enter into a maintenance agreement with the RWCD for the stormwater infrastructure that will be installed as part of the project. A copy of the agreement is attached at the end of this report. The maintenance requirements listed in the agreement are consistent with City's existing maintenance strategies. Council approval is required for the City to enter into an agreement with the RCWD

RECOMMENDATION

It is recommended that the City Council approve the maintenance agreement for the stormwater management facilities that will be installed as part of the Hanson/Oakridge Neighborhood Reconstruction, City Project 14-01, and authorize the Mayor to sign the agreement.

TEW/

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

HELD MAY 5, 2014

* * * * *

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota, was duly called and held at the Shoreview City Hall in said City on May 5, 2014, 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. 14-24

**APPROVING THE MAINTENANCE AGREEMENT BETWEEN THE CITY AND THE
RICE CREEK WATERSHED DISTRICT FOR STORMWATER INFRASTRUCTURE
ASSOCIATED WITH CITY PROJECT 14-01**

WHEREAS, stormwater infrastructure will be installed as part of the Hanson/Oakridge Neighborhood Reconstruction project; and

WHEREAS, the Hanson/Oakridge Neighborhood is located within the Rice Creek Watershed District; and

WHEREAS, it is necessary for the City to enter into the maintenance agreement as a condition of the Rice Creek Watershed Permit #14-010.

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

That the Maintenance Agreement between the City and the Rice Creek Watershed for stormwater infrastructure associated with City Project No. 14-01 is hereby approved and authorize the Mayor to sign said agreement.

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

and the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted this 5th day of May, 2014.

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 5th day of May 2014, 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 approving the Maintenance Agreement between the City and the Rice Creek Watershed District for Stormwater Infrastructure with City Project 14-01.

WITNESS MY HAND officially as such Manager and the corporate seal of the City of Shoreview, Minnesota, this 6th day of May 2014.

Terry Schwerm
City Manager

SEAL

MAINTENANCE AGREEMENT
Stormwater Management Facilities
Between the Rice Creek Watershed District and
City of Shoreview

This Maintenance Agreement (“Agreement”) is made by and between the Rice Creek Watershed District, a watershed district with purposes and powers set forth at Minnesota Statutes Chapters 103B and 103D and a drainage authority pursuant to chapter 103E of the laws of the State of Minnesota, (RCWD), and the City of Shoreview, Minnesota, a municipal corporation of the State of Minnesota, 4600 Victoria Street North, Shoreview, Minnesota 55126 (“Permittee”).

Recitals and Statement of Purpose

WHEREAS pursuant to Minnesota Statutes § 103D.345, the RCWD has adopted and implements Rule C, Stormwater Management Plans;

WHEREAS Rule C imposes certain requirements, which the Permittee will meet in this case by constructing and maintaining stormwater management facilities as identified on the site plan incorporated into this Agreement as Exhibit A;

WHEREAS in accordance with Rule C and as a condition of Permit 14-010, the Permittee’s obligation to maintain these stormwater facilities must be memorialized by a recorded maintenance declaration or, alternatively, a maintenance agreement establishing the Permittee’s perpetual maintenance obligation;

WHEREAS the Permittee and the RCWD execute this Agreement to fulfill the condition of Permit 14-010, and concur that it is binding and rests on mutual valuable consideration;

THEREFORE:

1. The Permittee, at its cost, will inspect and maintain the stormwater management facilities delineated and labeled on Exhibit A as follows: Stormwater inlets, piping, sumps, underground infiltration chambers, and permeable concrete block/mat. The Permittee will:

- a. Obtain certified as-built survey of the stormwater management facilities.
- b. Permeable concrete block/mat shall be vacuumed monthly, or more often if needed, to remove debris from the space between the blocks to restore the infiltration rate through the blocks.
- c. Inspect underground infiltration chambers annually to preserve live storage capacity at or above the design volume. Remove excess sediment and debris to ensure that the facilities continue to perform per design.
- d. Inspect sump catch basins and sump manholes annually. Accumulated sediment and debris will be removed so that the each facility continues to operate as designed and erosion or structural problems are corrected.
- e. Inspect conveyances and other structures annually. Ensure preservation of designed hydraulic capacity.

2. If the Permittee conveys into private ownership a fee interest in all or any portion of the public property that is subject to this Agreement, it must require as a condition of sale, and enforce: (a) that the purchaser record a declaration on the property incorporating the stormwater management facility maintenance requirements of this Agreement; and (b) that recordation occur either before any encumbrance is recorded on the property or, if after, only as accompanied by a subordination and consent executed by the encumbrance holder ensuring that the declaration will run with the land in perpetuity. If the Permittee conveys into public ownership a fee interest in all or any portion of the property that is subject to this Agreement, it must require as a condition of the purchase and sale agreement that the purchaser accept an assignment of all obligations vested under this Agreement.

3. This Agreement is in force for five years from the date on which it is fully executed and will renew automatically for five-year terms unless terminated by the parties. This Agreement may be amended only in a writing signed by the parties.

4. The recitals are incorporated as a part of this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement.

RICE CREEK WATERSHED DISTRICT

By: _____
RCWD Administrator, Phil Belfiori

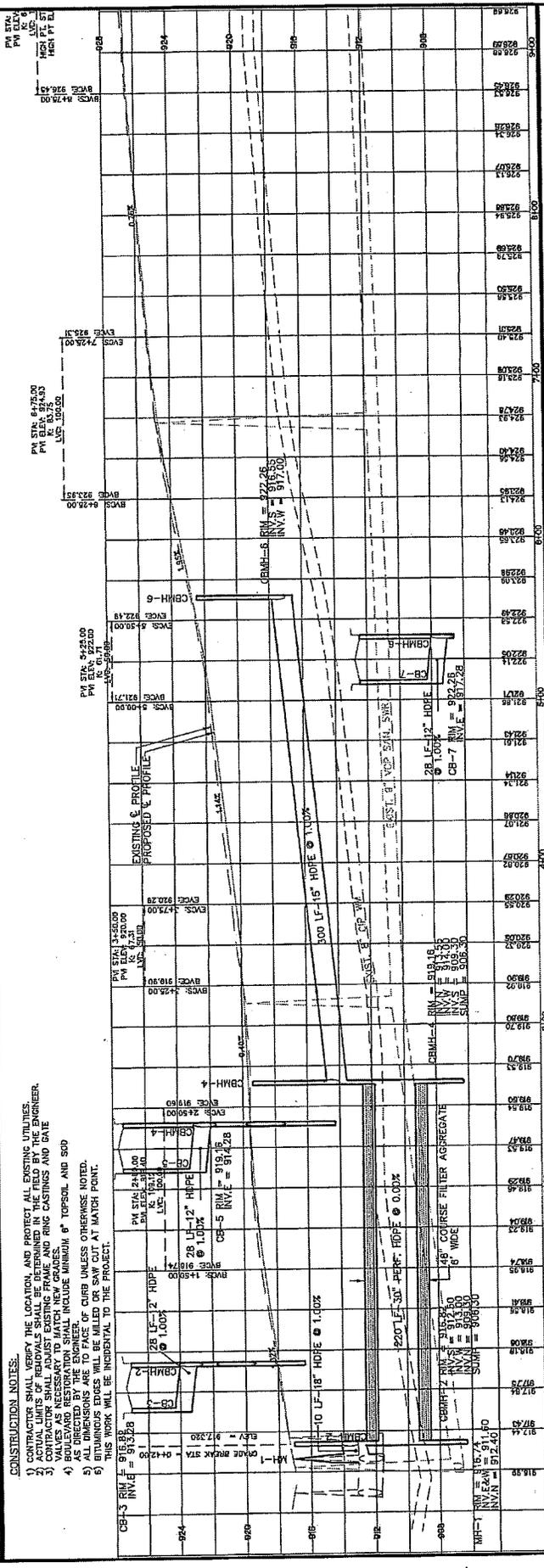
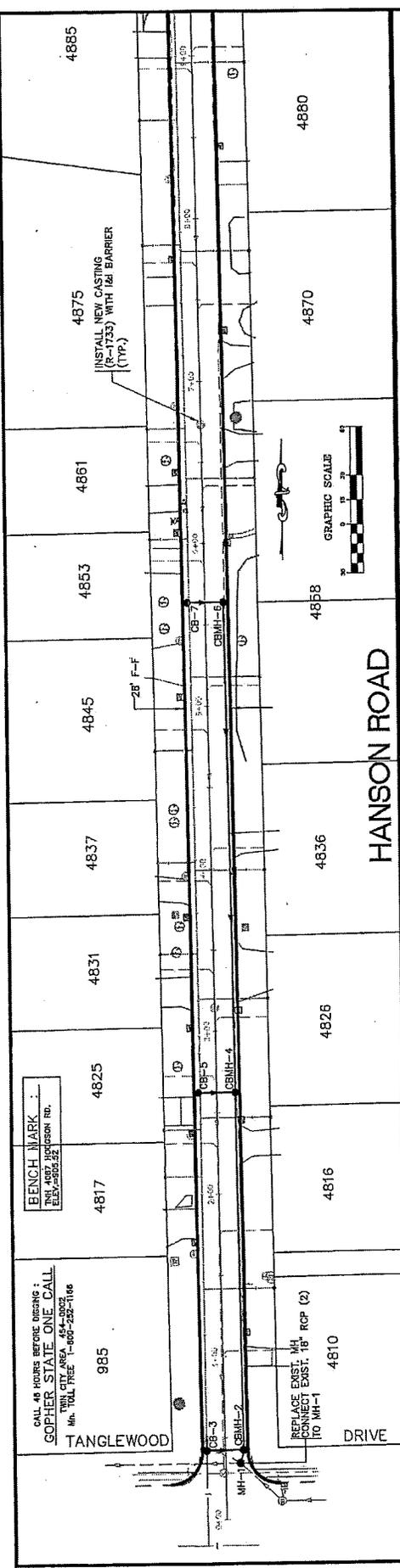
Date:

