

**CITY OF SHOREVIEW  
AGENDA  
REGULAR CITY COUNCIL MEETING  
March 16, 2015  
7:00 P.M.**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**APPROVAL OF AGENDA**

**PROCLAMATIONS AND RECOGNITIONS**

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

**COUNCIL COMMENTS**

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

1. March 2, 2015 City Council Meeting Minutes
2. Receipt of Committee/Commission Minutes  
--Bikeways and Trails Committee, March 5, 2015
3. Monthly Reports  
--Administration  
--Community Development  
--Finance  
--Public Works  
--Park and Recreation
4. Verified Claims

5. Purchases
6. License Applications
7. Approval of Street Sweeping Agreements
8. Acceptance of Gifts—Slice of Shoreview

#### **PUBLIC HEARING**

#### **GENERAL BUSINESS**

9. Minor Subdivision—4135 Rice Street, James Medin

#### **STAFF AND CONSULTANT REPORTS AND RECOMMENDATIONS**

#### **SPECIAL ORDER OF BUSINESS**

#### **ADJOURNMENT**

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

**CITY OF SHOREVIEW  
MINUTES  
REGULAR CITY COUNCIL MEETING  
March 2, 2015**

**CALL TO ORDER**

Mayor Martin called the regular meeting of the Shoreview City Council to order at 7:00 p.m. on March 2, 2015.

**PLEDGE OF ALLEGIANCE**

The meeting opened with the Pledge of Allegiance.

**ROLL CALL**

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

Councilmember Wickstrom was absent.

**APPROVAL OF AGENDA**

MOTION: by Councilmember Quigley, seconded by Councilmember Johnson to approve the March 2, 2015 agenda as submitted.

VOTE: Ayes - 4 Nays - 0

**PROCLAMATIONS AND RECOGNITIONS**

**RECOGNITION OF HUMAN RIGHTS COMMISSION POSTER CONTEST WINNERS**

Co-Chair Julie Williams introduced the following members of the Human Rights Commission who were present: Lisa Wedell Ueki, Co-Chair; Bob Minton; Mary Yee Johnson; Richard Bokovoy; Mounds View Student Representative Sunny Chen; Irondale Student Representative Sabrina Chu; and staff liaison Rebecca Olson.

Members Elaine Carnahan, Sam Abdullai and Mark Hodkinson were unable to be present.

The Shoreview Human Rights Commission was re-established in 1993. One of the first actions taken was to create a mission statement that reads as follows:

The Shoreview Human Rights Commission advises and aides the City of Shoreview by establishing and promoting a community standard of equal opportunity and freedom from discrimination. We envision a community where all people are welcomed, valued and respected, where each person feels at home.

Since 1994, the Commission has sponsored the One Community of Many Colors 4th Grade Poster Contest in recognition of Martin Luther King, Jr. Day. The purpose of this activity is to encourage children to interact freely and more comfortably with those who they view as different from themselves.

This contest in 2015 is the 22nd annual contest. The contest is open to all local elementary schools who serve Shoreview residents. Four area schools participated this year: Emmet D. Williams, Turtle Lake, Island Lake and St. Odilia. Over 320 posters were submitted. All posters were reviewed by Commissioners. Ten were chosen for 1st place through 10th place and 10 for Honorable Mention. Posters are judged on the quality of theme, clarity of message, quality of art and usage of paper area. While judging, Commissioners are unaware of the names of students, teachers or school.

Mayor Martin presented each student who placed with a certificate and Shoreview pin.

<b>Place</b>	<b>Name</b>	<b>School</b>	<b>Teacher</b>
Honorable Mention	Jonas Ojanen	Island Lake	Mrs. Rowley
Honorable Mention	Cecilia Savard	St. Odilia	Mrs. Fox
Honorable Mention	Jade Wierzchowski	Turtle Lake	Mrs. Milow
Honorable Mention	Nya Aadland	Island Lake	Ms. Swallen
Honorable Mention	Joy Ren	Turtle Lake	Mrs. Pallansch
Honorable Mention	Addison Knoll	Island Lake	Mrs. Dahl
Honorable Mention	Emily Fatkhiyev	Island Lake	Mrs. Anderson & Mrs. Eidem
Honorable Mention	Kya Yang	Emmet D. Williams	Mrs. Xiong
Honorable Mention	Trystan Bidania	Island Lake	Ms. Swallen
Honorable Mention	Navya Ramesh	St. Odilia	Mrs. Maristuen
10th Place	Anuva Borgaonkar	Island Lake	Mrs. Rode
9th Place	Aubree Klein	Island Lake	Mrs. Rode
8th Place	Claire O'Quinn	Island Lake	Mrs. Rode
7th Place	Emily Zhao	Turtle Lake	Mrs. Stimpson
6th Place	Seoyun Chang	Emmet D. Williams	Ms. Iverson
5th Place	Samantha Gillis	Turtle Lake	Mrs. Leiser
4th Place	Aurora Wang	Turtle Lake	Mrs. Stimpson
3rd Place	Claire Li	Turtle Lake	Mrs. Larson
2nd Place	Bella Tran	Turtle Lake	Ms. Pluim & Ms. Stewart
1st Place	Harini Avula	Island Lake	Mrs. Rode

Mayor Martin thanked all the student participants, parents and teachers.

## **PRESENTATION OF IMMIGRATION REPORT**

### **Presentation by Human Rights Commissioner Bob Minton**

An immigration report was issued by the Advocate for Human Rights in Minneapolis. The conclusion of the report is that Minnesota is not very nice to immigrants. The Commission decided to conduct a study to find out what immigrants in Shoreview think and what the City could do to be more welcoming. In meeting with staff from the Advocate for Human Rights, they gave a lot of help with survey questions. The Commission's Student Representative, Neha Sethi, recruited students to be interviewers and they all attended training. Staff liaison, Rebecca Olson created a web page; designed a consent form; adapted interview questions and protocols; and posted reports, etc. Muriel Zhou provided a list of interviewees and translated interview questions into Chinese.

Mr. Minton introduced Sunny Chen, current Student Representative on the Shoreview Human Rights Commission. Sunny reported that some interviews were difficult because some interviewees were unable to speak English well and could not answer questions in detail. There was also difficulty in getting people to allow the interview; and many preferred not to disclose their identity. The goal was to interview 50 people; that goal was revised to 25. A total of 26 interviews were completed.

Mayor Martin asked if she also interviewed people. Sunny reported that she personally interviewed six people. Many would like to have more cultural events and gatherings. People interviewed were from China, India and one from Korea.

Mr. Minton reported that most immigrants indicated that they like Shoreview and like the Mounds View School District. The State study identified a number of issues that immigrants have with law enforcement, the justice system, employment, and medical system. However, in Shoreview, the immigrants that were interviewed were impacted minimally in these areas. Most really like their neighborhoods. He emphasized that the one thing they desired is more cultural events.

Councilmember Quigley noted that 7% of Shoreview's population is Chinese immigrants.

Mayor Martin asked what type of cultural events people would like to see. Mr. Minton stated that two events were mentioned as being popular--the Festival of Nations was mentioned that is sponsored by the International Institute and an international event held at Mounds View High School.

**Ms. Muriel Zhou** stated that there is now a Shoreview Chinese Association that meets once a month. One event that would be welcome would be celebrating the Chinese New Year. The Chinese would like to share that event with the community.

Mayor Martin thanked the Commission for the work done with this study.

## **CITIZEN COMMENTS**

**Ms. Muriel Zhou**, 5087 Prairie Ridge Drive, reported that a Chinese senior citizen told her that her son-in-law was hit from behind on County Road I. He got out of the car to take pictures of the

damage to the car and then the driver who hit him grabbed the cell phone and threw it into the snow. The son-in-law did not speak English well so when the police arrived, the other driver described the incident from his perspective. She would like to suggest that the Sheriff's Department have a language service for those who cannot speak English clearly.

### **COUNCIL COMMENTS**

#### **Councilmember Johnson:**

The final Dive-In Movie will be Friday, March 6, at 7:00 p.m. The movie "Happy Feet" will be shown.

#### **Councilmember Quigley:**

Noted the article on deer control in the *Shoreview/Arden Hills Bulletin*. Shoreview is mentioned as having a very effective program. He commended staff member Charlie Grill for his work on this issue.

#### **Councilmember Springhorn:**

Registration is open for the Shoreview Egg Hunt on Saturday, March 28, 2015, at 10:00 a.m. The cost is \$8 for residents and \$10 for nonresidents. Registration can be done online at the City's website.

#### **Mayor Martin:**

On May 6, 2015, Northeast Youth and Family Services will hold their annual Leadership Luncheon. The keynote speaker will be the Commissioner for the Department of Health, Dr. Ed Ehlinger.

### **CONSENT AGENDA**

MOTION: by Councilmember Johnson, seconded by Councilmember Springhorn to adopt the Consent Agenda for March 2, 2015, and all relevant resolutions for item Nos. 1 through 9:

1. February 9, 2015 Council Workshop Meeting Minutes
2. February 17, 2015 City Council Meeting Minutes
3. Receipt of Committee/Commission Minutes:
  - Planning Commission Workshop, December 16, 2015
  - Parks and Recreation Commission, January 22, 2015
  - Planning Commission, January 27, 2015
  - Economic Development Authority, February 9, 2015
  - Environmental Quality Committee, February 23, 2015
4. Verified Claims in the Amount of \$789,654.42
5. Purchases
6. License Applications
7. Conditional Use Permit - Michael Weber, 4136 Reiland Lane
8. Authorize Purchase of John Deere 1585 Tractor with Attachments
9. Approve Plans and Specifications, Order Improvements and Order Taking of Bids for Lexington Avenue/County Road F Watermain Replacement, CP 15-06

VOTE:                      Ayes - 4                      Nays - 0

## **PUBLIC HEARING**

### **ITEMS RELATED TO WOODVIEW ADDITION, MOSER HOMES, INC.**

#### **A. VACATION - NOVOTNY, NOVOTNY AND BANHOLZER, JR., 5515/5521/5525**

##### **TURTLE LAKE ROAD\***

#### **B. FINAL PLAT, 5515/5525**

### **Presentation by City Planner Kathleen Castle**

The vacation request is from the property owners at 5515, 5521 and 5525 Turtle Lake Road. The request is for the City to vacate the north 10 feet of Turtle Lake Road right-of-way, which is adjacent to their property. The properties at 5515 and 5525 have submitted a Final Plat to create 4 single-family residential lots. The homes on 5515 and 5525 will remain. The lots comply with the minimum standards of the R1 Detached Residential Zoning District. Easements will be dedicated over wetland areas and buffers as part of the Final Plat.

Turtle Lake Road was originally a County road that was turned back to the City in 2005. The current one-half width of the right-of-way is 43 feet. A reduction of the right-of-way to 33 feet will not impact the public's interest in the road way or current trail. The remaining right-of-way will be 66 feet, which will meet the City's current and future needs.

Notice for the public hearing was published in the City's legal newspaper and mailed to impacted property owners. Xcel Energy operates and maintains overhead utility lines in the right-of-way. Xcel has no objections as the lines will be located in an easement. One resident commented on the impact to trees and whether there is any benefit to the City.

City Attorney Kelly stated that proper notice has been published and sent for the public hearing.

Mayor Martin opened the public hearing. There were no comments or questions.

MOTION:    by Councilmember Quigley, seconded by Councilmember Johnson to close the public hearing at 7:47 p.m.

VOTE:                      Ayes - 4                      Nays - 0

MOTION:    by Councilmember Johnson, seconded by Councilmember Quigley to adopt Resolution 15-14, approving the Vacation request, submitted by the Moser Homes, Inc. vacating the interest of the public in certain easements encumbering the property at 5515, 5521 and 5525 Turtle Lake Road, subject to the following:

1. Approval of the Final Plat, Woodview Addition, by the City Council.
2. Resolution 15-14 approving the vacation request shall be recorded with Ramsey County prior to the City endorsing the final plat for recording with Ramsey County.

3. The vacated portion of the right-of-way shall be encumbered with a drainage and utility easement.

This approval is based on the following finding:

1. The easement proposed for vacation no longer serves the need of the public.

ROLL CALL:                      Ayes - 4                      Nays - 0

MOTION:     by Councilmember Springhorn, seconded by Councilmember Quigley to approve the Final Plat application submitted by Moser Homes, Inc., to subdivide the property at 5515 and 5525 Turtle Lake Road, and authorize execution of the Site Development Agreement, subject to the following:

1. A public use dedication fee shall be submitted as required by ordinance prior to release of the final plat by the City. Credit shall be given for the two existing dwellings.
2. The applicant shall obtain permits from Rice Creek Watershed District, and other agencies as needed prior to the City's issuance of a grading permit or building permit.
3. Municipal water and sewer shall be provided to all lots.
4. Tree Preservation and Replanting plan shall be submitted with each building permit application for Lots 1 and 2. Replacement trees shall be planted in accordance with the City's Woodlands and Vegetation Ordinance.
5. The applicant and future property owners shall maintain a 16.5-foot buffer along the perimeter of the wetland areas.
6. Grading, Drainage and Erosion Control shall be submitted with each building permit application for Lots 1 and 2.
7. The driveway on Lot 1 shall be located as far west as possible, to improve traffic safety since there is a curve in the street.
8. The applicant is required to enter into a Site Development Agreement and Erosion Control Agreement with the City. Said agreements shall be executed by the City Council.

This approval is based on the following findings:

1. The subdivision is consistent with the policies of the Comprehensive Plan.
2. The subdivision will not conflict with or impede the planned use of adjoining property.
3. The proposed plat complies with the subdivision standards.
4. The Final Plat is consistent with the Preliminary Plat approval.

Discussion:

Mayor Martin noted that the property to the east has the same 10 feet of right-of-way that jogs into their property. That property owner may also wish a similar vacation. She asked if staff have had any discussions with that property owner and if the right-of-way width is the same for that property. Ms. Castle answered that staff has not spoken to that property owner, she is not sure if the applicants have. Mr. Maloney stated that the right-of-way width is not consistent on Turtle Lake Road.

ROLL CALL:                   Ayes - 4                   Nays - 0

**GENERAL BUSINESS**

**APPOINTMENT TO HUMAN RIGHTS COMMISSION**

City Manager Schwerm reported that with Councilmember Springhorn's election to the City Council, a vacancy occurred on the Human Rights Commission. Two applications were received for that vacancy and were interviewed by the Commission which has recommended appointment of Eugene Nichols.

MOTION:    by Councilmember Johnson, seconded by Councilmember Quigley to appoint Eugene Nichols to the Human Rights Commission for a three-year term expiring January 31, 2018.

ROLL CALL:                   Ayes - 4                   Nays - 0

**ADJOURNMENT**

MOTION:    by Councilmember Springhorn, seconded by Councilmember Johnson to adjourn the meeting at 7:55 p.m.

VOTE:                        Ayes - 4                   Nays - 0

Mayor Martin declared the meeting adjourned.

THESE MINUTES APPROVED BY COUNCIL ON THE \_\_\_ DAY OF \_\_\_\_\_ 2015.

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Terry Schwerm  
City Manager

# SHOREVIEW BIKEWAYS & TRAILS COMMITTEE

## Meeting Minutes

March 5, 2015

### 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, Jay Martin, Craig Francisco, Muriel Zhou

Members Absent: Ted Haaf

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 February 5, 2014 meeting were reviewed and approved by consensus of the Committee.

### 5. COMMITTEE DISCUSSION ITEMS

The meeting started by the committee reviewing the February Public Works monthly report. Charlie then updated the committee with Ramsey County's five year road project plans. This included opportunities for trail segments to be installed or rebuilt along the Lexington Trail over Rice Creek (2015), Rice Street bridge (2018) and Hodgson Road (2019). While these projects are in the County plan, it is understood that changes could be made to the dates or affected areas. These trail segments will connect trails and create safe routes for a large section of the City.

It was announced that the committee will be meeting with the City Council at a workshop on May 11<sup>th</sup> to discuss future projects and events for the Bike and Trails Committee. The committee did have questions regarding the current activity of the Adopt-a-Trail Program. Charlie will research program details and present the information at the April meeting.

The meeting was adjourned at 7:55 PM.

# Memorandum

**To:** Mayor and City Council Members  
**Cc:** City Manager  
**From:** Tom Simonson  
Assistant City Manager and Community Development Director  
**Date:** March 13, 2015  
**Re:** Monthly Report  
– Administration Department  
– Community Development Department

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## Library Update

Ramsey County continues to advance with plans for the new regional library project to replace the existing Shoreview Library within the Shoreview Commons area. This week the County Board of Commissioners approved the project and authorized moving forward with a request for proposals on the construction management.

City staff is working closely with Ramsey County officials land transfers and site planning for the new library project that is planned to start in late 2015. The County and City have purchased the residential properties at 805 and 795 Highway 96, respectively, to accommodate the construction of a new regional facility near the northeast corner of Highway 96 and Victoria Street and to the south of the existing building. The City's contractor has completed the demolition of the house and will be finishing with the restoration work next week.



The County is also making progress with the Mounds View School District 621 on a lease-purchase agreement for moving their administrative offices and some educational programs into the existing library building once the new library is completed. The School Board recently authorized a letter of intent to lease-purchase the building from Ramsey County subject to negotiating a final price.

According to Ramsey County officials, the schedule calls for a request for proposals and construction manager selection by June, 2015, with construction beginning by November, 2015. The existing library would continue to operate throughout the construction until closing in December, 2016 to move materials over to the new regional library for opening in January of 2017. It is expected that the Mounds View School District would take possession of the existing library building in early 2017, and then proceed with their plans for tenant improvements. Total project cost is estimated at just over \$17 million for the new facility and renovations to the existing building.

### **Planning and Zoning**

**Planning Commission.** The Planning Commission will hold their regular meeting on Tuesday, March 24<sup>th</sup>. Three applications have been submitted, including a preliminary plat for single-family residential, a site and building plan review to expand the building and parking for Oak Hill Montessori School and, a site and building plan review/height variance for the proposed municipal water treatment plant.

### **Vadnais Heights-Rice Street Development.**

The City was notified by the City of Vadnais Heights that the developer has withdrawn the proposed redevelopment project for a senior housing building on the east side of Rice Street, just north of Vadnais Boulevard. The proposal was for a 120-unit, four-story senior housing building, but apparently one of the three property owners selling to the developer backed out of the deal.



**Ramsey County-Highway 96 Regional Trail.** Ramsey County is reviewing and considering the comments received from the recent Public Open House, Bike and Trails Committee, Parks and Recreation Commission and the City Council. County officials indicated that changes have been made to the plan to address some of the concerns raised (please see attached). The Plan Amendment will then be brought to the City Council at a regular meeting with the County requesting formal support from the Council. The Amendment would then be brought to the County Board and the Metropolitan Council for adoption.

**Quiet Zone – North/South Rail Corridor.** The Minnesota Department of Transportation and Management and Budget offices are in the process of drafting the grant agreement for the rail improvements associated with establishing a quiet zone on the north-south rail line. The agreement template is being modified to exclude roadway improvements since North Owasso Boulevard is under the jurisdiction of Ramsey County and not the City which creates some complications with the bond funding.

An agreement is also being drafted with the Canadian Pacific Railway for the rail project. This agreement, along with the State agreement, will be presented to the Council for approval. Staff is hopeful that the improvements will be completed for the quiet zone to be in place later this year.

**Metropolitan Council Policy Plans.** The Metropolitan Council has distributed the Draft Water Resources Policy Plan for comment. Community Development and Public Works department staff are reviewing the Plan and will provide comments. In addition, the Metropolitan Council is completing the amendments to the Housing Policy Plan and will be seeking comments from local communities regarding the allocation of affordable housing, comprehensive plan requirements and the housing performance scores.

### **Economic Development**

The following is a summary of recent projects and activities of the Economic Development Authority (EDA) and Economic Development Commission:

**Work Plans for 2015-2016.** The EDA established an updated and revised work plan proposed for 2015-2016 at their March meeting. The EDC will be reviewing their revised work plan for 2015-2016 at their meeting next week. Once both groups have completed the work plan, it would then be presented to the full City Council for review, perhaps in a joint workshop on economic development.

**BRE Targeted Investment Strategy.** Work has been initiated on the development of a Targeted Investment Strategy for the BRE Program. The work plans of both the Economic Development Authority (EDA) and Economic Development Commission (EDC) include a new action item to the economic development program that would study the linkages between the objectives of the Business Retention and Expansion Program (BRE) and the current types/availability of commercial properties and potential redevelopment areas to accommodate the growth needs of our key businesses to retain in the community. The purpose of this study is to develop a comprehensive and focused strategy for supporting the retention and expansion of our BRE companies in cases where additional building space may only be attainable through redevelopment of certain older industrial areas. Both the EDA and EDC have endorsed the scope of the study presented by City staff, which will be undertaken over the next six months and reported back to these groups and the City Council.

To assist in the analysis, City staff and consultant have been gathering data on existing land uses, commercial properties and buildings, vacant properties, and are drafting a survey to businesses that seeks to receive information on future building and expansion needs and challenges. Additionally, the City has become a member of the Minnesota Commercial Association of Real Estate (MNCAR) that provides us access to the Xceligent commercial properties database.

A BRE survey has been developed that we would undertake to our key BRE businesses to better assess their growth needs and challenges as part of this study. The plan would include in-person interviews with the top 5-7 businesses that may have interest in expanding and could be potential candidates for taking advantage of the City's special BRE pilot program. The survey will also be distributed to other BRE companies in an on-line format.

**BRE Fund.** The City received legislative approval for a “Shoreview Tax Increment Pilot Project”, which allows for the establishment of up to three special Economic Development Districts for an extended period of 12 years and create a special business retention and expansion fund from both existing and future tax increment resources that can be used to assist with grants and loans to existing local businesses with expansion needs that will create good quality jobs. The City will have this special authority to develop and implement a pilot program for a period of 5 years.

As part of the special legislation for a new Business Retention and Expansion (BRE) Tax Increment Financing (TIF) District, the City of Shoreview has the ability to create a new BRE Fund. This fund is a separate entity from the BRE Tax Increment District. Under the Special Legislation Statute, the City can create up to three (3) BRE Tax Increment Districts where 20% of the increment collected (pooled) can be receipted in the BRE Fund.

The BRE Fund would be used to provide loans to qualifying businesses looking to expand and create jobs. The EDA and City Council unanimously adopted an amended and updated business loan policy called *Advantage Shoreview Business Loan Program* consistent with the special legislation. City staff will start promoting the special BRE TIF Districts and BRE Fund to local companies looking to expand and add jobs in the next few years.

**Housing Improvement Loan Program.** In reviewing the effectiveness of the existing Shoreview Home Improvement Loan Program, the EDA Board has discussed exploring other possible housing improvement/housing rehabilitation programs that could support the City’s goals of maintaining housing stock in older neighborhoods and attracting young families to the community. The EDA began a review of home-buying incentives and home improvement loan programs offered in cities and counties in the metropolitan area. The EDA will also go through a process of better identifying the key housing issues the City should address and outcomes sought to better frame how we can best develop housing improvement incentives and assistance. Furthermore, at the direction of the EDA, City staff is developing a new marketing effort to promote existing home improvement loan programs to residents. This includes working with area lending institutions and realtors.

**Small Business Workshop.** The EDC and support staff is working on the plans for the next City-hosted Small Business Workshop. The first workshop was held late last year on the topic of social media and marketing, and was well attended and received by the business community. The next topic will be a general panel discussion on hot topics in the areas of small business financing and human resources. The event is tentatively being planned for late April, and will be promoted through press releases, the Business Matters newsletter, and direct mailing to local businesses.

**Housing and Code Enforcement Activity**

**Code Enforcement** – There were 9 new code enforcement cases opened in the past month. Staff expects the number of code complaints will increase significantly as spring arrives. The table below summarizes the status of code enforcement activity:

<b>Code Enforcement Activity</b>			
<b>Year</b>	<b>Total Cases</b>	<b>Cases Open</b>	<b>Cases Closed</b>
2015	27	22	5
2014	173	90	83

Citations were issued this week to the owners of a rental property in the Owasso Boulevard area for failure to maintain the property in compliance with the City's property maintenance standards and rental licensing requirements. A court hearing has been scheduled for April 1<sup>st</sup>.

**Hoarding Cases** – City staff continues to monitor five property owners that have signed Abatement and Assessment Agreements with the City. Biannual inspections are conducted in accordance with the executed agreements to ensure compliance with housing maintenance standards. Staff and members of the Hoarding Project met with one family this month to discuss the hoarding conditions in the home and are working on developing an action plan so the home is brought into compliance and maintained per the Code standards.

The Hoarding Project holds support groups here at City Hall generally on the 3<sup>rd</sup> and 4<sup>th</sup> Thursdays of every month. Residents who have entered into an agreement with the City have been encouraged to attend. There is also a separate support group meeting for family and friends of hoarders.

**Rental Licensing** – A total of 582 General Dwelling Unit (GDU) licenses and nine Multi-Family Dwelling Unit (MFU) licenses have been applied for so far in the 2015 license year. Of those, 18 of these properties were new rental licenses. New GDU license applications are expected throughout the year as properties are converted and the owners apply for licenses. Staff will also remain active in identifying rental properties that have not been licensed. The following table shows the increase in Rental Licenses over the past 5 years:

<b>Rental Licenses Issued</b>					
<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>
357	448	550	572	604	582

Inspections of all nine MFU complexes will be conducted in the fall this year to allow for GDU inspections to be completed first. Approximately 1/3 of the dwelling units within each of the MFU complexes are inspected for compliance with the City's housing and property maintenance code. Interior common areas will also be inspected based on recent changes to our Housing Maintenance Code. These MFU inspections are coordinated with the Fire Marshal from the Lake Johanna Fire Department, who inspects the common areas of these complexes to ensure Fire Code standards are being met.

Inspections for GDU units began in February and are geographically scheduled by neighborhood throughout the City. Thirty nine GDU units out of the required 263 units for 2015 have been inspected. Out of the 39 GDU units inspected so far this year, 4 of them have required at least one re-inspection to date. Staff will complete all of the required 263 inspections for 2015 by the end of the year.

## Other News and Information

- Staff continues to work with the developer/owner partnership of Oppidan Development on the vacant Rainbow Foods property. Oppidan continues to explore options that could involve either the reuse or tear-down of the existing building. They have had strong interest from a number of grocers and a plan likely will include grocery and some additional retail services.
- Attached is the monthly building activity report from the Building Official through February, 2015.
- Attached is the monthly services summary for the Housing *Resource* Center through February, 2015.
- As part of the efforts to gain funding for improvements to the Rice Street Bridge Interchange, staff has solicited and received letters of support from a number of local businesses impacted by the current traffic congestion issues. These letters will be forwarded to Governor Dayton, along with letters from the Mayors of Shoreview, Little Canada, and Vadnais Heights. Senator Bev Scalze and Representative Jason Isaacson have been leading the request for funding.
- Staff will be presenting a City update along with Arden Hills next Wednesday, March 18<sup>th</sup> at the Shoreview-Arden Hills Business Council hosted by the Saint Paul Chamber of Commerce. The monthly meetings are from 7:30 to 8:30 a.m. and held at Northeast Youth & Family Services.