CITY OF SHOREVIEW

By: _____
Its Mayor, Sandy Martin

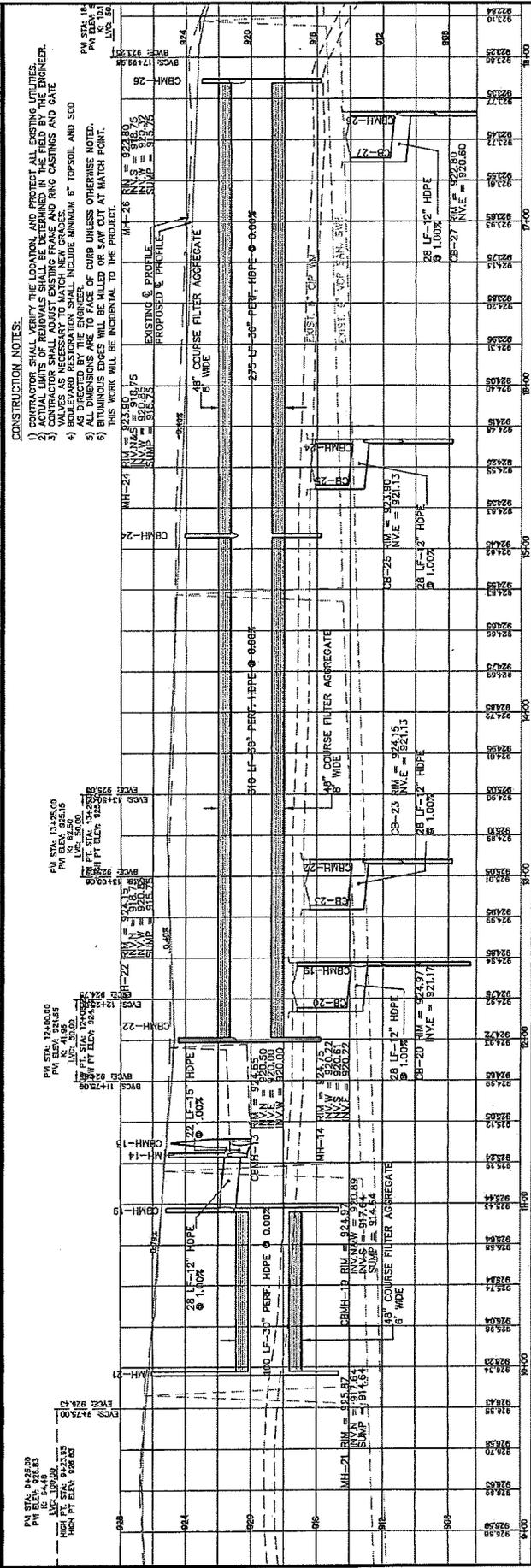
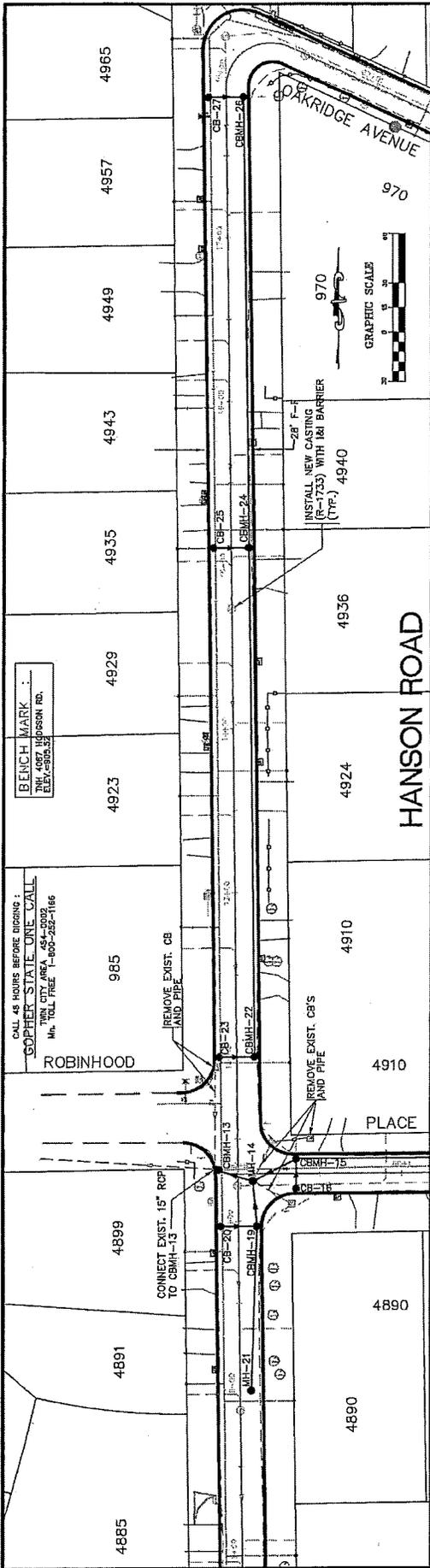
Date:

Exhibit A



- CONSTRUCTION NOTES:**
- 1) CONTRACTOR SHALL VERIFY THE LOCATION AND PROTECT ALL EXISTING UTILITIES.
 - 2) ACTUAL LIMITS OF REMOVALS SHALL BE DETERMINED IN THE FIELD BY THE ENGINEER.
 - 3) CONTRACTOR SHALL ADJUST EXISTING FRAME AND RING CASTINGS AND DATE.
 - 4) REPAIR AND RESTORATION SHALL INCLUDE MINIMUM 6" TOPSOIL AND SOD.
 - 5) AS DIRECTED BY THE ENGINEER.
 - 6) ALL DIMENSIONS ARE TO FACE UNLESS OTHERWISE NOTED.
 - 7) THIS WORK WILL BE INCIDENTAL TO THE PROJECT.

DATE:	REVISIONS:	BY:	APPROVED:
DESIGNED BY: <u>CHN</u> DRAWN BY: <u>CHN</u> CHECKED BY: <u>CHN</u>		CITY OF SHOREVIEW SHOREVIEW SHOREVIEW	
HANSON ROAD STREET AND STORM SEWER PLAN AND PROFILE		CITY PROJECT NO. 14-01 SHEET NO. 9 OF 14	



DATE: _____ BY: _____

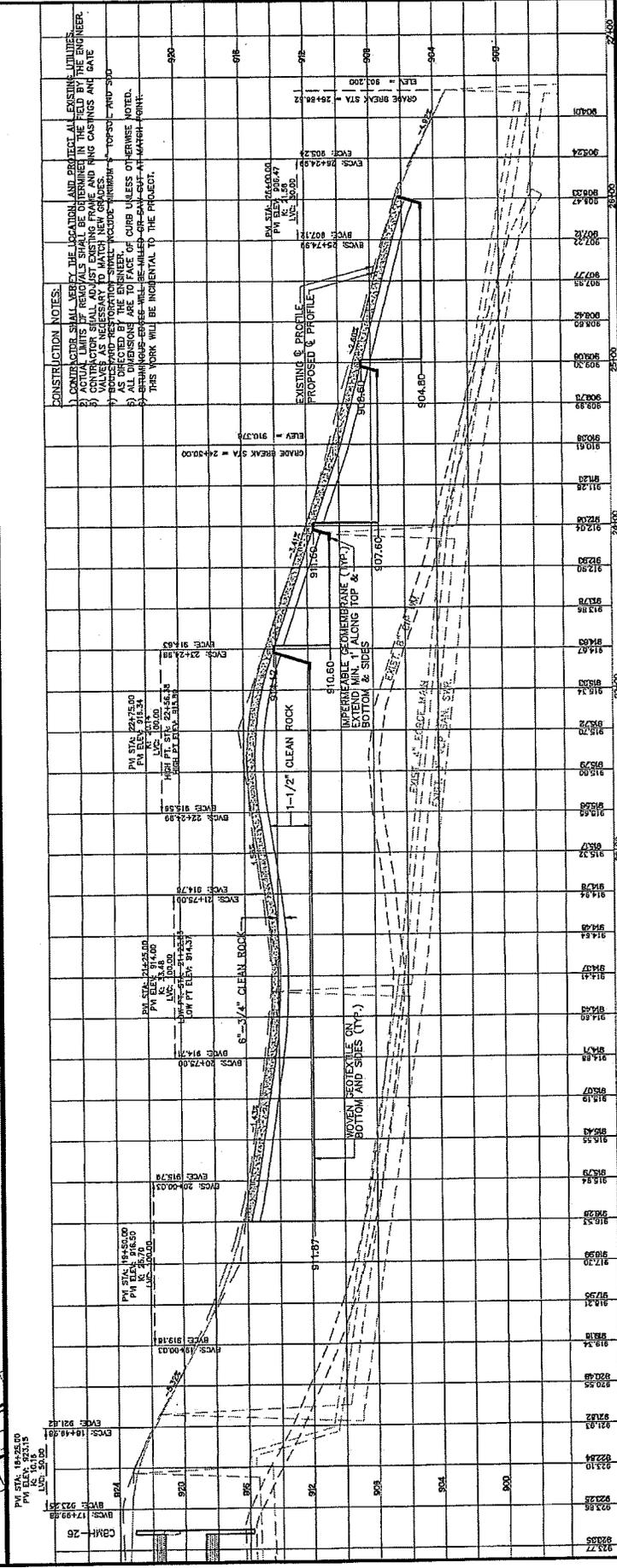
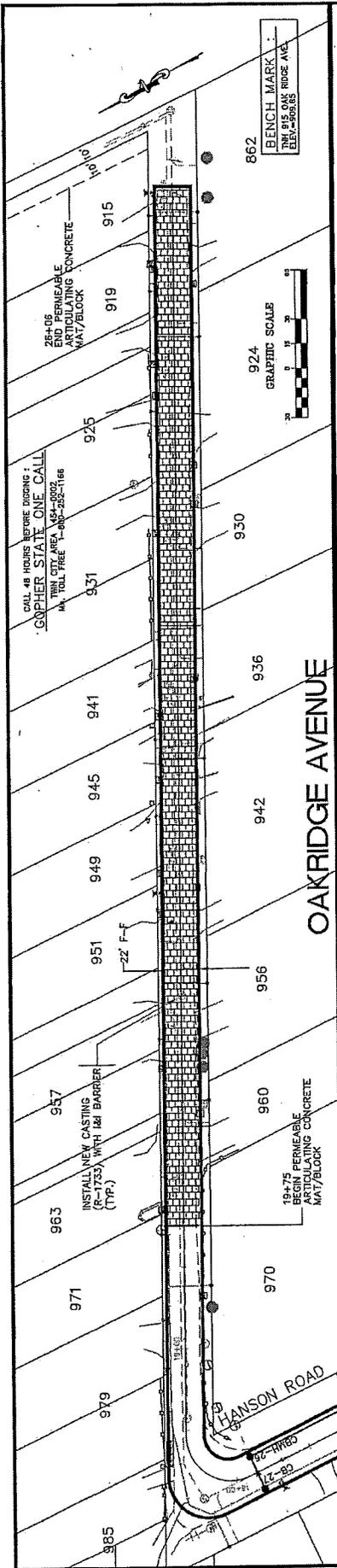
DESIGNED BY: GHL
 DRAWN BY: GHL
 CHECKED BY: JEW

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
 DATE: APR 7, 2011 REG. NO. 48245

CITY OF SHOREVIEW
 SHOREVIEW SHOREVIEW

HANSON ROAD
 STREET AND STORM SEWER
 PLAN AND PROFILE

CITY PROJECT NO. 14-01 SHEET NO. 10 OF 14

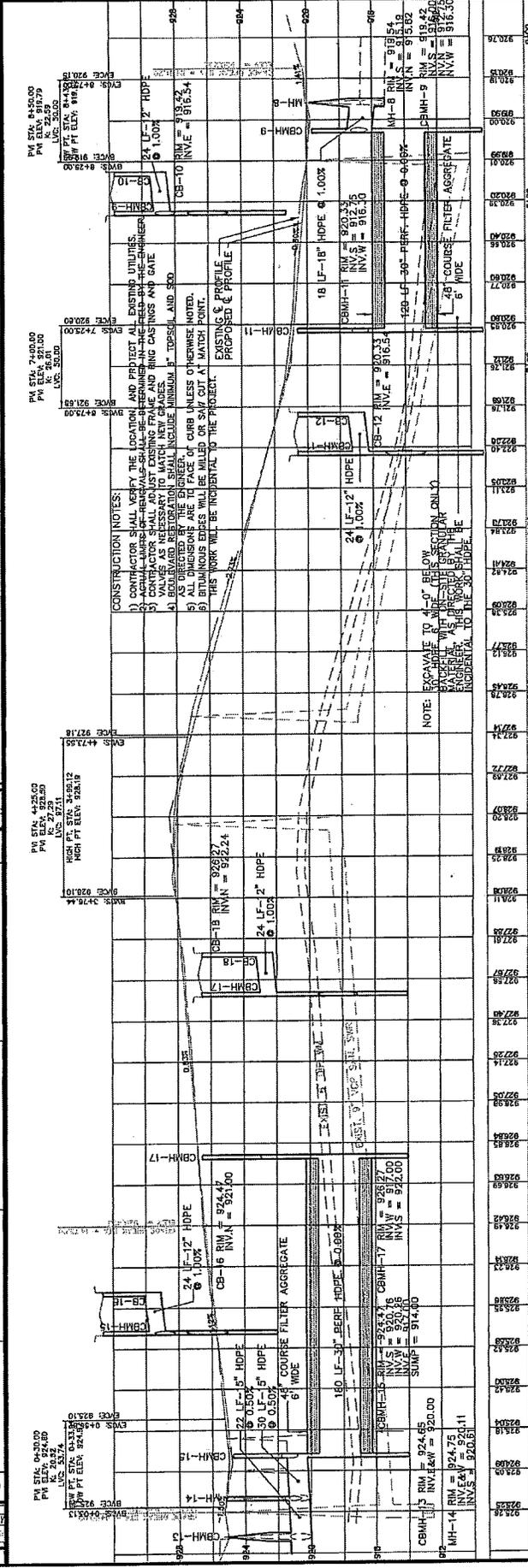
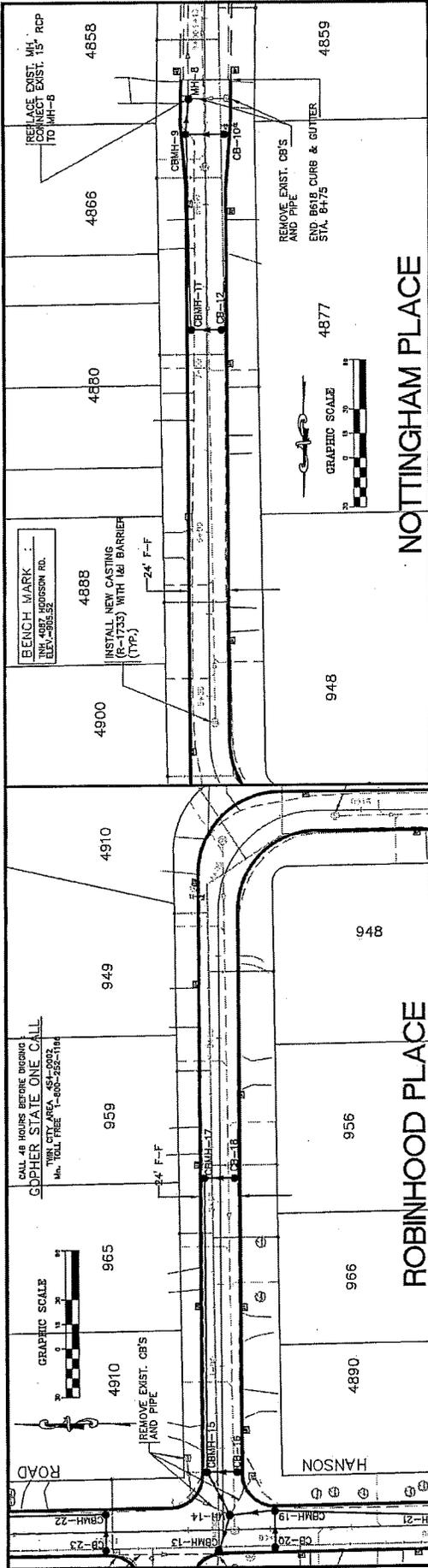


CONSTRUCTION NOTES:

- 1) CONTRACTOR SHALL VERIFY THE LOCATION AND DEPTH OF ALL EXISTING UTILITIES.
- 2) ACTUAL LIMITS OF REVISIONS SHALL BE OBTAINED IN THE FIELD BY THE ENGINEER.
- 3) ALL DIMENSIONS ARE TO FACE OF CURB UNLESS OTHERWISE NOTED.
- 4) ALL DIMENSIONS ARE TO FACE OF CURB UNLESS OTHERWISE NOTED.
- 5) BRANCHINGS SHALL BE MAILED OR SANITARY AT MATCH POINT.

THIS WORK WILL BE INCIDENTAL TO THE PROJECT.

STATION	ELEVATION	DESCRIPTION
985	917.00	PM STA 16+55.00
984	917.00	PM STA 16+55.00
983	917.00	PM STA 16+55.00
982	917.00	PM STA 16+55.00
981	917.00	PM STA 16+55.00
980	917.00	PM STA 16+55.00
979	917.00	PM STA 16+55.00
978	917.00	PM STA 16+55.00
977	917.00	PM STA 16+55.00
976	917.00	PM STA 16+55.00
975	917.00	PM STA 16+55.00
974	917.00	PM STA 16+55.00
973	917.00	PM STA 16+55.00
972	917.00	PM STA 16+55.00
971	917.00	PM STA 16+55.00
970	917.00	PM STA 16+55.00
969	917.00	PM STA 16+55.00
968	917.00	PM STA 16+55.00
967	917.00	PM STA 16+55.00
966	917.00	PM STA 16+55.00
965	917.00	PM STA 16+55.00
964	917.00	PM STA 16+55.00
963	917.00	PM STA 16+55.00
962	917.00	PM STA 16+55.00



PLAN STA. 48+00.00
 PVI ELEV. 917.70
 I.C. 2.50%
 L.V.C. 33.74%
 HIGH PT. STA. 48+13.20
 HIGH PT. ELEV. 918.24

PLAN STA. 49+00.00
 PVI ELEV. 920.00
 I.C. 2.50%
 L.V.C. 33.74%
 HIGH PT. STA. 49+13.20
 HIGH PT. ELEV. 920.78

PLAN STA. 50+00.00
 PVI ELEV. 922.30
 I.C. 2.50%
 L.V.C. 33.74%
 HIGH PT. STA. 50+13.20
 HIGH PT. ELEV. 923.02

CONSTRUCTION NOTES:
 1) CONTRACTOR SHALL VERIFY THE LOCATION AND DEPTH OF ALL EXISTING UTILITIES.
 2) ALL UTILITIES DEEPER THAN 48\"/>