**CITY OF SHOREVIEW  
BUILDING INSPECTOR MONTHLY REPORT  
COMPARISON OF YEAR 2015 WITH 2014**

	FEBRUARY 2015		TO DATE 2015		FEBRUARY 2014		TO DATE 2014	
	PERMITS	VALUATION	PERMITS	VALUATION	PERMITS	VALUATION	PERMITS	VALUATION
DWELLINGS	1	\$304,000	1	\$304,000	1	\$250,000	1	\$250,000
TOWNHOMES			0	\$0			0	\$0
ADDITIONS			0	\$0			2	\$131,000
GARAGES			0	\$0			0	\$0
MISCELLANEOUS	36	\$347,685	64	\$570,025	15	\$112,878	42	\$333,735
APARTMENTS			0	\$0			0	\$0
OFFICES			0	\$0			0	\$0
RETAIL			0	\$0			0	\$0
IND/WAREHOUSE			0	\$0			1	\$80,000
PUBLIC BUILDINGS			0	\$0			0	\$0
COMMERCIAL ADD			0	\$0			0	\$0
COMMERCIAL ALTER	2	\$11,000	6	\$39,000	6	\$350,000	7	\$355,000
<b>TOTAL</b>	<b>39</b>	<b>\$662,685</b>	<b>71</b>	<b>\$913,025</b>	<b>22</b>	<b>\$712,878</b>	<b>53</b>	<b>\$1,149,735</b>

CC: CITY MANAGER  
DIR. COMMUNITY DEV  
MAYOR

# Housing Resource Center - NorthMetro City of Shoreview Monthly Status Report July 1, 2001 - February 28, 2015

	July-01	Jan-02	Dec-03	Jan-04	Dec-04	Jan-05	Dec-05	Jan-06	Dec-06	Jan-07	Dec-07	Jan-08	Dec-08	Jan-09	Dec-09	Jan-10	Dec-10	Jan-11	Dec-11	Jan-12	Dec-13	Jan-14	Dec-14	Jan-15	Feb-15	Mar-15	Apr-15	May-15	Jun-15	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Yr-to-Date	TOTAL			
Number of Calls	43	208	589	168	170	240	275	171	130	271	141	101	152	181	4	11	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,855	
<b>MHFA Fix Up Fund/Rehab</b>																																								
Loan Applications Rec'd	0	6	1	8	6	6	5	3	3	5	0	2	2	3	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	51	
Loans Closed	0	5	1	5	3	0	3	2	1	5	0	1	1	3	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	31	
<b>Shoreview Home Improvement Loan</b>																																								
Loan Applications Rec'd										6	5	2	8	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	22	
Loans Closed										5	5	1	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	16	
<b>Ramsey County Deferred Loan</b>																																								
Loan Applications Rec'd	0	0	3	3	2	0	2	3	1	5	1	1	4	3	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	29	
Loans Closed	0	0	2	0	0	1	1	1	1	2	4	2	3	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	20	
<b>Construction Consultation Report</b>																																								
Consultation Phone or Walk-in	5	37	14	57	69	72	123	108	71	108	65	41	117	114	8	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	12	1,013
Site Visits	0	25	31	51	31	58	88	67	43	78	47	28	91	80	5	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8	726	
Scopes & Inspections	5	31	57	8	0	2	2	2	3	3	0	0	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	117	
<b>Total SERVICES Provided</b>	<b>53</b>	<b>312</b>	<b>698</b>	<b>300</b>	<b>281</b>	<b>379</b>	<b>499</b>	<b>357</b>	<b>253</b>	<b>488</b>	<b>268</b>	<b>179</b>	<b>387</b>	<b>387</b>	<b>21</b>	<b>18</b>	<b>0</b>	<b>39</b>	<b>4,880</b>																					

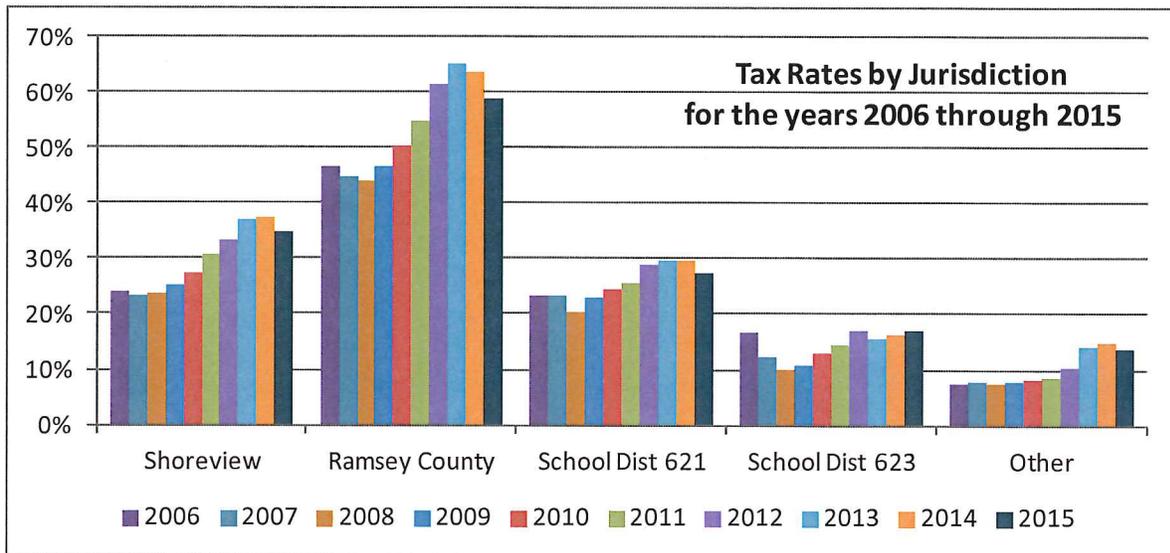
NOTE: These numbers reflect the number of CLIENTS serviced. In many instances a client will receive more than one service.

TO: Terry Schwerm, City Manager  
 FROM: Fred Espe, Finance Director  
 DATE: March 10, 2015  
 RE: Monthly Finance Report

**FINAL 2015 TAX INFORMATION**

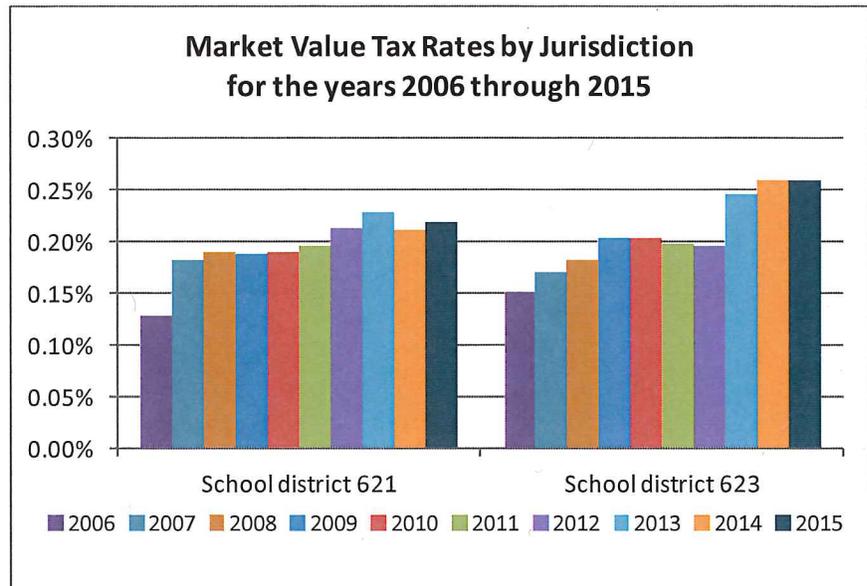
Ramsey County released final 2015 values and tax rates this past week. The table below provides a 10-year comparison of tax rates for all jurisdictions, and shows that combined 2015 tax rates decrease over 2014 for all taxpayer combinations.

Jurisdiction	Payable 2006	Payable 2007	Payable 2008	Payable 2009	Payable 2010	Payable 2011	Payable 2012	Payable 2013	Payable 2014	Payable 2015
<b>Tax Rates:</b>										
Shoreview	23.974%	23.299%	23.532%	25.129%	27.569%	30.671%	33.252%	36.970%	37.490%	34.873%
Ramsey County	46.623%	44.943%	44.023%	46.546%	50.248%	54.678%	61.317%	65.240%	63.735%	58.922%
School Dist 621	23.419%	23.264%	20.380%	22.937%	24.560%	25.573%	29.044%	29.444%	29.734%	27.378%
School Dist 623	16.664%	12.372%	10.175%	10.624%	13.065%	14.566%	17.065%	15.464%	16.251%	17.180%
* Other	7.327%	7.946%	7.592%	7.637%	8.122%	8.553%	10.209%	14.131%	14.670%	13.761%
<b>Total (621 &amp; Metro)</b>	<b>99.549%</b>	<b>98.137%</b>	<b>93.919%</b>	<b>100.704%</b>	<b>108.988%</b>	<b>117.857%</b>	<b>131.474%</b>	<b>143.463%</b>	<b>143.283%</b>	<b>132.729%</b>
<b>Total (621 &amp; Rice Creek)</b>	<b>101.343%</b>	<b>99.452%</b>	<b>95.527%</b>	<b>102.249%</b>	<b>110.499%</b>	<b>119.475%</b>	<b>133.822%</b>	<b>142.142%</b>	<b>141.130%</b>	<b>130.675%</b>
<b>Total (623 &amp; Metro)</b>	<b>92.794%</b>	<b>87.245%</b>	<b>83.714%</b>	<b>88.391%</b>	<b>97.493%</b>	<b>106.850%</b>	<b>119.495%</b>	<b>129.483%</b>	<b>129.800%</b>	<b>122.531%</b>
<b>Total (623 &amp; Rice Creek)</b>	<b>94.588%</b>	<b>88.560%</b>	<b>85.322%</b>	<b>89.936%</b>	<b>99.004%</b>	<b>108.468%</b>	<b>121.843%</b>	<b>128.162%</b>	<b>127.647%</b>	<b>120.477%</b>
<b>Market Value Tax Rates:</b>										
School district 621	0.12803%	0.18163%	0.18924%	0.18685%	0.18882%	0.19536%	0.21242%	0.22834%	0.21069%	0.21901%
School district 623	0.15115%	0.16932%	0.18134%	0.20390%	0.20374%	0.19715%	0.19591%	0.24553%	0.25826%	0.25930%
* Met Council, Mosquito Control, Regional Transit, Rice Creek Watershed, Metro Watershed & Shoreview HRA.										



The graph above illustrates the change in regular tax rates from 2006 to 2015.

The graph at right illustrates the change in market value tax rates for the two school districts. These rates are used to distribute taxes associated with voter approved levies.



The table below shows median home value, tax rates, and total tax for 2015 and 3 prior years (in 5-year increments). This sampling of estimates shows interesting changes in the property tax bill, often caused by changes in state property law and/or school district funding. For instance, school district property taxes dropped in 2005 when the State changed the school district funding formula and cut state aid to cities. As a result, school district property taxes decreased, and City property taxes increased. In subsequent years, as school districts relied more heavily on referendum levies, school district property taxes increased again.

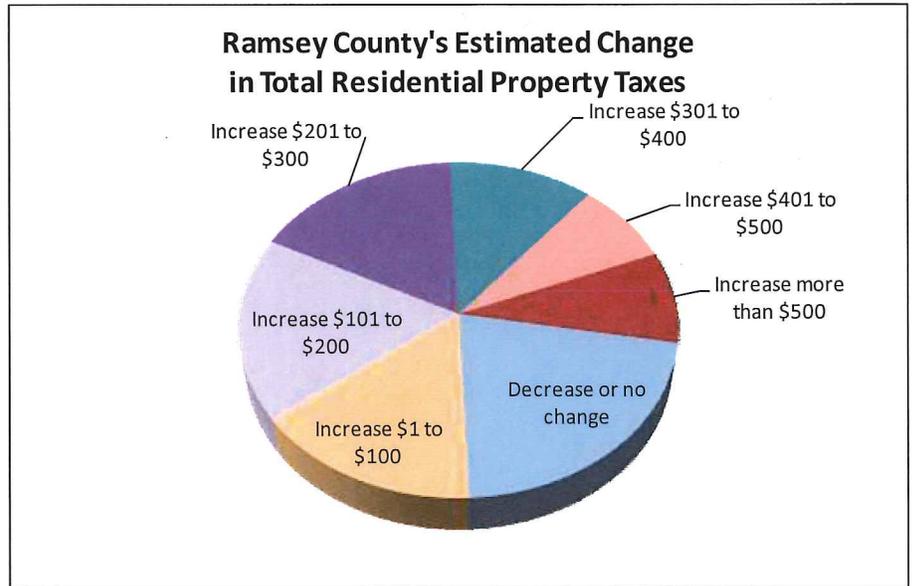
Total property tax on a median value home increased from \$2,037 in 2000 to \$3,580 in 2015, which is a \$1,543 increase over 15 years (an annual increase of about \$103 per year).

When measuring property tax in comparison to market value, the information shows that 2000 and 2015 property taxes are 1.4% and 1.5% of market value respectively.

Description	2000	2005	2010	2015
<b>Property Value:</b>				
Median Market Value				\$ 247,500
Taxable Median Market Value	\$ 143,100	\$ 236,250	\$ 262,200	\$ 232,500
Taxable Value	\$ 1,867	\$ 2,363	\$ 2,622	\$ 2,325
<b>Tax Rates (taxable value):</b>				
City tax rate	19.384%	25.445%	27.569%	34.873%
County & light rail tax rate	44.839%	50.043%	53.948%	62.860%
School district 621 tax rate	46.421%	22.112%	24.560%	27.378%
Misc. tax rates combined	7.214%	5.024%	4.422%	5.564%
<b>Total Tax Rate [1]</b>	<b>117.858%</b>	<b>102.624%</b>	<b>110.499%</b>	<b>130.675%</b>
<b>Tax Rates (market value):</b>				
School district	0.15849%	0.12131%	0.18882%	0.21901%
<b>Property Tax as % of Market Value</b>	<b>1.4%</b>	<b>1.1%</b>	<b>1.2%</b>	<b>1.5%</b>
<b>Property Tax by Jurisdiction</b>				
City	\$ 297.76	\$ 561.66	\$ 688.82	\$ 810.80
County	688.76	1,104.61	1,347.92	1,461.50
School dist	939.87	774.67	1,108.73	1,178.59
Misc.	110.82	110.90	110.48	129.36
<b>Total</b>	<b>\$ 2,037.21</b>	<b>\$ 2,551.84</b>	<b>\$ 3,255.95</b>	<b>\$ 3,580.25</b>
[1] Mounds View Schools & Rice Creek Watershed				

The change in the total tax bill from 2014 to 2015 for all residential property in Shoreview is shown in the table and graph below. According to Ramsey County, the total tax bill remained the same or decreased for 1,900 homes (21% of homes).

Change in Total Residential Property Taxes		
Change in Dollars	Number of Homes	Percent of Total
Decrease or no change	1,900	21%
Increase \$1 to \$100	1,355	15%
Increase \$101 to \$200	1,566	18%
Increase \$201 to \$300	1,485	17%
Increase \$301 to \$400	1,018	12%
Increase \$401 to \$500	703	8%
Increase more than \$500	779	9%
<b>Total Residential</b>	<b>8,806</b>	<b>100%</b>



## MONTHLY REPORT

Attached is the monthly report for February of 2015.

**General Fund**  
For Year 2015 Through The Month Of February

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
<b>REVENUES</b>					
Property Taxes	7,023,335		7,023,335		
Licenses & Permits	330,100	37,315	292,785	11.30	13.01
Intergovernmental	455,032	119,297	335,735	26.22	57.64
Charges for Services	1,303,810	44,148	1,259,662	3.39	4.07
Fines & Forfeits	48,800	2,759	46,041	5.65	4.10
Interest Earnings	50,000		50,000		
Miscellaneous	26,227	2,911	23,316	11.10	13.89
<b>TOTAL REVENUES</b>	<b>9,237,304</b>	<b>206,431</b>	<b>9,030,873</b>	<b>2.23</b>	<b>2.39</b>
<b>EXPENDITURES</b>					
General Government					
Administration	553,955	74,012	479,943	13.36	13.20
Communications	215,944	19,530	196,414	9.04	7.97
Council & commiss	151,925	66,400	85,525	43.71	15.10
Elections	4,000		4,000		
Finance/accounting	545,070	72,327	472,743	13.27	17.86
Human Resources	290,010	32,101	257,909	11.07	11.20
Information systems	346,344	89,481	256,863	25.84	27.86
Legal	125,000		125,000		8.13
<b>Total General Government</b>	<b>2,232,248</b>	<b>353,851</b>	<b>1,878,397</b>	<b>15.85</b>	<b>15.70</b>
Public Safety					
Emergency services	5,130	269	4,861	5.24	11.07
Fire	1,354,780	567,324	787,456	41.88	49.99
Police	2,064,925	346,924	1,718,001	16.80	17.98
<b>Total Public Safety</b>	<b>3,424,835</b>	<b>914,516</b>	<b>2,510,319</b>	<b>26.70</b>	<b>28.90</b>
Public Works					
Forestry/nursery	125,989	1,922	124,067	1.53	2.76
Pub Works Adm/Engin	450,210	53,191	397,019	11.81	13.46
Streets	864,238	95,389	768,849	11.04	11.19
Trail mgmt	132,926	3,446	129,480	2.59	6.28
<b>Total Public Works</b>	<b>1,573,363</b>	<b>153,948</b>	<b>1,419,415</b>	<b>9.78</b>	<b>10.75</b>
Parks and Recreation					
Municipal buildings	131,725	3,292	128,433	2.50	3.08
Park Maintenance	1,247,321	104,446	1,142,875	8.37	9.76
Park/Recreation Adm	381,141	49,339	331,802	12.94	12.77
<b>Total Parks and Recreation</b>	<b>1,760,187</b>	<b>157,076</b>	<b>1,603,111</b>	<b>8.92</b>	<b>9.96</b>
Community Develop					
Building Inspection	167,224	17,122	150,102	10.24	10.66
Planning/zoning adm	449,447	57,287	392,160	12.75	13.15
<b>Total Community Develop</b>	<b>616,671</b>	<b>74,409</b>	<b>542,262</b>	<b>12.07</b>	<b>12.49</b>

**General Fund**  
For Year 2015 Through The Month Of February

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
TOTAL EXPENDITURES	9,607,304	1,653,801	7,953,503	17.21	17.91
OTHER					
Transfers In	748,000	27,833	720,167	3.72	3.85
Transfers Out	-378,000	-41,000	-337,000	10.85	10.79
TOTAL OTHER	370,000	-13,167	383,167	-3.56	-4.08
Net change in fund equity		-1,460,537	1,460,537		
Fund equity, beginning		4,778,737			
Fund equity, ending		3,318,200			
Less invested in capital assets					
Net available fund equity		3,318,200			

**Recycling**  
For Year 2015 Through The Month Of February

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Intergovernmental	65,000		65,000		
Charges for Services	527,000		527,000		
TOTAL REVENUES	592,000		592,000		
EXPENDITURES					
Public Works					
Recycling	544,287	32,319	511,968	5.94	6.41
Total Public Works	544,287	32,319	511,968	5.94	6.41
TOTAL EXPENDITURES	544,287	32,319	511,968	5.94	6.41
Net change in fund equity	47,713	-32,319	80,032		
Fund equity, beginning		259,499			
Fund equity, ending		227,180			
Less invested in capital assets					
Net available fund equity		227,180			

**STD Self Insurance**  
For Year 2015 Through The Month Of February

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Charges for Services	7,500	1,288	6,212	17.17	16.75
Interest Earnings	500		500		
TOTAL REVENUES	8,000	1,288	6,712	16.10	15.80
EXPENDITURES					
Miscellaneous					
Short-term Disab	8,000	4,778	3,222	59.73	
Total Miscellaneous	8,000	4,778	3,222	59.73	
TOTAL EXPENDITURES	8,000	4,778	3,222	59.73	
Net change in fund equity		-3,490	3,490		
Fund equity, beginning		39,951			
Fund equity, ending		36,461			
Less invested in capital assets					
Net available fund equity		36,461			

**Community Center**  
For Year 2015 Through The Month Of February

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
<b>REVENUES</b>					
Charges for Services	2,443,830	466,743	1,977,087	19.10	18.16
Interest Earnings	5,000		5,000		
Miscellaneous	12,500		12,500		
<b>TOTAL REVENUES</b>	<b>2,461,330</b>	<b>466,743</b>	<b>1,994,587</b>	<b>18.96</b>	<b>18.00</b>
<b>EXPENDITURES</b>					
Parks and Recreation					
Community center	2,763,411	317,742	2,445,669	11.50	11.64
<b>Total Parks and Recreation</b>	<b>2,763,411</b>	<b>317,742</b>	<b>2,445,669</b>	<b>11.50</b>	<b>11.64</b>
<b>TOTAL EXPENDITURES</b>	<b>2,763,411</b>	<b>317,742</b>	<b>2,445,669</b>	<b>11.50</b>	<b>11.64</b>
<b>OTHER</b>					
Transfers In	366,000	61,000	305,000	16.67	16.67
<b>TOTAL OTHER</b>	<b>366,000</b>	<b>61,000</b>	<b>305,000</b>	<b>16.67</b>	<b>16.67</b>
Net change in fund equity	63,919	210,000	-146,081		
Fund equity, beginning		1,113,318			
Fund equity, ending		1,323,318			
Less invested in capital assets					
Net available fund equity		1,323,318			

**Recreation Programs**  
For Year 2015 Through The Month Of February

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
<b>REVENUES</b>					
Charges for Services	1,472,088	108,986	1,363,102	7.40	10.75
Interest Earnings	2,000		2,000		
<b>TOTAL REVENUES</b>	<b>1,474,088</b>	<b>108,986</b>	<b>1,365,102</b>	<b>7.39</b>	<b>10.72</b>
<b>EXPENDITURES</b>					
Parks and Recreation					
Adult & youth sports	97,923	4,039	93,884	4.12	5.29
Aquatics	153,384	16,106	137,278	10.50	9.12
Community programs	100,472	18,993	81,479	18.90	17.64
Drop-in Child Care	64,130	7,806	56,324	12.17	12.17
Fitness Programs	202,764	32,067	170,697	15.81	12.41
Park/Recreation Adm	389,800	44,914	344,886	11.52	9.74
Preschool Programs	92,433	17,308	75,125	18.72	11.59
Summer Discovery	208,991	1,987	207,004	.95	.83
Youth/Teen	34,287	6,015	28,272	17.54	16.86
<b>Total Parks and Recreation</b>	<b>1,344,184</b>	<b>149,235</b>	<b>1,194,949</b>	<b>11.10</b>	<b>9.46</b>
<b>TOTAL EXPENDITURES</b>	<b>1,344,184</b>	<b>149,235</b>	<b>1,194,949</b>	<b>11.10</b>	<b>9.46</b>
<b>OTHER</b>					
Transfers In	72,000		72,000		
Transfers Out	-120,000	-20,000	-100,000	16.67	16.67
<b>TOTAL OTHER</b>	<b>-48,000</b>	<b>-20,000</b>	<b>-28,000</b>	<b>41.67</b>	<b>55.56</b>
Net change in fund equity	81,904	-60,249	142,153		
Fund equity, beginning		927,337			
Fund equity, ending		867,088			
Less invested in capital assets					
Net available fund equity		867,088			

**Cable Television**  
For Year 2015 Through The Month Of February

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
<b>REVENUES</b>					
Charges for Services	318,000	83,412	234,588	26.23	
Interest Earnings	1,700		1,700		
Miscellaneous	1,200	200	1,000	16.67	16.67
<b>TOTAL REVENUES</b>	<b>320,900</b>	<b>83,612</b>	<b>237,288</b>	<b>26.06</b>	<b>.06</b>
<b>EXPENDITURES</b>					
General Government					
Cable television	167,993	4,794	163,199	2.85	51.95
<b>Total General Government</b>	<b>167,993</b>	<b>4,794</b>	<b>163,199</b>	<b>2.85</b>	<b>51.95</b>
Capital Outlay					
Cable television	25,000	34,021	-9,021	136.08	
<b>Total Capital Outlay</b>	<b>25,000</b>	<b>34,021</b>	<b>-9,021</b>	<b>136.08</b>	
<b>TOTAL EXPENDITURES</b>	<b>192,993</b>	<b>38,815</b>	<b>154,178</b>	<b>20.11</b>	<b>52.29</b>
<b>OTHER</b>					
Transfers Out	-167,000	-27,833	-139,167	16.67	16.67
<b>TOTAL OTHER</b>	<b>-167,000</b>	<b>-27,833</b>	<b>-139,167</b>	<b>16.67</b>	<b>16.67</b>
Net change in fund equity	-39,093	16,963	-56,056		
Fund equity, beginning		186,856			
Fund equity, ending		203,819			
Less invested in capital assets					
Net available fund equity		203,819			

**Econ Devel Auth/EDA**  
For Year 2015 Through The Month Of February

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Property Taxes	90,000		90,000		
TOTAL REVENUES	90,000		90,000		
EXPENDITURES					
Community Develop Econ Development-EDA	85,880	16,242	69,638	18.91	14.56
Total Community Develop	85,880	16,242	69,638	18.91	14.56
TOTAL EXPENDITURES	85,880	16,242	69,638	18.91	14.56
Net change in fund equity	4,120	-16,242	20,362		
Fund equity, beginning		200,110			
Fund equity, ending		183,868			
Less invested in capital assets					
Net available fund equity		183,868			

**HRA Programs of EDA**  
For Year 2015 Through The Month Of February

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Property Taxes	95,000		95,000		
TOTAL REVENUES	95,000		95,000		
EXPENDITURES					
Community Develop Housing Programs-HRA	85,618	20,648	64,970	24.12	10.23
Total Community Develop	85,618	20,648	64,970	24.12	10.23
TOTAL EXPENDITURES	85,618	20,648	64,970	24.12	10.23
Net change in fund equity	9,382	-20,648	30,030		
Fund equity, beginning		85,122			
Fund equity, ending		64,474			
Less invested in capital assets					
Net available fund equity		64,474			

**Liability Claims**  
For Year 2015 Through The Month Of February

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
<b>REVENUES</b>					
Interest Earnings	2,200		2,200		
Miscellaneous	30,000	5,550	24,450	18.50	
<b>TOTAL REVENUES</b>	<b>32,200</b>	<b>5,550</b>	<b>26,650</b>	<b>17.24</b>	
<b>EXPENDITURES</b>					
Miscellaneous					
Insurance Claims	32,000	5,655	26,345	17.67	3.96
<b>Total Miscellaneous</b>	<b>32,000</b>	<b>5,655</b>	<b>26,345</b>	<b>17.67</b>	<b>3.96</b>
<b>TOTAL EXPENDITURES</b>	<b>32,000</b>	<b>5,655</b>	<b>26,345</b>	<b>17.67</b>	<b>3.96</b>
Net change in fund equity	200	-104	304		
Fund equity, beginning		197,657			
Fund equity, ending		197,553			
Less invested in capital assets					
Net available fund equity		197,553			

**Slice SV Event**  
For Year 2015 Through The Month Of February

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
<b>REVENUES</b>					
Charges for Services	26,500	7,715	18,785	29.11	2.52
Miscellaneous	32,000	7,650	24,350	23.91	11.88
<b>TOTAL REVENUES</b>	<b>58,500</b>	<b>15,365</b>	<b>43,135</b>	<b>26.26</b>	<b>7.68</b>
<b>EXPENDITURES</b>					
General Government					
Slice of Shoreview	67,485	5,123	62,362	7.59	9.39
<b>Total General Government</b>	<b>67,485</b>	<b>5,123</b>	<b>62,362</b>	<b>7.59</b>	<b>9.39</b>
<b>TOTAL EXPENDITURES</b>	<b>67,485</b>	<b>5,123</b>	<b>62,362</b>	<b>7.59</b>	<b>9.39</b>
<b>OTHER</b>					
Transfers In	10,000		10,000		
<b>TOTAL OTHER</b>	<b>10,000</b>		<b>10,000</b>		
Net change in fund equity	1,015	10,242	-9,227		
Fund equity, beginning		72,794			
Fund equity, ending		83,036			
Less invested in capital assets					
Net available fund equity		83,036			

**Water Fund**  
For Year 2015 Through The Month Of February

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
<b>REVENUES</b>					
Intergovernmental	975	5,836	-4,861	598.59	47.50
Utility Charges	2,818,000	298,213	2,519,787	10.58	10.93
Late fees		5,231	-5,231		
Water meters	4,000	476	3,524	11.90	4.00
Other prop charges	11,000	1,025	9,975	9.32	12.75
Interest Earnings	38,000		38,000		-.15
<b>TOTAL REVENUES</b>	<b>2,871,975</b>	<b>310,781</b>	<b>2,561,194</b>	<b>10.82</b>	<b>11.18</b>
<b>EXPENDITURES</b>					
Proprietary					
Water Operations	1,538,027	136,817	1,401,210	8.90	9.85
<b>Total Proprietary</b>	<b>1,538,027</b>	<b>136,817</b>	<b>1,401,210</b>	<b>8.90</b>	<b>9.85</b>
<b>TOTAL EXPENDITURES</b>	<b>1,538,027</b>	<b>136,817</b>	<b>1,401,210</b>	<b>8.90</b>	<b>9.85</b>
<b>OTHER</b>					
Depreciation	-651,000	-108,500	-542,500	16.67	16.67
Transfers Out	-345,000		-345,000		
GO Revenue Bonds	-142,903	-87,261	-55,642	61.06	63.69
<b>TOTAL OTHER</b>	<b>-1,138,903</b>	<b>-195,761</b>	<b>-943,142</b>	<b>17.19</b>	<b>18.94</b>
Net change in fund equity	195,045	-21,797	216,842		
Fund equity, beginning		13,341,450			
Fund equity, ending		13,319,653			
Less invested in capital assets		9,427,325			
Net available fund equity		3,892,328			

**Sewer Fund**  
For Year 2015 Through The Month Of February

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
<b>REVENUES</b>					
Intergovernmental	775	4,650	-3,875	599.97	47.53
Charges for Services	1,000		1,000		
Utility Charges	3,939,000	582,851	3,356,149	14.80	15.12
Late fees		9,030	-9,030		
Facility/area chgs	4,000	275	3,725	6.88	
Other prop charges	2,500		2,500		1,940.0
Interest Earnings	27,000		27,000		-.07
<b>TOTAL REVENUES</b>	<b>3,974,275</b>	<b>596,806</b>	<b>3,377,469</b>	<b>15.02</b>	<b>16.56</b>
<b>EXPENDITURES</b>					
Proprietary					
Sewer Operations	3,299,094	519,423	2,779,671	15.74	12.44
<b>Total Proprietary</b>	<b>3,299,094</b>	<b>519,423</b>	<b>2,779,671</b>	<b>15.74</b>	<b>12.44</b>
<b>TOTAL EXPENDITURES</b>	<b>3,299,094</b>	<b>519,423</b>	<b>2,779,671</b>	<b>15.74</b>	<b>12.44</b>
<b>OTHER</b>					
Depreciation	-348,000	-58,000	-290,000	16.67	16.67
Transfers Out	-181,000		-181,000		
GO Revenue Bonds	-52,857	-30,412	-22,445	57.54	59.53
<b>TOTAL OTHER</b>	<b>-581,857</b>	<b>-88,412</b>	<b>-493,445</b>	<b>15.19</b>	<b>15.75</b>
Net change in fund equity	93,324	-11,029	104,353		
Fund equity, beginning		7,649,397			
Fund equity, ending		7,638,368			
Less invested in capital assets		4,725,848			
Net available fund equity		2,912,520			