Station	Structure	RIM	INV.	INVS	INVA	Notes
48+00.00	MH-14	924.75	924.75	924.75	924.75	
48+00.00	CB-14	924.65	924.65	924.65	924.65	
48+00.00	CB-15	924.47	924.47	924.47	924.47	
48+00.00	CB-16	924.24	924.24	924.24	924.24	
48+00.00	CB-17	926.27	926.27	926.27	926.27	
48+00.00	CB-18	929.27	929.27	929.27	929.27	
48+00.00	CB-19	931.00	931.00	931.00	931.00	
48+00.00	CB-20	932.00	932.00	932.00	932.00	
48+00.00	CB-21	933.00	933.00	933.00	933.00	
48+00.00	CB-22	934.00	934.00	934.00	934.00	
48+00.00	CB-23	935.00	935.00	935.00	935.00	
48+00.00	CB-24	936.00	936.00	936.00	936.00	
48+00.00	CB-25	937.00	937.00	937.00	937.00	
48+00.00	CB-26	938.00	938.00	938.00	938.00	
48+00.00	CB-27	939.00	939.00	939.00	939.00	
48+00.00	CB-28	940.00	940.00	940.00	940.00	
48+00.00	CB-29	941.00	941.00	941.00	941.00	
48+00.00	CB-30	942.00	942.00	942.00	942.00	
48+00.00	CB-31	943.00	943.00	943.00	943.00	
48+00.00	CB-32	944.00	944.00	944.00	944.00	
48+00.00	CB-33	945.00	945.00	945.00	945.00	
48+00.00	CB-34	946.00	946.00	946.00	946.00	
48+00.00	CB-35	947.00	947.00	947.00	947.00	
48+00.00	CB-36	948.00	948.00	948.00	948.00	
48+00.00	CB-37	949.00	949.00	949.00	949.00	
48+00.00	CB-38	950.00	950.00	950.00	950.00	
48+00.00	CB-39	951.00	951.00	951.00	951.00	
48+00.00	CB-40	952.00	952.00	952.00	952.00	
48+00.00	CB-41	953.00	953.00	953.00	953.00	
48+00.00	CB-42	954.00	954.00	954.00	954.00	
48+00.00	CB-43	955.00	955.00	955.00	955.00	
48+00.00	CB-44	956.00	956.00	956.00	956.00	
48+00.00	CB-45	957.00	957.00	957.00	957.00	
48+00.00	CB-46	958.00	958.00	958.00	958.00	
48+00.00	CB-47	959.00	959.00	959.00	959.00	
48+00.00	CB-48	960.00	960.00	960.00	960.00	
48+00.00	CB-49	961.00	961.00	961.00	961.00	
48+00.00	CB-50	962.00	962.00	962.00	962.00	
48+00.00	CB-51	963.00	963.00	963.00	963.00	
48+00.00	CB-52	964.00	964.00	964.00	964.00	
48+00.00	CB-53	965.00	965.00	965.00	965.00	
48+00.00	CB-54	966.00	966.00	966.00	966.00	
48+00.00	CB-55	967.00	967.00	967.00	967.00	
48+00.00	CB-56	968.00	968.00	968.00	968.00	
48+00.00	CB-57	969.00	969.00	969.00	969.00	
48+00.00	CB-58	970.00	970.00	970.00	970.00	
48+00.00	CB-59	971.00	971.00	971.00	971.00	
48+00.00	CB-60	972.00	972.00	972.00	972.00	
48+00.00	CB-61	973.00	973.00	973.00	973.00	
48+00.00	CB-62	974.00	974.00	974.00	974.00	
48+00.00	CB-63	975.00	975.00	975.00	975.00	
48+00.00	CB-64	976.00	976.00	976.00	976.00	
48+00.00	CB-65	977.00	977.00	977.00	977.00	
48+00.00	CB-66	978.00	978.00	978.00	978.00	
48+00.00	CB-67	979.00	979.00	979.00	979.00	
48+00.00	CB-68	980.00	980.00	980.00	980.00	
48+00.00	CB-69	981.00	981.00	981.00	981.00	
48+00.00	CB-70	982.00	982.00	982.00	982.00	
48+00.00	CB-71	983.00	983.00	983.00	983.00	
48+00.00	CB-72	984.00	984.00	984.00	984.00	
48+00.00	CB-73	985.00	985.00	985.00	985.00	
48+00.00	CB-74	986.00	986.00	986.00	986.00	
48+00.00	CB-75	987.00	987.00	987.00	987.00	
48+00.00	CB-76	988.00	988.00	988.00	988.00	
48+00.00	CB-77	989.00	989.00	989.00	989.00	
48+00.00	CB-78	990.00	990.00	990.00	990.00	
48+00.00	CB-79	991.00	991.00	991.00	991.00	
48+00.00	CB-80	992.00	992.00	992.00	992.00	
48+00.00	CB-81	993.00	993.00	993.00	993.00	
48+00.00	CB-82	994.00	994.00	994.00	994.00	
48+00.00	CB-83	995.00	995.00	995.00	995.00	
48+00.00	CB-84	996.00	996.00	996.00	996.00	
48+00.00	CB-85	997.00	997.00	997.00	997.00	
48+00.00	CB-86	998.00	998.00	998.00	998.00	
48+00.00	CB-87	999.00	999.00	999.00	999.00	
48+00.00	CB-88	1000.00	1000.00	1000.00	1000.00	

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to adopt Resolution No. 14-22 prohibiting on-street parking on the outside of the Floral Drive loop, the north side of Floral Drive from the loop to Hodgson Road (CSAH 49) and on both sides within 30 feet Hodgson Road.

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

REGULAR COUNCIL MEETING
MAY 5, 2014

TO: MAYOR, CITY COUNCIL, CITY MANAGER

FROM: GLEN HOFFARD
SENIOR ENGINEERING TECHNICIAN

DATE: APRIL 30, 2014

SUBJECT: PARKING RESTRICTIONS FOR FLORAL DRIVE

INTRODUCTION

The reconstructed width of Floral Drive indicates the need for the establishment of parking restrictions for on-street parking on the outside of the Floral Drive loop, the north side of Floral Drive from the loop to Hodgson Road, and on both sides within 30-feet of Hodgson. State law requires that any change or sign additions be ordered by the City Council.

DISCUSSION

The feasibility study presented to the Council in February of 2012 recommended that due to the reconstructed road width of 24 feet from face of curb to face of curb, the City establish on-street parking restrictions on Floral Drive to recognize all relevant fire and safety codes.

It is proposed to establish parking restrictions that would prohibit on-street parking on the outside of the Floral Drive loop, the north side of Floral Drive from the loop to Hodgson Road (CSAH 49) and on both sides within 30 feet of Hodgson Road. Please refer to the attached map for the location of the No Parking areas. The inside of the loop and the south side from the loop to within 30-feet of Hodgson Road will remain open for parking for residents and guests.

These recommended parking restrictions are consistent with information discussed with the City Council and area residents during the development of the final plans for the 2012 Floral Drive, Demar Avenue, and Hanska Court Reconstruction Project, City Project No. 12-01.

Appropriate signage would be prepared and installed if authorized by the City Council.

RECOMMENDATION

It is recommended that the City Council approve the establishment of parking restrictions for Floral Drive. A resolution ordering the changes in regulatory traffic control is provided for consideration.

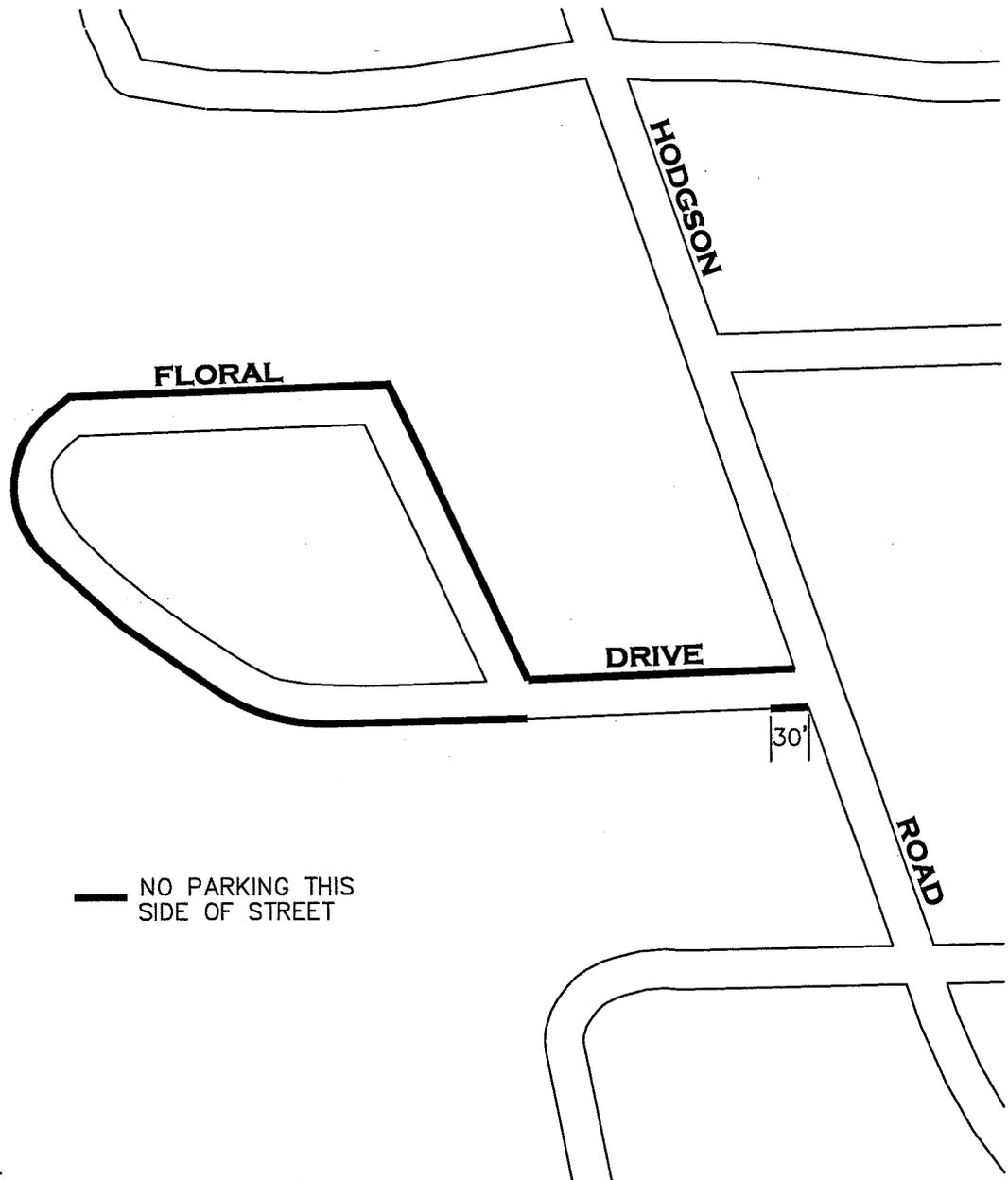
GMH\

CITY OF SHOREVIEW

FLORAL DRIVE

PARKING RESTRICTIONS

RESOLUTION NO. 14-22



NO SCALE

LOCATION MAP

MAY 2014

**EXTRACT OF MINUTES OF MEETING OF THE
CITY COUNCIL OF SHOREVIEW, MINNESOTA
HELD MAY 5, 2014**

* * * * *

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota, was duly called and held at the Shoreview City Hall in said City on May 5, 2014, 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. 14-22
ESTABLISHMENT OF PARKING RESTRICTIONS
FOR
FLORAL DRIVE