**Surface Water Mgmt**  
For Year 2015 Through The Month Of February

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
<b>REVENUES</b>					
Intergovernmental	280	1,693	-1,413	604.72	47.42
Utility Charges	1,407,000	203,438	1,203,562	14.46	14.46
Late fees		2,848	-2,848		
Lake Impr Dist chgs	44,757	8,156	36,601	18.22	11.76
Other prop charges	5,000	430	4,570	8.60	14.80
Interest Earnings	9,000		9,000		
<b>TOTAL REVENUES</b>	<b>1,466,037</b>	<b>216,565</b>	<b>1,249,472</b>	<b>14.77</b>	<b>14.55</b>
<b>EXPENDITURES</b>					
Proprietary					
Snail Lake Aug.	28,572	1,700	26,872	5.95	7.34
Surface Water Oper	824,564	38,986	785,578	4.73	4.98
<b>Total Proprietary</b>	<b>853,136</b>	<b>40,687</b>	<b>812,449</b>	<b>4.77</b>	<b>5.06</b>
<b>TOTAL EXPENDITURES</b>	<b>853,136</b>	<b>40,687</b>	<b>812,449</b>	<b>4.77</b>	<b>5.06</b>
<b>OTHER</b>					
Depreciation	-266,000	-44,333	-221,667	16.67	16.67
Transfers Out	-152,000		-152,000		
GO Revenue Bonds	-71,747	-45,808	-25,939	63.85	64.59
<b>TOTAL OTHER</b>	<b>-489,747</b>	<b>-90,141</b>	<b>-399,606</b>	<b>18.41</b>	<b>19.78</b>
Net change in fund equity	123,154	85,737	37,417		
Fund equity, beginning		8,259,215			
Fund equity, ending		8,344,952			
Less invested in capital assets		6,135,855			
Net available fund equity		2,209,097			

**Street Light Utility**  
For Year 2015 Through The Month Of February

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
<b>REVENUES</b>					
Utility Charges	513,000	76,326	436,674	14.88	14.72
Late fees		1,153	-1,153		
Interest Earnings	2,500		2,500		
Miscellaneous	500		500		
<b>TOTAL REVENUES</b>	<b>516,000</b>	<b>77,479</b>	<b>438,521</b>	<b>15.02</b>	<b>14.85</b>
<b>EXPENDITURES</b>					
Proprietary					
Street lighting	271,742	16,835	254,907	6.20	6.32
<b>Total Proprietary</b>	<b>271,742</b>	<b>16,835</b>	<b>254,907</b>	<b>6.20</b>	<b>6.32</b>
Capital Outlay					
Capital Projects		172	-172		
<b>Total Capital Outlay</b>		<b>172</b>	<b>-172</b>		
<b>TOTAL EXPENDITURES</b>	<b>271,742</b>	<b>17,007</b>	<b>254,735</b>	<b>6.26</b>	<b>6.32</b>
<b>OTHER</b>					
Depreciation	-66,000	-11,000	-55,000	16.67	16.67
Transfers Out	-22,400		-22,400		
<b>TOTAL OTHER</b>	<b>-88,400</b>	<b>-11,000</b>	<b>-77,400</b>	<b>12.44</b>	<b>12.33</b>
Net change in fund equity	155,858	49,472	106,386		
Fund equity, beginning		1,171,256			
Fund equity, ending		1,220,728			
Less invested in capital assets		432,561			
Net available fund equity		788,167			

**Central Garage Fund**  
For Year 2015 Through The Month Of February

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
<b>REVENUES</b>					
Property Taxes	208,000		208,000		
Intergovernmental	6,410	38,480	-32,070	600.31	47.32
Cent Garage chgs	1,256,090	1,282	1,254,808	.10	.01
Interest Earnings	10,500		10,500		
<b>TOTAL REVENUES</b>	<b>1,481,000</b>	<b>39,762</b>	<b>1,441,238</b>	<b>2.68</b>	<b>2.60</b>
<b>EXPENDITURES</b>					
Proprietary					
Central Garage Oper	621,453	68,210	553,243	10.98	16.81
<b>Total Proprietary</b>	<b>621,453</b>	<b>68,210</b>	<b>553,243</b>	<b>10.98</b>	<b>16.81</b>
<b>TOTAL EXPENDITURES</b>	<b>621,453</b>	<b>68,210</b>	<b>553,243</b>	<b>10.98</b>	<b>16.81</b>
<b>OTHER</b>					
Transfers In	119,400		119,400		
Depreciation	-660,000	-110,000	-550,000	16.67	16.67
Transfers Out	-14,000		-14,000		
GO CIP Bonds	-202,411	-118,600	-83,811	58.59	50.90
<b>TOTAL OTHER</b>	<b>-757,011</b>	<b>-228,600</b>	<b>-528,411</b>	<b>30.20</b>	<b>29.69</b>
Net change in fund equity	102,536	-257,048	359,584		
Fund equity, beginning		3,796,662			
Fund equity, ending		3,539,614			
Less invested in capital assets		3,228,575			
Net available fund equity		311,039			

INVESTMENT SCHEDULE BY SECURITY TYPE  
AS OF 02-28-15

Seq#	Institution	Type	Term	Purchased	Matures	Principal	Yield
<u>CERTIFICATE DEPOSIT</u>							
1,208	Morgan Stanley Smith Barney LLC	CD	546	09-06-13	03-06-15	249,000.00	.700000
1,140	Morgan Stanley Smith Barney LLC	CD	1,461	02-08-12	02-08-16	248,000.00	1.150000
1,155	Morgan Stanley Smith Barney LLC	CD	1,461	05-16-12	05-16-16	98,000.00	1.250000
1,154	Morgan Stanley Smith Barney LLC	CD	1,645	05-16-12	11-16-16	248,000.00	1.300000
1,216	Morgan Stanley Smith Barney LLC	CD	732	01-22-15	01-23-17	248,000.00	.850000
1,210	Morgan Stanley Smith Barney LLC	CD	821	12-30-14	03-30-17	248,000.00	1.000000
1,211	Morgan Stanley Smith Barney LLC	CD	913	12-30-14	06-30-17	248,000.00	1.100000
1,172	Morgan Stanley Smith Barney LLC	CD	1,826	07-26-12	07-26-17	247,000.00	1.700000
1,218	Morgan Stanley Smith Barney LLC	CD	1,097	02-11-15	02-12-18	150,000.00	1.200000
1,198	Dain Rauscher Investment Services	CD	1,826	04-11-13	04-11-18	247,000.00	1.259800
1,199	Dain Rauscher Investment Services	CD	1,826	04-24-13	04-24-18	248,000.00	1.000000
1,183	Dain Rauscher Investment Services	CD	2,191	09-27-12	09-27-18	249,000.00	1.308400
1,214	Morgan Stanley Smith Barney LLC	CD	1,461	12-31-14	12-31-18	247,000.00	1.900000
1,212	Morgan Stanley Smith Barney LLC	CD	1,801	12-30-14	12-05-19	247,000.00	2.230500
1,213	Morgan Stanley Smith Barney LLC	CD	1,801	12-30-14	12-10-19	247,000.00	2.173800
1,168	Dain Rauscher Investment Services	CD	3,652	07-25-12	07-25-2022	249,000.00	2.425000
1,181	Dain Rauscher Investment Services	CD	3,652	09-12-12	09-12-2022	249,000.00	2.325400
1,189	Dain Rauscher Investment Services	CD	3,652	12-07-12	12-07-2022	249,000.00	2.075100
1,167	Dain Rauscher Investment Services	CD	5,478	07-19-12	07-19-2027	238,000.00	3.416200
1,174	Dain Rauscher Investment Services	CD	5,477	07-31-12	07-30-2027	246,000.00	3.183400
Total Number Of Investments: 20						4,700,000.00	

FEDERAL HOME LN BK

1,217	Dain Rauscher Investment Services	FH	1,095	01-30-15	01-29-18	651,599.00	1.333300
1,203	Wells Fargo Brokerage Services	FH	1,734	06-19-13	03-19-18	500,000.00	.999900
1,219	Dain Rauscher Investment Services	FH	30,83	02-27-15	02-27-2020	500,000.00	2.748500
1,159	Dain Rauscher Investment Services	FH	3,647	06-28-13	06-28-2022	605,000.00	2.956500
1,160	Dain Rauscher Investment Services	FH	3,647	06-28-13	06-28-2022	400,000.00	2.956500
1,171	Morgan Stanley Smith Barney LLC	FH	3,652	07-26-12	07-26-2022	600,000.00	2.761000
1,184	Morgan Stanley Smith Barney LLC	FH	3,652	09-28-12	09-28-2022	500,000.00	2.273700
1,215	Dain Rauscher Investment Services	FH	31,93	12-30-14	12-30-2022	500,000.00	3.122900
1,204	Dain Rauscher Investment Services	FH	5,448	06-21-13	05-15-2028	483,125.00	3.806300
Total Number Of Investments: 9						4,739,724.00	

FEDERAL NATL MTG

1,158	Dain Rauscher Investment Services	FN	5,478	06-28-12	06-28-2027	600,000.00	3.664700
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INVESTMENT SCHEDULE BY SECURITY TYPE  
AS OF 02-28-15

Seq#	Institution	Type	Term	Purchased	Matures	Principal	Yield
1,170	Dain Rauscher Investment Services	FN	5,475	07-26-12	07-23-2027	1,007,347.00	3.400000
1,178	Dain Rauscher Investment Services	FN	5,478	08-13-12	08-13-2027	600,000.00	3.208200
1,195	Dain Rauscher Investment Services	FN	5,259	03-20-13	08-13-2027	575,000.00	3.921400
1,200	Dain Rauscher Investment Services	FN	5,479	04-25-13	04-25-2028	1,000,000.00	3.497400
1,207	Dain Rauscher Investment Services	FN	-31,0	07-25-13	06-27-2028	496,500.00	4.419400
1,157	Dain Rauscher Investment Services	FN	7,305	06-21-12	06-21-2032	500,000.00	4.247100

Total Number Of Investments: 7

4,778,847.00

FED HM MORTG POOL

1,179	Wells Fargo Brokerage Services	HP	2,556	08-22-12	08-22-19	500,000.00	1.399400
1,180	Wells Fargo Bank MN, NA	HP	2,556	08-22-12	08-22-19	460,000.00	1.399400

Total Number Of Investments: 2

960,000.00

TAX EXMPT MNCPL BOND

1,197	Dain Rauscher Investment Services	MB	4,109	04-01-13	07-01-2024	232,528.00	5.744100
1,205	Dain Rauscher Investment Services	MB	4,113	06-28-13	10-01-2024	82,242.75	5.102700

Total Number Of Investments: 2

314,770.75

TAXABLE MUNCPL BONDS

1,201	Dain Rauscher Investment Services	TM	1,554	04-30-13	08-01-17	452,342.50	1.546300
1,202	Dain Rauscher Investment Services	TM	1,919	04-30-13	08-01-18	493,511.75	1.846400
1,190	Dain Rauscher Investment Services	TM	2,302	12-11-12	04-01-19	503,020.00	1.349700
1,177	Wells Fargo Brokerage Services	TM	2,579	08-09-12	09-01-19	503,340.00	1.572100
1,192	Dain Rauscher Investment Services	TM	2,544	12-27-12	12-15-19	224,901.60	2.960600
1,191	Dain Rauscher Investment Services	TM	2,910	12-27-12	12-15-2020	235,407.30	3.392500
1,188	Dain Rauscher Investment Services	TM	3,494	12-05-12	06-30-2022	268,192.80	3.576000
1,193	Dain Rauscher Investment Services	TM	3,640	12-27-12	12-15-2022	250,218.50	3.742800

Total Number Of Investments: 8

2,930,934.45

INVESTMENT SCHEDULE BY SECURITY TYPE  
AS OF 02-28-15

Seq#	Institution	Type Term	Purchased	Matures	Principal	Yield
					18,424,276.20	
					7,215,053.16	
					8,440.27	
					173,214.85	
					2,750.00	
					28,239.80	
					25,851,974.28	

TO: MAYOR, CITY COUNCIL AND CITY MANAGER  
FROM: MARK J. MALONEY, PUBLIC WORKS DIRECTOR  
DATE: MARCH 16, 2015  
SUBJ: PUBLIC WORKS MONTHLY REPORT

### **Water Quality Measures**

The City has long recognized the connection between aggressive street sweeping and water quality. In addition to projecting a positive image of the community by providing an obvious aesthetic improvement, street sweeping picks up debris such as leaves, dirt and trash that can gather in the gutters and clog the storm sewer system. However, most importantly, picking up this debris and other contaminants has a direct effect on local water quality given that most Shoreview streets eventually drain to a water body or aquifer. Sweeping removes metal particles, oil and other hazardous products left behind by vehicles as well as salt/de-icer residue. Although virtually invisible, these particles can accumulate and be extremely harmful to the environment. By picking up these contaminants before they enter the storm water system, the City helps maintain high water quality in the ponds and lakes in our community. Paying to remove these contaminants once they enter a water system is extremely expensive. Street sweeping plays a vital role in keeping annual maintenance costs of stormwater ponds at a minimum and increases the life and effectiveness of the stormwater BMP's that serve as public stormwater infrastructure. Shoreview Public Works personnel sweep all 110 miles of Shoreviews local streets on a rotating basis. On average, crews are able to sweep the entire city about 5 times a year and begin sweeping as soon as the snow melts.



### **Maintenance Activities**

In the past month crews worked together on one full crew plowing event. Another snow event only required plowing the mains and de-icing activities. As part of each snow event, trails were cleared. Anti-icing or pre-treating streets were completed before each event as well as two minor snow events. Trucks and equipment are cleaned, inspected and repaired as required.

Street crews completed more boulevard tree trimming this winter season than has been completed in the past few years. They began opening catch basins and jetting frozen storm sewer lines to allow proper drainage as the snow melts. The street sweepers have been cleaned and inspected and the annual

preventive maintenance has been completed. The crews began street sweeping and sweeping trails as the weather has improved.

Street crews continue working with the new sign software program. As they are collecting a complete inventory of all the signs throughout the City, they are addressing general sign maintenance and replacements. Load limit signs have been put up throughout the City as weight restrictions went into effect on Wednesday March 11<sup>th</sup>.

Utility crews continue with daily inspections of all the wells and lift stations. General routine and scheduled preventative maintenance is performed at each site, as needed. Crews painted the inside piping at the wells and booster station. Check valves at wells 2 and 4 were repaired. Water samples are collected daily and analyzed or sent in as required by the Minnesota Department of Health. Utility crews respond daily to location requests by locating underground utilities throughout proposed excavation areas. With construction season just around the corner location requests increase daily. They continue jetting and flushing the sanitary sewer system. Crews hauled scrap iron from the yard. They have been replacing the old style manhole covers that have pick holes in the center of the cover. As time permits they are repairing curb boxes as needed. Jason Ewell, Jesse Frandrup and Jack Kiffe attended a three day water and test prep class. They tested to obtain their water operators certificate license.

**Department of Corrections Crew** – The DOC crews start each day by cleaning the Maintenance Center lunchroom, bathrooms, offices and other common areas. After the few minor snow events they completed the manual snow removal (shovels and snow blowers) along boardwalks and bus stops and tight areas along trails. They have gone through vehicles and thoroughly cleaned/detailed inside and out. They moved all the shelving, records and stored materials in the record storage area at the Maintenance Center. They painted the floors and walls within the storage area, at a significant cost savings when compared to out-sourced painting contractors. With the weather improving they have been out picking up trash in medians and along boulevards and trails. And as the weather allows they are cleaning up damaged sod along trails and boulevards. Public Works staff is currently investigating the potential of expanding the DOC crew work program to perform asphalt trail sealing.

### **Snail Lake Improvement District Annual Meeting**

As per the requirements of state statute, the annual meeting for the Snail Lake Improvement District (SLID) was held on March 3<sup>rd</sup>. The purpose of the meeting is to elect directors to the board, provide an overview of the operations that occurred over the previous year, and review the operation and maintenance costs from the previous year.

The attendance at this year's meeting was pretty low, 3 of the 5 directors and 4 of the 72 property owners attended the meeting. Low attendance at the annual meeting has been the norm for the last several years. The last time there was a large attendance of property owners was in 2008 and 2009 when the screening facility project was proposed and constructed. The low attendance is probably reflective of general satisfaction with SLID operations.

One of the main items at the annual meeting is the election of directors for the SLID board. The SLID board consists of 5 directors that serves as an advisory board to the City Council that makes recommendations on the operation and budget associated with the augmentation of Snail Lake. The directors serve 3-year terms, which are staggered so that no more than 2 terms expire in any year. At the annual meeting SLID property owners in attendance make nominations for the director positions that are

open due to expired terms and/or vacancies and then cast votes for the nominees. SLID property owners are sent an information packet, at least 10-days prior to the meeting, that includes information on the election of the directors and a proxy form if they are not able to attend.

Staff is planning to work with the SLID board to brainstorm ideas on how to increase attendance at the annual meetings.

### **Project Updates**

**Turtle Lane Neighborhood & Schifsky Road Reconstruction – Project 15-01** – City staff has completed the feasibility study and it was presented to the Council at the February 17<sup>th</sup> meeting. A public hearing for the project will be held at the April 6<sup>th</sup> Council meeting.

**Lexington Avenue & County Road F Water Main Replacement – Project 15-06** – Plans and specifications for the project were completed and presented to the Council for approval at the March 2<sup>nd</sup> meeting. The bid opening for the project is scheduled for April 2<sup>nd</sup> at 10:00am.

**Hanson/Oakridge Neighborhood Reconstruction – Project 14-01** – Construction work has been suspended due to the winter season. Installation of the final wear course of asphalt and final restoration will be completed in the spring of 2015.

**Water Treatment Plant – Project 14-02** – The design of the Water Treatment Plant is approximately 90% completed. The design consultant, AE2S, has submitted the plans to the planning department for review and the project will be presented to the Planning Commission at the March 24<sup>th</sup> meeting.

**Trail Extension and Rehabilitation – Project 14-05** – Construction work has been suspended due to the winter season. Final restoration of the areas disturbed during the trail work will be completed in the spring of 2015.

**Autumn Meadows Development – Project 14-06** – All of the public infrastructure has been constructed for the development except the final wear course of asphalt, which will be installed in the summer of 2015. New home construction continues in the development and 15 of the 25 lots have either completed homes or homes under construction.

**Highway 96 Lift Station – Project 14-07** – The Contractor for the project has ordered the items for the lift station that have long lead times to manufacture, such as the control panel and pumps. Construction of the project will begin in the spring of 2015.

**Turtle Lake Feasibility Report** – All necessary agreements were authorized by the City Council earlier this month and the TLHA forwarded a check to be placed in escrow as per their agreement with the City. City staff and our consultant just held the first meeting with the agencies with potential jurisdiction and/or permitting authority that may impact the feasibility study.

REGULAR COUNCIL MEETING  
FEBRUARY 17, 2015

t/monthly/monthlyreport2014

**TO: MAYOR AND COUNCILMEMBERS**

**FROM: TERRY SCHWERM  
CITY MANAGER**

**DATE: MARCH 11, 2015**

**SUBJECT: PARKS AND RECREATION MONTHLY REPORT**

### **DEPARTMENT ACTIVITY**

March is another transition month for the Parks and Recreation Department. Most winter activities and programs are coming to an end and staff is focused on preparing for spring recreation programs and preparation of athletic fields for the start up of many outdoor youth athletic programs in early April. During March and April, staff is also doing hiring for summer season.

Parks maintenance crews installed new park signs on the brick bases at Shoreview Commons, Sitzer Park, and Rice Creek Fields. A few additional park signs will be installed at the Hamline Nature Preserve, Lake Judy Park, and Ponds Park when the ground thaws later this spring. It is anticipated that the final design and ordering of signs for the remainder of the City's parks (McCullough, Shamrock, Wilson, and Bobby Theisen) will be done this spring with installation sometime this summer.

Last year, a small toddler climbing structure was added to the Tropical Adventure Indoor Playground and it has been well used. This year, we are planning to replace the climbing ropes which have been discontinued with a skywheel system. Newer indoor playgrounds are now equipped with the skywheel system since it is safer, easier to grip for children, and will provide improved "play value". We hope to have this new system in place by our busy summer season.

The 2014 Community Center revenues and expenditures are nearly final. The Community Center ended the year with record revenues of nearly \$2.75 million. Based on current projections, the Community Center's fund balance is expected to increase by about \$65,000 in 2014.

### **COMMUNITY CENTER**

The Tropics Waterpark was busy during February with an increase in daily admission revenue of more than 20%. Presidents Day had a 50% increase in daily visits compared to last year. The number of pool parties scheduled this past month increased nearly 70%.

As typical for the month of February, the fitness center continues to be well used by our members. Staff has had to be vigilant on keeping equipment clean and in good working order.

The treadmills and ellipticals remain the most heavily used pieces of equipment. The two stepmills have also gained in popularity. One stepmill that has had a part on back order was fixed the first week of March. We are using a new group from the Minnesota Department of Human Services to help keep the fitness center clean. This group comes in twice a week during non peak hours.

The Tropical Adventure Indoor Playground was a popular destination with a 20% increase in playground only passes being sold in February. The indoor playground is another area of the building that requires frequent maintenance and cleaning during the winter months. There were new access panels installed as well as a new handle for the trolley glide.

The Community Center hosted several corporate rentals this month. The Richard Wedell Community Room had a 70% increase in rental revenue. This room continues to gain in popularity due to the new AV system which offers a good amount of flexibility at an affordable price. A similar AV control system is scheduled to be installed in the Shoreview Room this year. This will make it easier for both renters and staff who have to operate the system. Metro ECSU is one of the corporate groups that held several meetings at the Community Center this month occupying both banquet rooms and all meeting rooms for the entire last week of February. This group hosts their training sessions at the Community Center a few times a year. Other corporate groups that hosted events include Xcel Engineering, Fairview Medical Group, and several state agencies including MnDOT, the DNR, and the Department of Health.

Meeting rooms were also occupied with corporate trainings in February. Meeting room revenue increased 30% compared to last year. Along with 60 corporate meetings scheduled in the meeting rooms, another 55 parties hosted their events in these rooms. There was a 30% increase in meeting room rental revenue. The birthday party rooms have stayed active with nearly 35 birthday party packages celebrated in the themed poolside rooms. Staff has implemented a survey for people holding birthday parties at the Community Center which has led to some changes in the birthday party process. The birthday party host or hostess is now processing payments in the party rooms to avoid unnecessary lines at the service desk. The poolside party packages continue to be popular leading to the addition of a new timeslot on Sunday afternoons. This time slot was booked every Sunday during the month of February.

### **RECREATION PROGRAMS**

Spring registration started at the end of the month. During the first two days of resident registration, there were nearly 900 participants who signed up for spring activities. More than 50% of all registrations were completed online. This was the first time staff used online registration for the Summer Discovery school age child care program. The process worked well and 55% of the Summer Discovery participants registered online.

There are currently 260 children enrolled in the Summer Discovery child care program. The program typically has two age categories for registration, Kindergarten - 5th grade and a 6th - 8th grade middle school component. The last few years there has been a decline in

participation for the middle school age group. The Kindergarten through fifth grade program typically fill during the first day of registration. Staff decided to move the 5<sup>th</sup> grade participants into the middle school age group which allowed another 20 spots in the younger classrooms. Currently both age categories are at capacity with approximately 260 children have been enrolled in the Summer Discovery program.

Staff has been investigating similar summer child care programs in the area and evaluating the different behavior policies at programs in surrounding communities. Staff has also been researching the policies in the school district to ensure that Summer Discovery has sound safety procedures and discipline policies. All the training material will be updated in the next month and presented to staff during training sessions in May and early June.

Weekly field trips have been scheduled for the summer child care program. In addition to the regular trips and activities, the Summer Discovery Program is partnering with the neighboring Dairy Queen. Each week, one classroom of children will visit the Shoreview Dairy Queen to learn about local business operations. Children will tour the restaurant and be introduced to food preparation, inventory, and making ice cream.

Kids Care Drop in Childcare has been very active since the beginning of the new year. During the months of January and February, nearly 1750 children attended the program with over 2000 hours of child care. This is a 25% increase in participation. There seems to be an increase in new family memberships that have been using the hourly child care. This program is also well used by registered group fitness participants who use this affordable day care option while they attend group fitness classes.

Group Fitness classes have been popular with nearly 1000 participants attending classes. Staff is investigating some different class structures and offerings for summer and fall sessions. An intern from University of Wisconsin Lacrosse will be working with the fitness team this summer. The main focus of this person will be to assist in developing new group training programs and/or opportunities.

The group cycling bikes in the gym activity room have been continuously in need of repair. Three different demo bikes have been introduced to participants and staff anticipates that new bikes will be ordered within the next month. Staff is evaluating different options of being able to keep the bikes in one stationary place. Currently, the bikes are moved around for classes which can sometimes lead to maintenance issues on the bicycles.

The Sweetheart Dance was held on Friday, February 13th in the Richard Wedell Community Room. This year a D.J was added to the event which was well received with participants dressed up and dancing to songs from the movie "Frozen". There were over 130 participants enjoying three different crafts, temporary tattoos, face painting, and refreshments. The next upcoming event will be the annual Egg Hunt which will be held at the end of the month.

The ice rinks have come to a close for the season. Bethel University rents Bobby Theisen Park for its intramural broomball. There were nearly 2000 visits at that rink due to that program. The total attendance at all the ice rinks was nearly 9500 for the season.

### **PARKS MAINTENANCE CREW**

It was another busy month for the parks maintenance crew. Temperatures were cold enough to maintain rinks in good skating condition until early March. The snow that we received in February was fairly light, but the crew still had to plow and shovel walks twice this past month.

Now that rinks are closed, the crew has started to remove skating season equipment. All the hockey nets have been brought in for repairs and have been put into storage. The gate planks have also been brought in, repaired and placed into storage. The crew is in the process of cleaning out the buildings and preparing to strip and wax the floors. The crew replaced burned out lamps at Bucher, Shamrock and Theisen Park parking lots.

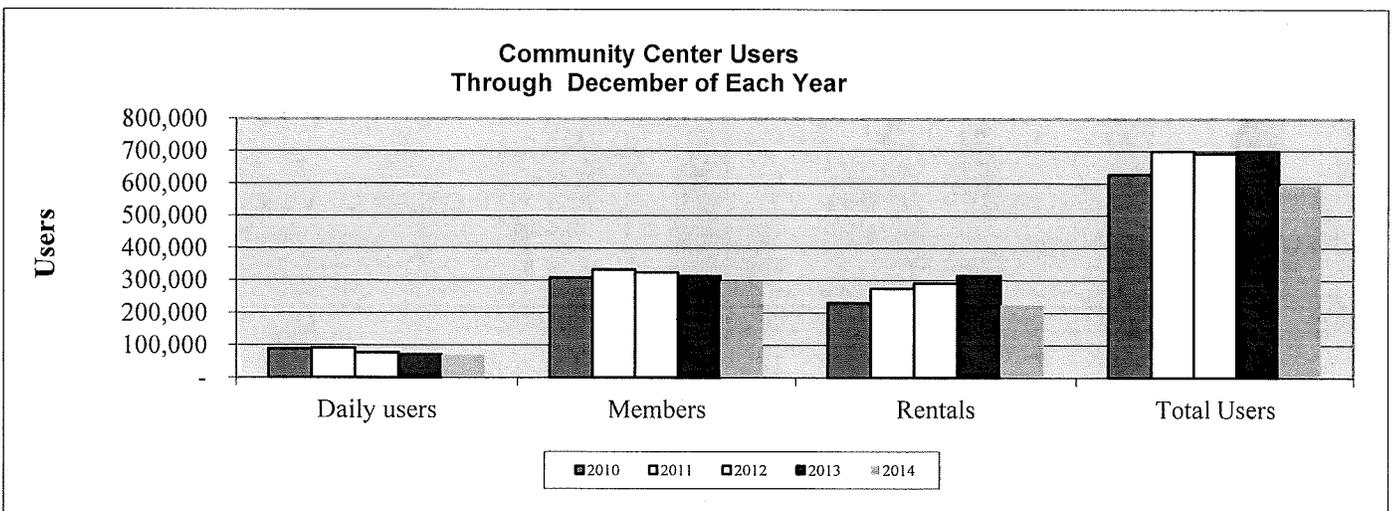
The crew continues to pick up trash on a daily basis at the Community Center, the Library and in the parks. The trash receptacles are dumped on an as needed basis. Now that rinks are closed, the crew will not be cleaning restrooms. Once rentals of the pavilion begin and fastpitch softball season begins, the crew will clean restrooms at the pavilion and Rice Creek Fields on a daily basis.