WHEREAS, the City of Shoreview, as a road authority, is responsible for traffic control on local city streets; and

WHEREAS, the reconstructed road width of Floral Drive does not provide adequate width for parking on both sides of the street; and

WHEREAS, City staff has reported findings and recommendations to the Shoreview City Council.

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

1. Parking restrictions are hereby established for on-street parking on the outside of the Floral Drive loop, the north side of Floral Drive from the loop to Hodgson Road (CSAH), and on both sides of Floral Drive within 30-feet of Hodgson Road.
2. The Public Works Director is hereby directed to place No Parking signage along the above described portions of Floral Drive.

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to adopt Resolution No. 14-26 authorizing the advertisement for bids for the 2014 Seal Coating Program, City Project 14-04, and authorize the taking of bids on June 5, 2014, 10:00 a.m., at the Shoreview City Hall.

ROLL CALL: AYES _____ NAYS _____

JOHNSON _____

QUIGLEY _____

WICKSTROM _____

WITHHART _____

MARTIN _____

REGULAR COUNCIL MEETING
MAY 5, 2014

#14-04

t/projects/sealcoat/2014/council/authbid14

TO: MAYOR, CITY COUNCIL, CITY MANAGER

FROM: THOMAS L. HAMMITT
SENIOR ENGINEERING TECHNICIAN

DATE: MAY 1, 2014

SUBJECT: 2014 SEAL COATING PROGRAM
CITY PROJECT 14-04
AUTHORIZE ADVERTISEMENT FOR BIDS

INTRODUCTION

Annually the Public Works Department requests bids for seal coating City streets. This year's project is Zone 7, which includes various streets in the very south portion of Shoreview. Council authorization is necessary to advertise for bids.

BACKGROUND

The Public Works Department utilizes various resources for street maintenance work each year. The Street Maintenance Division does our own crack sealing, patching and crosswalk painting. We generally contract with vendors for the road striping and request bids for street seal coating. Seal coating is a maintenance strategy that extends the life of asphalt streets. The City seal coats every street on a regular cycle. The City is divided into seven zones. A map of the seal coating zone is attached for reference. This year's street seal coating project is in Zone 7.

PROJECT COST

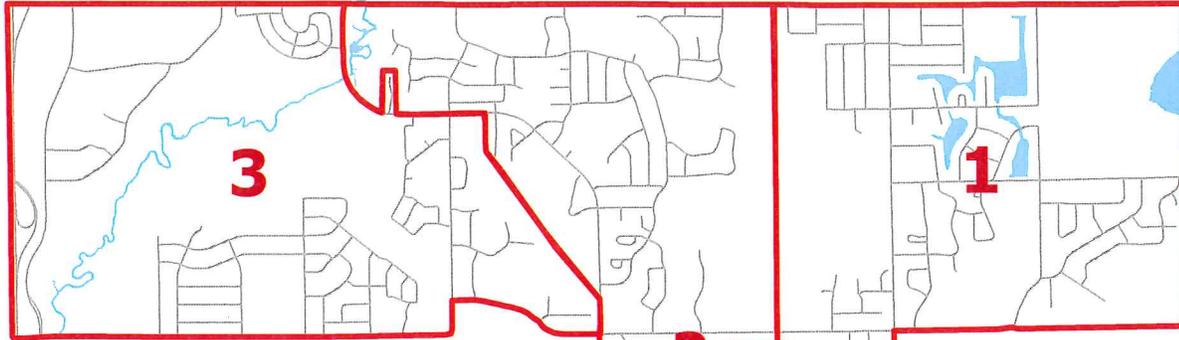
For 2014, the Capital Improvement Program allocates \$288,400 for seal coating. An additional \$19,000 is allocated for the crack-sealing program. The touch-up crack sealing and patching is typically completed in late May and June. At this time, based on information received from other City's bids, Shoreview should expect item costs to be about the same last years.

RECOMMENDATION

It is recommended that the City Council authorize the advertisement for bids for the 2014 seal coating program and that bids be opened on Thursday June 5, 2014 at 10:00 a.m.

#14-04

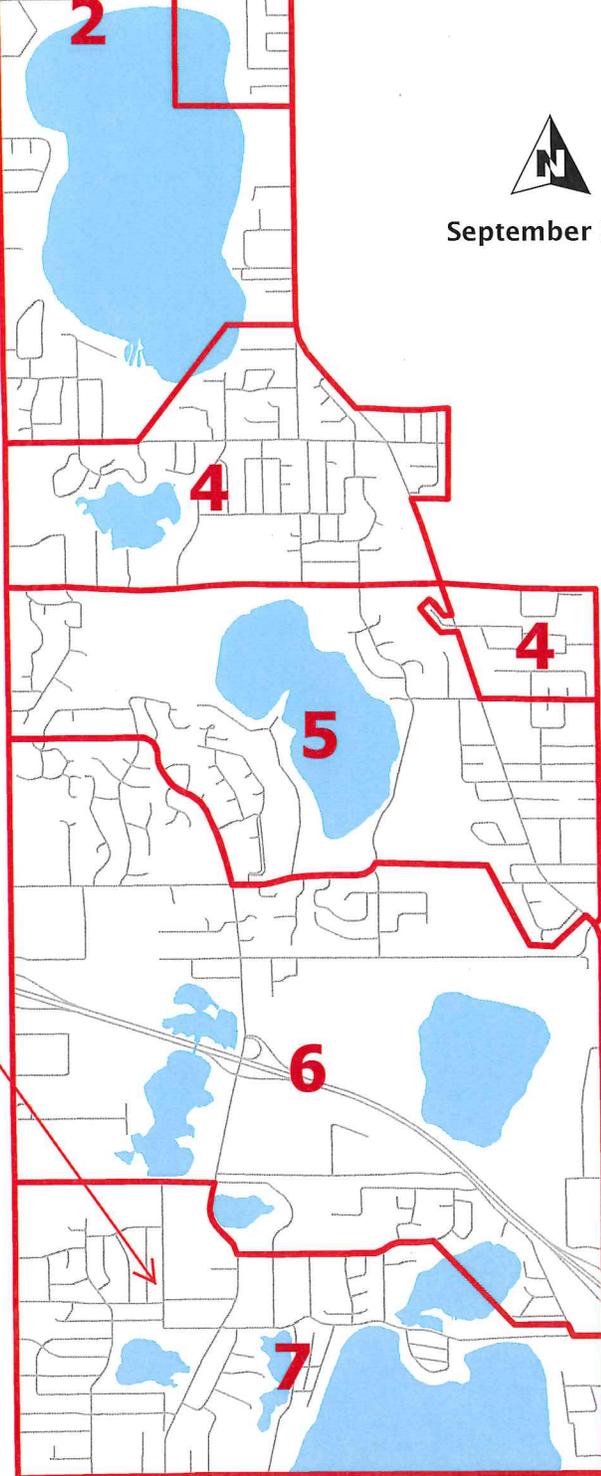
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Seal Coat Zones



September 2011



2014 STREET SEAL COAT
PROJECT 14-03
ZONE 7



*** PROPOSED ***

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

HELD MAY 5, 2014

* * * * *

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota, was duly called and held at the Shoreview City Hall in said City on May 5, 2014, 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. 14-26

**RESOLUTION AUTHORIZING THE ADVERTISEMENT OF BIDS
2014 SEAL COATING PROGRAM
CITY PROJECT 14-04**

WHEREAS, the Public Works Department has prepared plans and specifications for the 2014 Street Seal Coating Program and such plans should be advertised in the legal and trade publications.

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

The City Manager shall prepare and cause to be inserted in the official newspaper an Advertisement for Bids for the making of such improvement under such plans and specifications. The advertisement shall be published indicating the date of the bid opening, shall specify the work to be done, that the bids are the responsibility of the bidder and shall state that bids are to be received by the City until 10:00 a.m., local time, on June 5, 2014, at which time they will be publicly opened in the Council Chambers of the City Hall by two or more designated officers of the City.

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

and the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted this 5th day of May, 2014.

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 5th day of May, 2014, with the original thereof on file in my office and the same is a full, true and complete transcript therefrom insofar as the same relates authorizing the advertisement for bids on the 2014 Street Seal Coating Program.

WITNESS MY HAND officially as such Manager and the corporate seal of the City of Shoreview, Minnesota, this 6th day of May 2014.

Terry Schwerm
City Manager

SEAL

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to adopt Resolution No.14-23 accepting the base bid from Arnt Construction Co., Inc. for the Hanson/Oakridge Neighborhood Reconstruction, City Project #14-01 and authorize the Mayor and City Manager to execute a construction contract in the amount of \$1,424,934.40.