### **COMMUNITY CENTER CREW**

The crew has been hard at work trying to keep the building on its cleaning schedule, which has been difficult since the crew has been short one custodian since November. The crew was able to install the hands free soap dispensers in the men's lower level restroom. They also worked on cleaning the indoor playground. We are in the process of planning this year's projects for the Community Center and for pool shutdown. Work orders have actually slowed down this year and are currently running about 140 behind last year's pace.

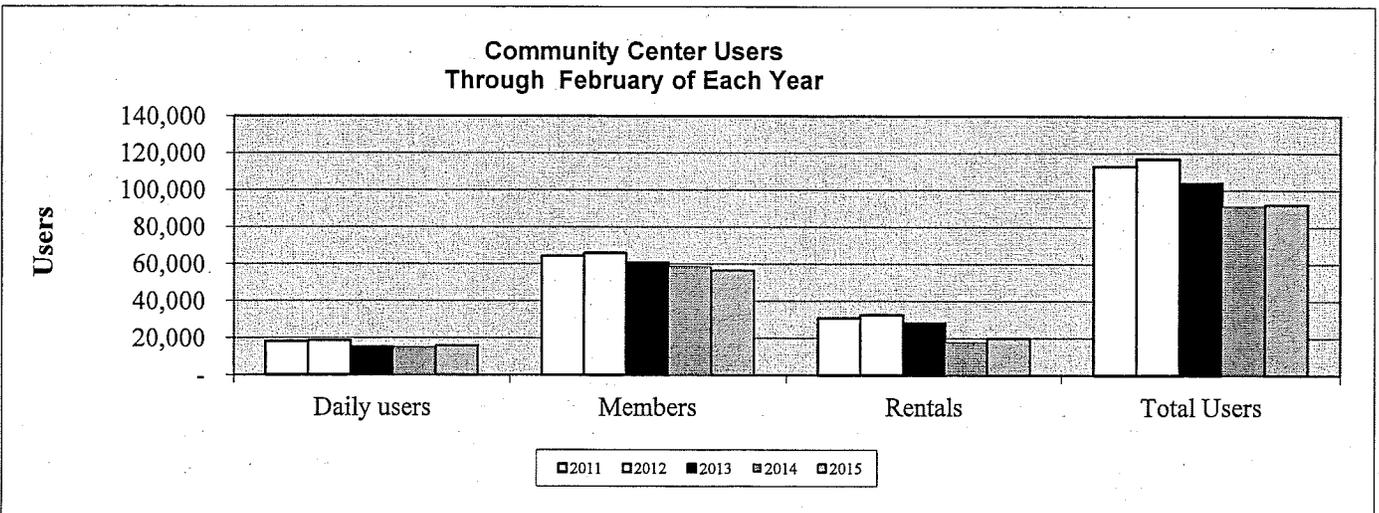
**Community Center Activity Year-to-date  
Through December Each Year**

	2010	2011	2012	2013	2014
<b>Number of Users:</b>					
Daily users	88,784	91,392	76,521	70,573	69,699
Members	308,404	332,762	324,216	313,395	297,735
Rentals	230,634	274,871	291,879	314,924	225,738
<b>Total Users</b>	<b>627,822</b>	<b>699,025</b>	<b>692,616</b>	<b>698,892</b>	<b>593,172</b>
<b>Revenue:</b>					
Admissions	\$ 522,371	\$ 597,166	\$ 555,209	\$ 580,832	\$ 596,787
Memberships-annual	933,541	1,007,883	1,040,037	1,007,551	1,013,369
Memberships-seasonal	106,953	103,304	97,673	97,272	105,793
Room rentals	220,664	250,299	255,186	303,207	307,634
Wave Café	176,816	195,578	192,351	210,860	217,033
Commissions	10,627	14,503	14,546	12,025	13,602
Locker/vending/video	29,470	29,606	26,453	24,198	21,526
Merchandise	10,656	13,724	14,521	14,005	11,691
Other miscellaneous	1,944	1,323	672	14,604	13,803
Building charge	94,415	98,441	101,757	101,687	100,000
Interest	8,017	20,674	14,100	(42,835)	-
Transfers in	310,000	297,000	300,000	312,000	339,000
<b>Total Revenue</b>	<b>2,425,474</b>	<b>2,629,501</b>	<b>2,612,505</b>	<b>2,635,406</b>	<b>2,740,238</b>
<b>Expenditures:</b>					
Personal services	1,319,270	1,352,471	1,399,969	1,473,504	1,475,983
Supplies	405,540	448,853	446,077	478,444	528,272
Contractual	544,863	600,542	599,683	624,255	671,200
Other	-	-	5,727	-	-
<b>Total Expenditures</b>	<b>2,269,673</b>	<b>2,401,866</b>	<b>2,451,456</b>	<b>2,576,203</b>	<b>2,675,455</b>
<b>Rev less Exp Year-to-date</b>	<b>\$ 155,801</b>	<b>\$ 227,635</b>	<b>\$ 161,049</b>	<b>\$ 59,203</b>	<b>\$ 64,783</b>



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

	2011	2012	2013	2014	2015
<b>Number of Users:</b>					
Daily users	18,127	18,610	14,974	14,865	15,833
Members	64,240	65,839	60,662	58,612	56,438
Rentals	30,584	32,464	28,108	17,878	20,004
<b>Total Users</b>	<b>112,951</b>	<b>116,913</b>	<b>103,744</b>	<b>91,355</b>	<b>92,275</b>
<b>Revenue:</b>					
Admissions	\$ 116,588	\$ 114,896	\$ 110,376	\$ 122,030	\$ 139,575
Memberships-annual	190,950	189,731	186,910	196,463	194,134
Memberships-seasonal	25,592	23,930	23,062	26,520	22,858
Room rentals	42,298	49,672	53,470	46,321	61,740
Wave Café	39,397	37,434	38,975	45,449	43,407
Commissions	143	279	426	73	784
Locker/vending/video	2,397	4,031	3,135	2,798	2,498
Merchandise	2,024	2,341	2,345	2,051	1,857
Other miscellaneous	(5)	63	(93)	(103)	(109)
Transfers in	49,500	50,000	52,000	56,500	61,000
<b>Total Revenue</b>	<b>468,884</b>	<b>472,377</b>	<b>470,606</b>	<b>498,102</b>	<b>527,744</b>
<b>Expenditures:</b>					
Personal services	189,279	197,043	197,424	194,307	210,552
Supplies	66,209	54,670	68,001	68,049	60,862
Contractual	54,210	27,679	55,978	48,122	46,329
<b>Total Expenditures</b>	<b>309,698</b>	<b>281,877</b>	<b>321,403</b>	<b>310,478</b>	<b>317,743</b>
<b>Rev less Exp Year-to-date</b>	<b>\$ 159,186</b>	<b>\$ 190,500</b>	<b>\$ 149,203</b>	<b>\$ 187,624</b>	<b>\$ 210,001</b>







**Community Center Monthly Activity  
For the Year 2013**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
<b>Number of Users:</b>													
Daily users	7,974	7,000	10,931	7,185	5,072	4,871	4,514	4,366	2,652	4,319	5,986	5,703	70,573
Members	32,422	28,240	31,139	29,472	25,068	23,723	24,641	22,833	20,314	23,469	25,962	26,112	313,395
Rentals	14,163	13,945	18,510	17,220	18,024	56,444	55,100	52,526	21,071	17,579	15,574	14,768	314,924
<b>Total Users</b>	<b>54,559</b>	<b>49,185</b>	<b>60,580</b>	<b>53,877</b>	<b>48,164</b>	<b>85,038</b>	<b>84,255</b>	<b>79,725</b>	<b>44,037</b>	<b>45,367</b>	<b>47,522</b>	<b>46,583</b>	<b>698,892</b>
<b>Revenue:</b>													
Admissions	\$ 50,299	\$ 47,292	\$ 88,714	\$ 54,738	\$ 33,185	\$ 45,769	\$ 43,304	\$ 38,274	\$ 16,516	\$ 28,873	\$ 36,362	\$ 40,843	\$ 524,169
Indoor playground	6,216	6,569	8,744	5,824	3,480	2,899	2,312	2,293	2,074	4,695	6,268	5,289	56,663
Memberships	124,779	85,193	94,796	77,552	67,021	68,231	68,319	76,179	77,643	83,624	112,181	169,305	1,104,823
Room rentals	27,440	26,030	29,824	25,609	27,653	28,573	17,165	27,021	22,877	21,760	21,612	27,643	303,207
Wave Café	20,972	18,003	31,703	19,174	14,800	16,404	15,062	17,706	10,252	14,741	15,558	16,485	210,860
Commissions	-	426	456	793	617	-	3,168	1,347	1,848	3,074	144	152	12,025
Locker/vending/video	(4)	3,139	1,364	1,973	2,664	2,655	1,716	1,819	1,546	1,743	1,490	4,093	24,198
Merchandise	1,331	1,014	1,807	1,794	1,183	1,614	1,312	1,214	574	724	811	627	14,005
Other miscellaneous	(73)	(20)	(228)	153	50	19	19	42	7	12	-	14,623	14,604
Building charge	-	-	-	-	-	101,687	-	-	-	-	-	-	101,687
Interest	-	-	-	-	-	-	-	-	-	-	-	(42,835)	(42,835)
Transfers in	26,000	26,000	26,000	26,000	26,000	26,000	26,000	26,000	26,000	26,000	26,000	26,000	312,000
<b>Total Revenue</b>	<b>256,960</b>	<b>213,646</b>	<b>283,180</b>	<b>213,610</b>	<b>176,653</b>	<b>293,851</b>	<b>178,377</b>	<b>191,895</b>	<b>159,337</b>	<b>185,246</b>	<b>220,426</b>	<b>262,225</b>	<b>2,635,406</b>
<b>Expenditures:</b>													
Personal services	82,812	114,612	117,601	109,051	163,800	118,822	114,033	118,407	111,010	108,598	164,022	150,736	1,473,504
Supplies	16,571	51,430	46,426	62,354	39,856	33,562	31,462	39,800	32,616	23,906	32,826	67,635	478,444
Contractual	5,989	49,989	34,133	65,882	62,010	51,361	63,244	71,565	48,713	61,496	43,524	66,349	624,255
Other	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers out	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>105,372</b>	<b>216,031</b>	<b>198,160</b>	<b>237,287</b>	<b>265,666</b>	<b>203,745</b>	<b>208,739</b>	<b>229,772</b>	<b>192,339</b>	<b>194,000</b>	<b>240,372</b>	<b>284,720</b>	<b>2,576,203</b>
<b>Rev less Exp (monthly)</b>	<b>\$ 151,588</b>	<b>\$ (2,385)</b>	<b>\$ 85,020</b>	<b>\$ (23,677)</b>	<b>\$ (89,013)</b>	<b>\$ 90,106</b>	<b>\$ (30,362)</b>	<b>\$ (37,877)</b>	<b>\$ (33,002)</b>	<b>\$ (8,754)</b>	<b>\$ (19,946)</b>	<b>\$ (22,495)</b>	<b>\$ 59,203</b>
<b>Rev less Exp (ytd)</b>	<b>\$ 151,588</b>	<b>\$ 149,203</b>	<b>\$ 234,223</b>	<b>\$ 210,546</b>	<b>\$ 121,533</b>	<b>\$ 211,639</b>	<b>\$ 181,277</b>	<b>\$ 143,400</b>	<b>\$ 110,398</b>	<b>\$ 101,644</b>	<b>\$ 81,698</b>	<b>\$ 59,203</b>	

## MOTION SHEET

MOVED BY COUNCILMEMBER \_\_\_\_\_

SECONDED BY COUNCILMEMBER \_\_\_\_\_

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

Date	Description	
03/02/15	Accounts payable	\$46,395.84
03/05/15	Accounts payable	\$269,396.60
03/09/15	Accounts payable	\$51,668.85
03/12/15	Accounts payable	\$52,516.79
03/16/15	Accounts payable	\$37,861.75
<b>Sub-total Accounts Payable</b>		
03/06/15	Payroll 127807 ## 127806 971154 to 971354	\$155,931.53
<b>Sub-total Payroll</b>		
<b>TOTAL</b>		<b>\$ 613,771.36</b>

ROLL CALL:	AYES	NAYS
Johnson		
Quigley		
Wickstrom		
Springhorn		
Martin		

03/16/15

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
AMERICAN MESSAGING	LOCKBOX - PAGER	101	40210	3190		009	\$3.99	\$3.99
AMSAN BRISSMAN KENNEDY	TISSUE/PAPER TOWELS/VAC BAG/TILE CLEANER	220	43800	2110			\$2,224.34	
AMSAN BRISSMAN KENNEDY	TISSUE/CAN LINER/SHAMPOO/UPRIGHT VACUUM	220	43800	2110			\$469.70	\$1,258.32
		220	43800	2400			\$788.62	
AMSAN BRISSMAN KENNEDY	AZURE FOAM WASH	220	43800	2110			\$474.70	
BRAKE & EQUIPMENT WAREHOUSE	TRACKLESS BRAKE PARTS	701	46500	2220		002	\$27.68	\$27.68
C & E HARDWARE	PINESOL CLEANING SUPPLIES	701	46500	2183		002	\$15.99	\$15.99
C & E HARDWARE	PAINT MIXER	701	46500	2183		001	\$14.99	\$14.99
DEJANA CARGO & VAN INC	DRAWER SLIDE FOR PARKS PICK UP (LH)	701	46500	2220		001	\$60.62	\$60.62
DELTA DENTAL	DENTAL COVERAGE: MARCH	101	20415				\$6,851.70	\$7,168.55
		101	20411				\$316.85	
EMERGENCY AUTOMOTIVE	EMER. LIGHT BARS UNIT 209	701	46500	2220		001	\$81.70	\$81.70
FACTORY MOTOR PARTS COMPANY	BATTERIES MISC. VEHICLES	701	46500	2220		001	\$373.68	\$373.68
FARAGHER, STEVEN	PICKLEBALL COURT (SVCC 4TH COURT)	225	43510	3190		019	\$660.00	\$660.00
FLEETPRIDE INC	LICENSE PLATE LIGHT UNIT 303	701	46500	2220		001	\$5.36	\$5.36
GOODPRINTER, THE	POSTER/TASTE OF SHOREVIEW	270	40250	2180		001	\$65.00	\$65.00
GRAINGER, INC.	BALLAST/BATTERIES/LAMPS/BULBS	220	43800	2240		001	\$491.88	\$491.88
GRANDMA'S BAKERY	BREAKFAST FOR RESALE	220	43800	2591		003	\$121.68	\$121.68
GRANDMA'S BAKERY	BREAKFAST FOR RESALE	220	43800	2591		003	\$77.07	\$77.07
GRANDMA'S BAKERY	RENTAL BREAKFAST FOR RESALE	220	43800	2591		003	\$76.39	\$76.39
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$42.50	\$42.50
GRANDMA'S BAKERY	BREAKFAST FOR RESALE	220	43800	2591		003	\$24.79	\$24.79
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	\$23.75	\$23.75
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	\$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	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$17.12	\$17.12
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$17.12	\$17.12
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$16.16	\$16.16
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$16.16	\$16.16
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$16.16	\$16.16
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$16.16	\$16.16
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$16.16	\$16.16
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$16.16	\$16.16
GRANDMA'S BAKERY	RENTAL BREAKFAST FOR RESALE	220	43800	2591		003	\$10.98	\$10.98
HORIZON COMMERCIAL POOL SUPPLY	REPLACED CAUSTIC PUMP HOUSING	220	43800	2200		003	\$134.00	\$134.00
I-STATE TRUCK CENTER	TURN LIGHT UNIT 209	701	46500	2220		001	\$8.45	\$8.45
I-STATE TRUCK CENTER	2 SPEED SOLENOID UNIT 209	701	46500	2220		001	\$50.68	\$50.68
KANSAS STATE BANK-GOVT FINANCE	CONTRACT LEASE PAYMENT/MARCH 2015	220	43800	3960		004	\$1,320.00	\$1,320.00
LUBRICATION TECHNOLOGIES, INC	DIESEL EQUIPMENT ENGINE OIL	701	46500	2130		001	\$1,051.65	
MAC QUEEN EQUIPMENT INC.	TRACKLESS BRAKE PARTS	701	46500	2220		002	\$256.24	\$256.24
MAC QUEEN EQUIPMENT INC.	IMPELLER FOR CROSSWINDS SWEEPER	701	46500	2220		001	\$3,402.23	\$3,402.23
MATHESON TRI-GAS INC	CO2	220	43800	2160		002	\$95.73	\$95.73
MATHESON TRI-GAS INC	CO2	220	43800	2160		002	\$95.73	\$95.73
MENARDS CASHWAY LUMBER **FRIDL	PAINT THINNER STORE ROOM FLOOR	701	46500	2183		001	\$37.90	\$37.90