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

REGULAR COUNCIL MEETING
MAY 5, 2014

TO: MAYOR, CITY COUNCIL, AND CITY MANAGER
FROM: GLEN M. HOFFARD, SENIOR ENGINEERING TECHNICIAN
DATE: MAY 1, 2014
SUBJECT: RECEIPT OF BIDS AND AWARD OF CONTRACT
HANSON/ OAKRIDGE NEIGHBORHOOD RECONSTRUCTION
CITY PROJECT NO.14-01

INTRODUCTION

Sealed bids were received and opened on May 1, 2014, for the Hanson/Oakridge Neighborhood Reconstruction, City Project No. 14-01. The project location is shown on the attached drawing. Council action is required to award the construction contract.

DISCUSSION

On April 7, 2014, the City Council approved the plans and specifications and ordered the taking of bids for the Hanson/Oakridge Neighborhood Reconstruction, City Project No. 14-01. Accordingly, on May 1, 2014, three bids were received and opened for City Project No. 14-01. All bids were submitted with proper bid security in the amount of five (5) percent of the total amount of the bid as required by the project manual. The bids results are listed below:

<u>Contractor</u>	<u>Base Bid</u>
Arnt Construction Co., Inc.	\$1,424,934.40
Forest Lake Contracting, Inc.	\$1,444,052.80
Northdale Construction	\$1,697,535.73
Engineer's Estimate:	\$1,345,400.00

Given the above information, Arnt Construction Co., Inc. is the lowest responsible bidder. Arnt has performed work for the City in the past, most recently in 2013 on the County Road D and Cottage Lane Reconstruction and Owasso Realignment Projects. Arnt Construction Co., Inc. has previously demonstrated that they have the necessary resources to complete the project.

BID RESULTS

Although the low bid is approximately 6% higher than the engineer's estimate, the spread between the two low bids is small, which reflects a competitive bid environment. The small spread also indicates that the bids accurately reflect the construction costs required to complete the project. The bids were significantly higher for the water main and sanitary sewer portions of the project. Staff believes that these higher costs are directly related to the cost of materials due to increased construction activity throughout the metropolitan area.

The low bid results in a total estimated project cost of \$1,710,000.00. The estimated total project costs include an allowance for engineering, administration, and contingency items.

COSTS

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

<u>Item</u>	<u>Eng. Estimate</u>	<u>Bid Award</u>
Street Construction	\$ 712,500	\$ 755,000
Storm Sewer	\$ 443,000	\$ 402,500
Water main	\$ 268,000	\$ 390,000
Sanitary Sewer	\$ 123,500	\$ 162,500
Total Estimate Construction Cost	\$ 1,622,000	\$ 1,710,000

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		
Street Renewal		\$ 661,500
Assessments/Bonds		\$ 93,500
Storm Sewer		
Surface Water Fund		\$ 341,610
Assessments/Bonds		\$ 60,890
Water		
Water Fund		\$ 390,000
Sanitary Sewer		
Sewer Fund		\$ 162,500
Total Estimated Funding		\$1,710,000

The funding amounts required from the Street Renewal, Water, and Sanitary Sewer funds are higher than what was originally budgeted for the project. After conferring with the Finance Director it was determined the fund balances are sufficient to cover the costs associated with the improvements reflected in the approved construction plans.

RECOMMENDATION

It is recommended that the City Council adopt the attached resolution and accept the base bid from Arnt Construction Co., Inc. for the Hanson/Oakridge Neighborhood Reconstruction, City Project #14-01 and authorize the Mayor and City Manager to execute a construction contract in the amount of \$1,424,934.40.

#14-01



Shoreview

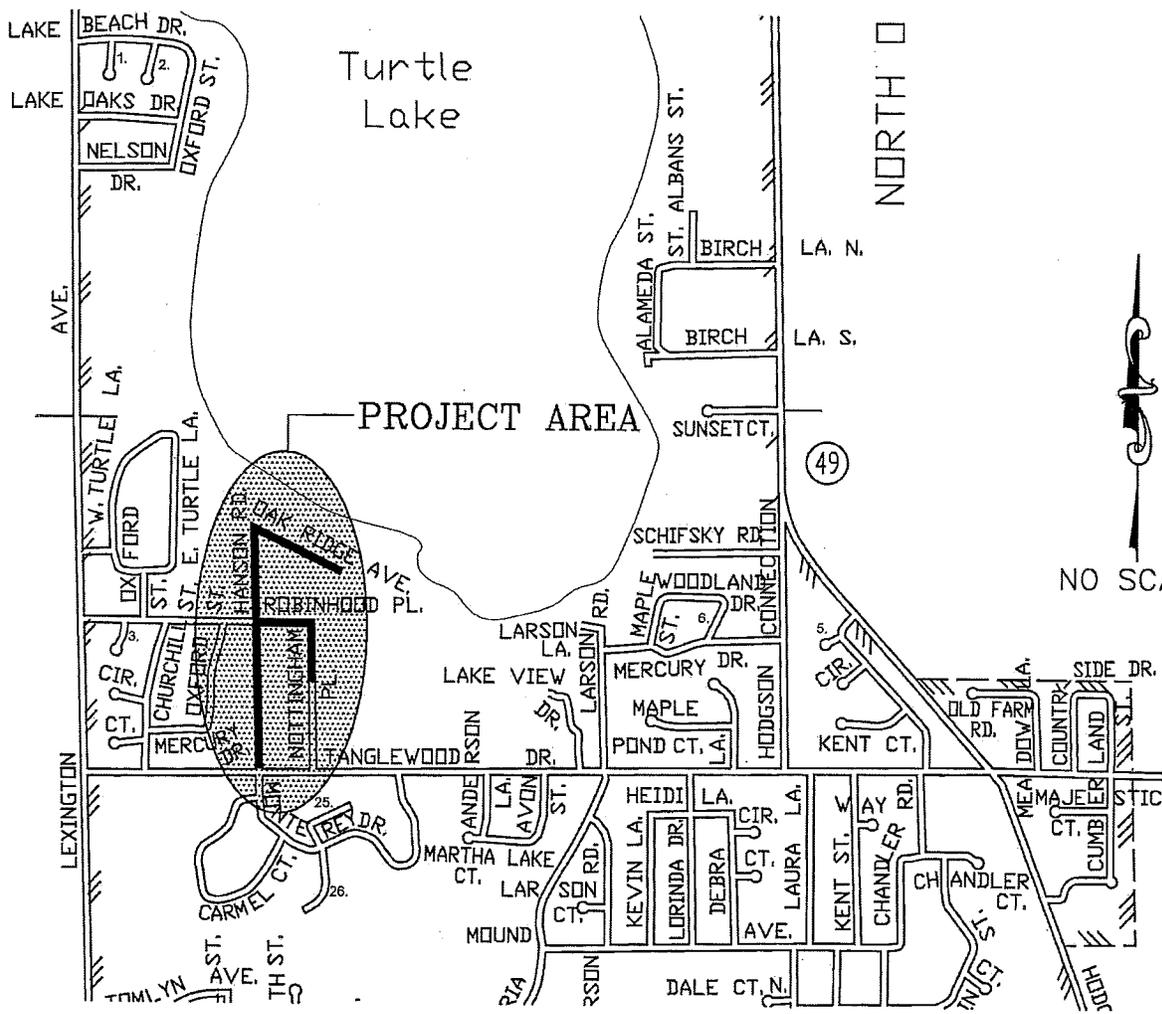
CITY OF SHOREVIEW

HANSON / OAK RIDGE

NEIGHBORHOOD

RECONSTRUCTION

CITY PROJECT 14-01



LOCATION MAP

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

HELD MAY 5, 2014

* * * * *

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota, was duly called and held at the Shoreview City Hall in said City on May 5, 2014, 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. 14-23

ACCEPTING THE LOWEST RESPONSIVE BID
AND AUTHORIZING THE EXECUTION OF A CONTRACT
FOR THE HANSON/OAKRIDGE NEIGHBORHOOD
RECONSTRUCTION, CITY PROJECT NO. 14-01

WHEREAS, the City of Shoreview has programmed in the Capital Improvement Program for the Hanson/Oakridge Neighborhood Reconstruction, City Project #14-01, and

WHEREAS, pursuant to an advertisement for bids for the improvement of City Project #14-01, bids were received, opened, and tabulated according to law, and the following bids received complying with the advertisement:

<u>Contractor</u>	<u>Base Bid</u>
Arnt Construction Co., Inc.	\$1,424,934.40
Forest Lake Contracting, Inc.	\$1,444,052.80
Northdale Construction	\$1,697,535.73
Engineer's Estimate:	\$1,345,400.00

WHEREAS, the City staff is recommending the City Council award the Base Bid to the lowest responsible bidder, Arnt Construction Co., Inc.

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to adopt Resolution 14-25 directing the preparation of and determining the cost sharing for a preliminary engineering report for Turtle Lake Augmentation.

ROLL CALL: AYES ____ NAYS ____

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

REGULAR COUNCIL MEETING
MAY 5, 2014

TO: MAYOR, CITY COUNCIL, AND CITY MANAGER
FROM: MARK MALONEY, PUBLIC WORKS DIRECTOR
DATE: APRIL 30, 2014
SUBJ: PRELIMINARY ENGINEERING REPORT AND COST PARTICIPATION
FOR TURTLE LAKE AUGMENTATION

INTRODUCTION

The City of Shoreview has received a request from the Turtle Lake Homeowner's Association (TLHA) to prepare a preliminary engineering and feasibility study for augmenting Turtle Lake. Staff is requesting City Council action concerning the preparation of this study and establishing cost sharing parameters with the TLHA.

DISCUSSION

The Shoreview City Council received a request at its March 10th workshop meeting from the Turtle Lake Homeowners Association (TLHA) Board to examine the feasibility of lake augmentation, and to prepare a preliminary engineering report.

As noted in the preliminary concept study that was completed in 2011 (portions attached), Turtle Lake was augmented by various water sources from 1923-1989. From 1950 through 1989, the augmentation occurred through the pumping of groundwater wells directly into the lake. During the 1950-1989 timeframe, the lake level was generally maintained between 891 and 892 feet as shown in the attached charts. The Department of Natural Resources banned the use of ground water wells for lake augmentation in 1989 and the pumping operations were discontinued.

Since that time, the lake level at Turtle Lake has fluctuated quite a bit. Turtle Lake is particularly susceptible to lake level fluctuations due to its small watershed. The lake level was low during the early 1990's, but rebounded to be at relatively high levels through the mid to late 1990's. It was low again in 2000 and rebounded quickly and was at high levels until 2006. Since 2007, the lake levels have generally remained below the 891.00 level, dropping as low as 889 late in 2009. The heavy snow and early spring rain this year have raised the lake level substantially and it is now at 891.12 as of this week.

Using the City's previous involvement in the Snail Lake augmentation, the Council has discussed the issue of TLHA participating in the cost of preparing the preliminary engineering report. As part of this discussion, City Council members stressed the essential role of the City as being responsible for the preparation of the study and administering the process as typical of a public improvement project. The estimated cost of the preliminary engineering report is

approximately \$100,000; and it is assumed that the total cost for an augmentation project for Turtle Lake could be in the \$1.5M - \$2.0M range. However, actual project costs would be highly dependent on the conditions set forth in environmental and water appropriation permits and would not be known until the completion of this study.

At the workshop meeting of April 14, 2014, City Council members appeared comfortable with the concept of the City providing 25% of the funding necessary for the preparation of the preliminary engineering report, up to a maximum City participation of \$25,000. The Council indicated that the remainder of the costs for the report would need to be provided by the TLHA or others, and placed in escrow prior to the beginning of the work. If the TLHA is in agreement with these terms the City Council would, at a future meeting date, need to approve a formal cost sharing agreement.

At the March workshop meeting, one of the stated reasons for lake augmentation was the importance of maintaining property values on Turtle Lake. At that time, it was noted that the overall property value on Turtle Lake for 2014 declined by about 5%, while all residential properties in Shoreview were up more than 9% in 2014. The Council requested that the staff contact the County Assessor regarding this information. Staff contacted the Ramsey County Assessor who confirmed that about 70% of the homes on Turtle Lake decreased in value for the 2014 assessment. While the assessor did not directly link the loss in value to the lower lake levels, it was noted that most other lakeshore property in this area, including Snail and Owasso, did see slight increases in value. He did indicate that "preserving lake levels will serve to protect tax base against further erosion and may help restore lost value."

If authorized by the Council, City staff will request a proposal (RFP) for the necessary professional services to prepare a preliminary engineering report for Turtle Lake Augmentation. The RFP will describe a scope of services that includes all necessary analysis of potential augmentation sources and determine their financial feasibility of a potential project. In addition, the services will include interaction with environmental permitting (and advisory) agencies in an effort to determine agency support for proposed improvements. The scope of services and resulting work plan would be staged with interim milestones/deliverables to allow for meetings with the TLHA and City Council (if necessary) in the event that the agency/environmental permitting requires reevaluation of source water alternatives. Staff anticipates reviewing a draft of the RFP with the TLHA leadership to insure it includes information they will need to make a decision on a potential future project.

Neither a preliminary engineering report nor potential augmentation infrastructure is currently included in the Public Works Department's work program/operating budget or in the Capital Improvement Program. While there have been some efforts to provide funding for these services at the Minnesota State Legislature this session, staff recommends that the City proceed under the assumption that the Turtle Lake analysis will be funded locally. If the City moves forward with the report as requested by the TLHA Board, it is recommended that any City share of report or potential project costs would be funded by Shoreview's Surface Water Utility.

If the City Council formally acts on these topics (i.e. directs preparation of report and sets forth cost participation by the City) at this time, the TLHA Board and membership would be able to

discuss the cost implications of funding their portion of the cost of the preliminary engineering report at their 2014 Annual meeting. Using Snail Lake as an example, if the process continues to move toward lake augmentation, it could take approximately 18 to 24 months for completion of the study, creation of a Lake Improvement District, and for public improvements to be undertaken.

RECOMMENDATION

City Council direction is necessary for the preparation of a preliminary engineering report for Turtle Lake Augmentation. Council action is also requested at this time for establishment of cost sharing associated with the report. Resolution 14-25 has been drafted and is included for City Council consideration.

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

HELD MAY 5, 2014

* * * * *

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota was duly called and held at the Shoreview City Hall in said City on May 5, 2014, 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. 14-25

RESOLUTION ORDERING PREPARATION OF
PRELIMINARY ENGINEERING REPORT
FOR
TURTLE LAKE AUGMENTATION

WHEREAS, the City of Shoreview has received a request from the Turtle Lake Home Owners Association (TLHA) to evaluate the technical details and financial feasibility of augmenting Turtle Lake; and

WHEREAS, the City of Shoreview has evaluated the request and determined a cost sharing scenario for costs attributable to the preparation of a Preliminary Engineering Report for Turtle Lake Augmentation.

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

1. The Public Works Director is hereby ordered to oversee the preparation of a preliminary engineering report for Turtle Lake Augmentation, including (but not limited to) the analysis of potential source water options, their expected environmental impacts, and financial feasibility of improvements.

2. The City of Shoreview will fund 25%, up to a maximum of \$25,000, of costs attributable to the preliminary engineering report. The remaining portion is to be funded by the Turtle Lake

Augmentation System Operations

The objective for the augmentation system operation is to minimize the extremely low water level periods and allow the lake to fluctuate “normally” within an established operating range.

Augmentation History

Source: Terry Noonan, Ramsey – Correspondence July 10, 1991:

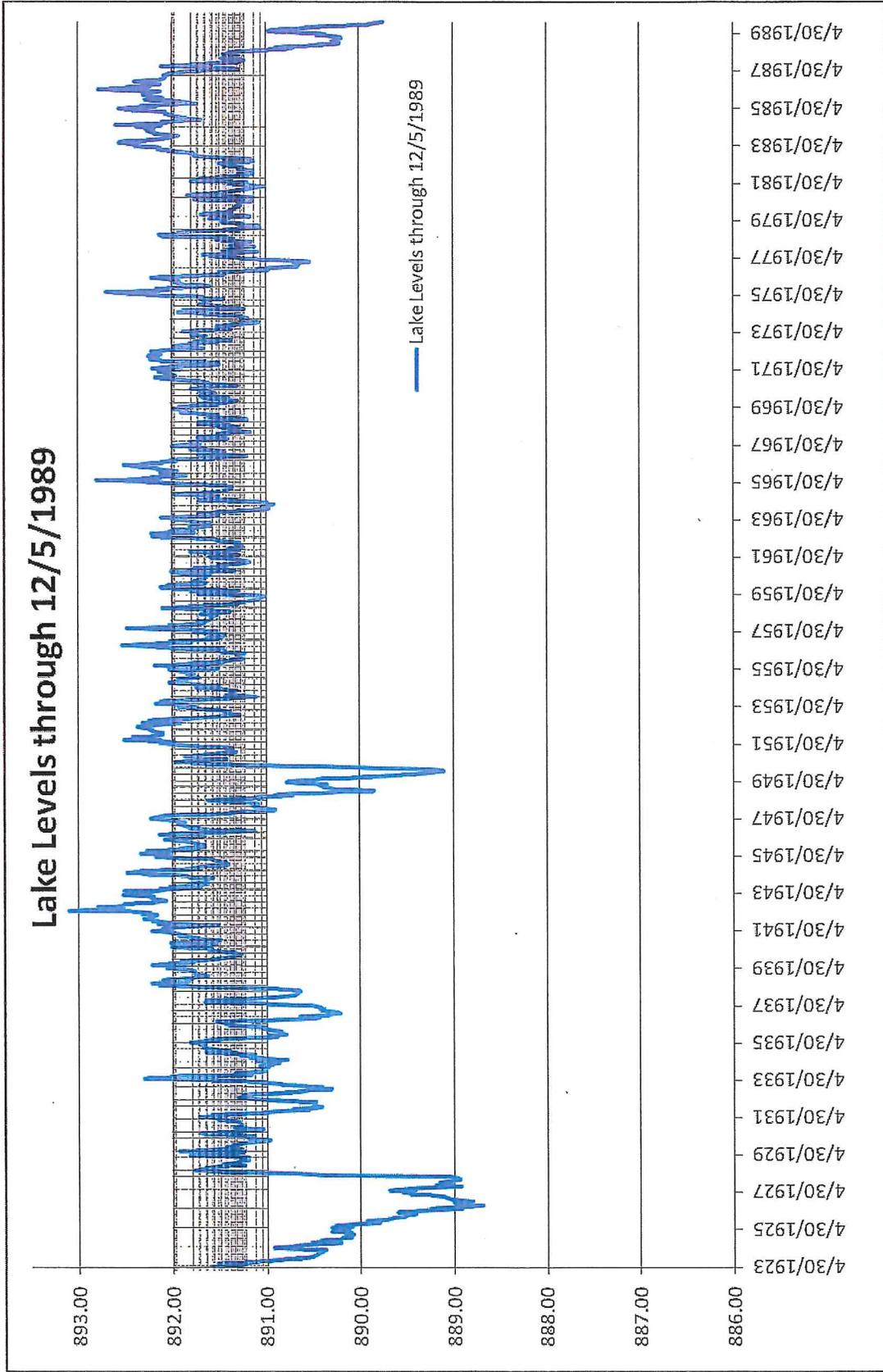
- Turtle Lake was augmented 40 out of 68 years since 1923 until pump shut-off in 1989 (about 59% of the time).
- Water from the St. Paul Water Utility (SPWU) (now Saint Paul Regional Water Services or SPRWS) was used as a source for augmentation starting in 1928 in conjunction with a 910 gpm County ground water pump.
- The County ground water pump was discontinued in 1934.
- SPWU was only source of water between 1934 and 1950.
- In 1950, Ramsey County installed a new 2200 gpm ground water pump
- The last year of augmentation was 1989

Days of Augmentation	Number of years (68)	Percent of total years
0 – 25 days	39	57%
26 – 50 days	12	18%
51 – 75 days	5	7%
76 – 100 days	7	10%
> 100 days	5	7%

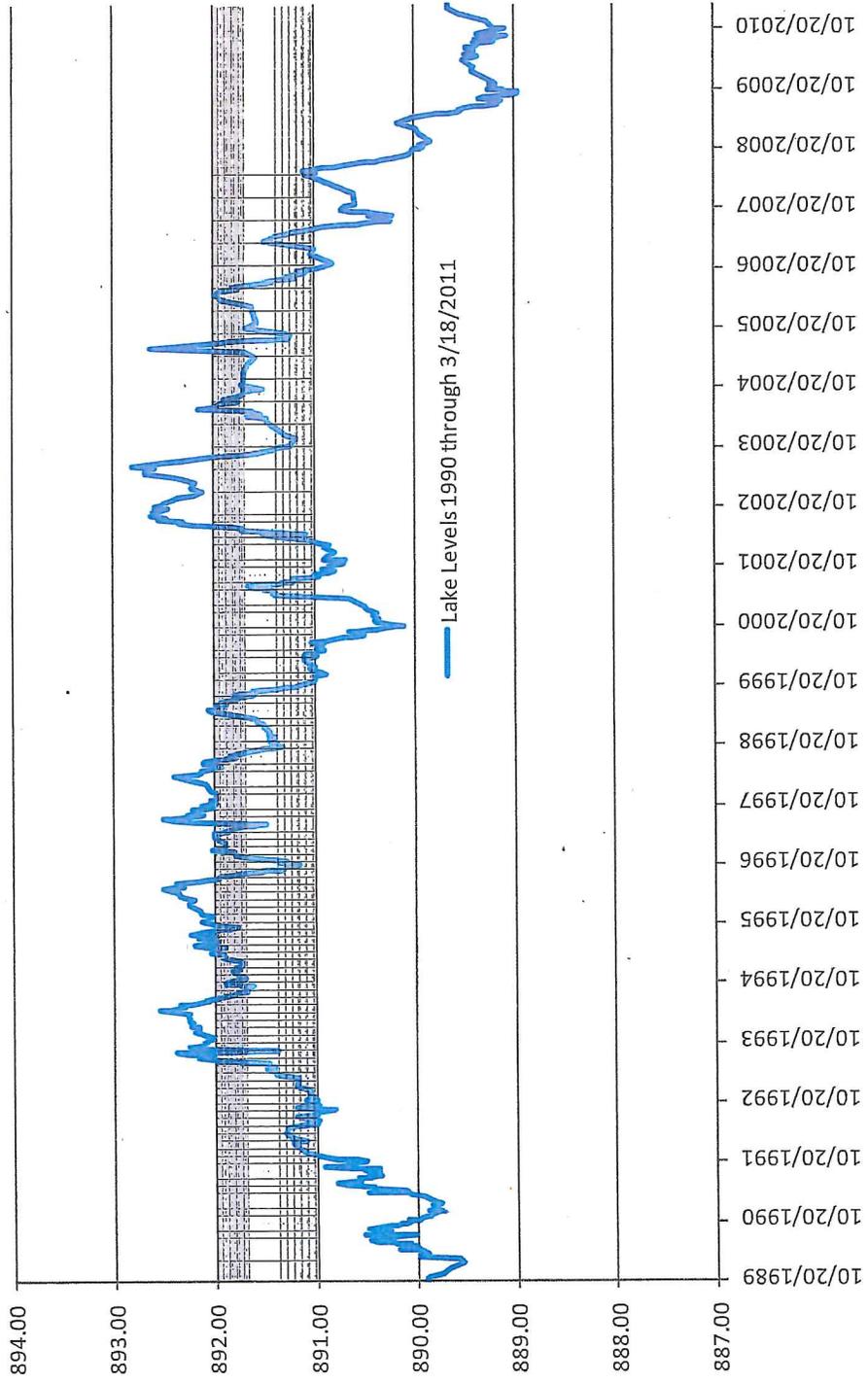
Physical Conditions

For the purposes of this study, it is assumed that lake levels will be managed so as to mimic lake level fluctuations prior to 1989. The table below summarizes important lake level information.

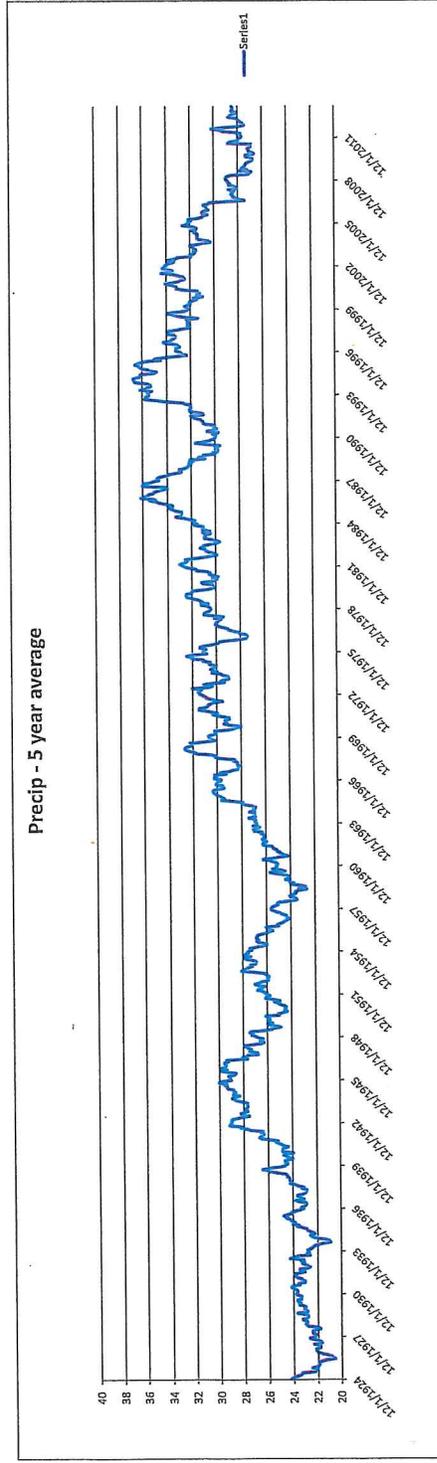
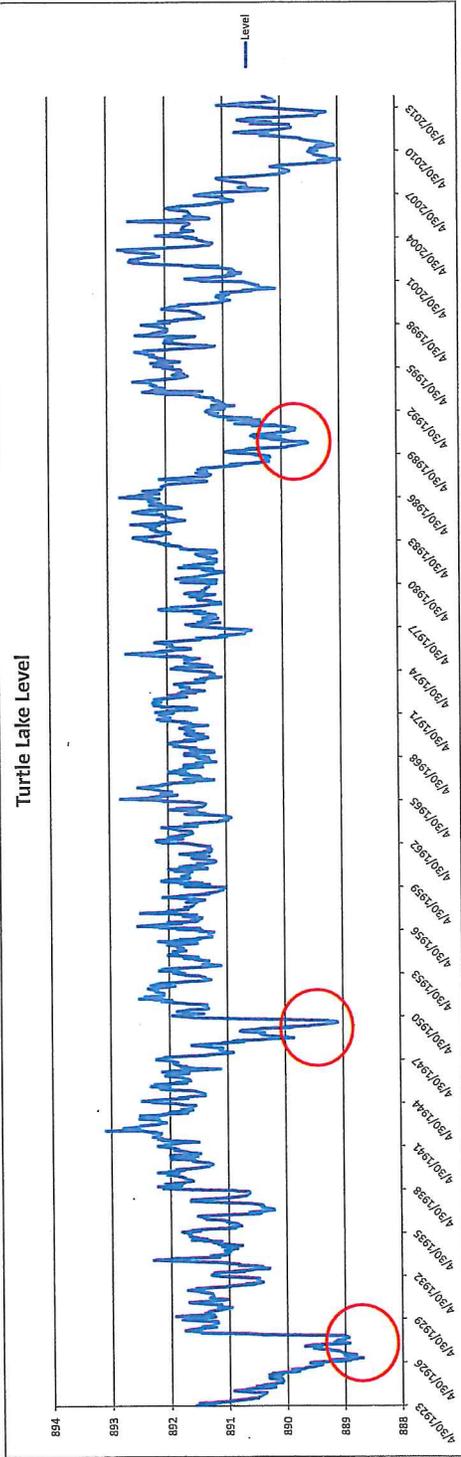
Highest	893.1	5/31/1942
Lowest	888.7	8/14/1926
	889.19	10/27/2010
	889.53	1/20/2011
	890.28	6/1/2011
Average – period of record	891.39	Ave 2760 Readings ending 3/18/2011
Average during Augmentation	891.47	Ave 2065 Readings ending 12/5/1989
Average post Augmentation	891.12	Average 695 Readings 1/9/1990 – 3/18/2011
Ordinary High Water Level	892.4	
Lowest early June Post Augmentation	889.39	6/4/2010
Lowest early January Post Augmentation	889.34	1/11/2010
Highest early June Post Augmentation	892.62	6/15/2005
Highest early January Post Augmentation	892.16	1/5/1994



Lake Levels 1990 through 3/18/2011



Turtle Lake Lake Level and Precip.



1928 - Augmentation begin 251.7 MG
 1947-1949 - No Augmentation
 1989 - Last Year of Augmentation
 1928 to 1946 - SPWU (1932-1934 also well)
 1950 to 1989 - All Well Augmentation

Source: Lake Level - MN DNR Website
 Precip. - Wisconsin Climatology Working Group - Data from Vednais Lake site (or nearest site)