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
MINNESOTA DEPT OF HUMAN SERVIC	CLEANING/JANUARY	220	43800	3190		002		\$160.00	\$160.00
MTI DISTRIBUTING, INC	WIPER ARM KIT TORO 3280	701	46500	2220		002		\$19.00	\$19.00
NAPA AUTO PARTS	TRUCK LIGHT BULBS	701	46500	2220		001		\$9.87	\$9.87
NCPERS MINNESOTA	PERA LIFE INSURANCE: MAR 2015	101	20413					\$224.00	\$224.00
NORTHLAND CAPITAL FINANCIAL SE	FITNESS EQUIPMENT LEASE-FEBRUARY 2015	220	43800	3960		005		\$1,388.62	\$1,388.62
OXYGEN SERVICE COMPANY	PROPANE	701	46500	2180		001		\$228.80	\$228.80
POSTMASTER	STANDARD MAIL PERMIT FEE -PERMIT #5606	602	45550	3220		001		\$110.00	\$220.00
		601	45050	3220		001		\$110.00	
REINDERS, INC.	GEAR SET FOR WALK BEHIND SALT SPREADER	701	46500	2220		002		\$38.72	
SIGNATURE LIGHTING INC	STREET LIGHT REPAIR-4775 KENT ST	604	42600	3810		003		\$475.08	\$475.08
SIGNATURE LIGHTING INC	STREET LIGHT REPAIR-HAFNER/CO RD D	604	42600	3810		003		\$313.85	\$313.85
SIGNATURE LIGHTING INC	STREET LIGHT REPAIR-842 LAKE MARTHA	604	42600	3810		003		\$413.11	\$413.11
SIGNATURE LIGHTING INC	KNOCKDOWN MAKE SAFE-4106 SNAIL LK BLVD	604	42600	3810		001		\$170.08	\$170.08
SIGNATURE LIGHTING INC	KNOCKDOWN REMOVAL- 4150 SNAIL LK BLVD	604	42600	3810		001		\$529.90	\$529.90
SIGNATURE LIGHTING INC	STREET LIGHT REPAIR-645 OAKWOOD/COTTON	604	42600	3810		002		\$1,521.86	\$1,521.86
SIGNATURE LIGHTING INC	POLES & LIGHTS FOR 2 SNAIL LK KNOCKDOWNS	604	42600	3810		001		\$4,669.00	\$4,669.00
THE ROCKIN' HOLLYWOODS	SLICE DEPOSIT FOR ENTERTAINMENT	270	40250	3190		001		\$1,925.00	\$1,925.00
TIME MUSIC AGENCY	DEPOSIT FOR SLICE-ROCK IT SCIENCE	270	40250	3190		001		\$1,600.00	\$1,600.00
VACKER, INC	SECOND HALF PAYMENT-PARK SIGNS	401	43710	3190				\$8,445.00	\$8,445.00
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	101	40800	2180				\$164.00	\$164.00
XCEL ENERGY	LIFT STATIONS: ELECTRIC	602	45550	3610				\$719.01	\$719.01
XCEL ENERGY	PARKS: ELECTRIC/GAS	101	43710	3610				\$1,793.48	\$3,085.74
		101	43710	2140				\$1,292.26	

Total of all invoices: \$46,395.84

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COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
ACE SOLID WASTE	DUMPSTER SERVICE CC AND PARKS	220	43800	3640				\$1,100.29	\$1,258.32
		101	43710	3950				\$158.03	
AMERICAN LOCKER SECURITY SYSTE	REPLACEMENT PARTS FOR POOL LOCKERS	220	43800	2240		003		\$2,297.07	
CLASSIC COLLISION CENTER	INSURANCE CLAIM: UNIT 106	260	47400	4340				\$988.10	\$988.10
COMMISSIONER OF REVENUE- WH TA	WITHHOLDING TAX - PAYDATE 03-06-15	101	21720					\$8,932.55	\$8,932.55
COMMUNITY HEALTH CHARITIES - M	EMPLOYEE CONTRIBUTIONS: 03-06-15	101	20420					\$137.00	\$137.00
ELLIOTT, LAURIE	REFUND 2014 ICMA OVER CONTRIB/ELLIOTT	101	21750					\$975.41	\$975.41
GENESIS EMPLOYEE BENEFITS INC	VEBA CONTRIBUTIONS: 03-06-15	101	20418					\$5,745.00	\$5,745.00
GENESIS EMPLOYEE BENEFITS INC	ADMINISTRATION FEE: NOV 2014	101	20416					\$369.60	
GENESIS EMPLOYEE BENEFITS INC	ADMINISTRATION FEE: DEC 2014	101	20416					\$365.20	\$365.20
GENESIS EMPLOYEE BENEFITS INC	ADMINISTRATION FEE: JAN 2015	101	20416					\$369.60	\$369.60
GENESIS EMPLOYEE BENEFITS INC	FLEX - MED/DEPENDENT CARE 03-06-15	101	20431					\$612.49	\$612.49
HALL, KEVIN	DEPOSIT FOR ENTERTAINMENT AT SLICE	270	40250	3190		001		\$100.00	\$100.00
HUIE, LENNY	LIFE ON THE FARM	220	22040					\$16.00	\$16.00
ICMA/VANTAGEPOINT TRANSFER-300	EMPLOYEE CONTRIBUTIONS PAYDATE:03-06-15	101	21750					\$5,386.82	\$5,386.82
ICMA/VANTAGEPOINT TRANSFER-705	ROTH CONTRIBUTIONS:03-06-15	101	20430					\$955.00	\$955.00
IDC AUTOMATIC	INS CLAIM: GARAGE DOOR 11/14/2014	260	47400	4340				\$3,215.34	\$3,215.34
KADERBHAI, MUNIR	LIFE ON THE FARM	220	22040					\$16.00	\$16.00
LEMUS, MARIA	FACILITY REFUND	220	22040					\$1,093.10	\$1,093.10
LOCKBEAM, TRENT	FACILITY REFUND	220	22040					\$22.50	\$22.50
METROPOLITAN COUNCIL	SEWER SERVICE-APRIL 2015	602	45550	3670				\$141,751.67	\$141,751.67
MINNESOTA CHILD SUPPORT PAYMEN	PAYDATE: 03-06-15	101	20435					\$137.00	\$137.00
MINNESOTA ENVIRONMENTAL FUND	MN ENVIRONMENTAL EMPL CONTRIB: 03-06-15	101	20420					\$35.00	\$35.00
MPSTMA	ANNUAL MEMBERSHIP DUES/CHAPMAN	101	43710	4890				\$50.00	
ORKIN EXTERMINATING CO INC.	PEST CONTROL CC	220	43800	3190		004		\$166.89	\$166.89
PMA FINANCIAL NETWORK, INC	JANUARY 2015 BANK FEES	101	40500	4890		004		\$159.88	\$159.88
PUBLIC EMPLOYEES RETIREMENT AS	EMPL/EMPLOYER CONTRIBUTIONS:03-06-15	101	21740					\$29,968.72	\$29,968.72
RICOH USA INC.	MAINTENANCE: RICOH COPIERS 2/21-5/20/15	101	40200	3850		002		\$3,259.96	\$3,259.96
ST. PAUL, CITY OF	RADIO MAINTENANCE & SERVICES	701	46500	3196		001		\$28.00	\$28.00
STATE OF MINNESOTA	TRUCK INSPECTION DECAL	701	46500	2220		001		\$44.00	\$44.00
TREASURY, DEPARTMENT OF	FEDERAL WITHHOLDING TAX: 03-06-15	101	21710					\$22,087.52	\$56,854.30
		101	21730					\$28,176.86	
		101	21735					\$6,589.92	
TRI TECH DISPENSING	REPAIRS TO ICE MACHINES CC	220	43800	3810		005		\$622.98	
UNITED WAY - GREATER TWIN CITI	EMPLOYEE CONTRIBUTIONS: 03-06-15	101	20420					\$78.00	\$78.00
VANCO SERVICES	FEB 15 FITNESS INCENTIVE PROCESSING FEE	220	43800	3190		003		\$116.50	\$116.50
WESTLING, TINA	RECEIPT TAPE	220	43800	2010		001		\$40.70	\$40.70
WETTER, TODD	PASS REFUND	220	22040					\$40.00	\$40.00
YALE MECHANICAL INC	WATER HEATER REPAIRS/CC	220	43800	3810		003		\$1,682.62	\$1,682.62
YALE MECHANICAL INC	REPAIRS TO POOL HEATER	220	43800	3810		007		\$1,036.28	\$1,036.28
YALE MECHANICAL INC	REPAIRS TO POOL HEATER	220	43800	3810		007		\$469.00	\$469.00

Total of all invoices: \$269,396.60

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
ACE SOLID WASTE	MAINT CENTER SOLID WASTE PICKUP	701	46500	3640				\$250.46	\$250.46
ALLEN, DEANNE	EDA MINUTES-03/02/15	240	44400	3190				\$200.00	\$200.00
ALLEN, DEANNE	MINUTES - 3/2 CC, 2/24 PC	101	40200	3190		001		\$200.00	\$350.00
		101	44100	3190				\$150.00	
AMSAN BRISSMAN KENNEDY	SKIN CLEANSER/PAPER TOWELS/FLOOR CLEANER	220	43800	2110				\$1,528.21	\$1,528.21
AMSAN BRISSMAN KENNEDY	BATH TISSUE/CAN LINER/FOAM SOAP	220	43800	2110				\$356.96	\$356.96
AMSAN BRISSMAN KENNEDY	REPLACEMENT RADIUS SWEEPER CC	220	43800	2400				\$2,288.42	\$2,288.42
BINDOULA, GAEDY ANEXANDRE	DODGEBALL REF FEB 18 & FEB 25	225	43510	3190		005		\$120.00	\$120.00
C&J ENTERTAINMENT LLC	DEPOSIT FOR SUMMER MOVIE SERIES	225	43590	3173		001		\$1,200.00	\$1,200.00
CDC DISTRIBUTING	GLOVES/MAINTENANCE	701	46500	3970		001		\$186.83	\$186.83
COMMERCIAL POOL AND SPA SUPPLI	WHIRLPOOL SUPPLIES	220	43800	2200		003		\$112.42	\$112.42
DOCUSIGN INC	DOCUSIGN FOR SUMMER DISCOVERY/PRESCHOOL	225	43535	2170		002		\$1,250.00	\$1,650.00
		225	43535	2170		002		\$400.00	
HAMMOND, CECILIA	VOLLEYBALL REF FEB 21,24,28	225	43510	3190		010		\$136.00	
HARRIS, DANIELLE OR ROBERT	REFUND CLOSING OVERPYMT-4765 CHANDLER RD	601	36190			003		\$9.27	\$9.27
HUGO EQUIPMENT COMPANY	PUMP MOTOR UNIT 607	701	46500	2220		001		\$18.99	\$18.99
JONES & BARTLETT PUBLISHERS, I	20 LG BOOKS	220	43800	2200		002		\$670.43	\$670.43
JONES & BARTLETT PUBLISHERS, I	ONLINE LG TRAINING COURSE	220	43800	2200		002		\$65.90	\$65.90
LARSON COMPANIES	EQUIPMENT AND TRUCK FILTERS	701	46500	2220		001		\$156.39	\$156.39
LARSON COMPANIES	EQUIPMENT FUEL FILTERS	701	46500	2220		001		\$15.50	\$15.50
LIFEGUARD STORE, THE	KEY CHAINS FOR FIRST AID CLASS	225	43520	2170		002		\$38.00	\$135.00
		225	43520	2170		001		\$97.00	
MAC QUEEN EQUIPMENT INC.	REPAIR PARTS FOR SWEEPERS	701	46500	2220		002		\$498.59	\$987.53
		701	46500	2220		001		\$488.94	
MINNESOTA DEPT LABOR AND INDUS	BUILDING SURCHARGE REPORT: FEBRUARY	101	20802					\$912.83	\$887.83
		101	34060					-\$25.00	
ON CALL SERVICES INC	MAINTENANCE CONTRACT FEE	220	43800	3190		006		\$8,200.00	\$8,200.00
OXYGEN SERVICE COMPANY	WELDING GAS AND SUPPLIES	701	46500	2180		001		\$61.24	\$61.24
POWELL, SHARON	GENEALOGY SOFTWARE CLASS 3/4/2015	225	43590	3174		003		\$228.00	\$228.00
POWER MUSIC, INC	MUSIC FOR GROUP EX CLASSES- SUMMER	220	43800	2180				\$79.80	\$79.80
REINDERS, INC.	WALK BEHIND SALT SPREADER	701	46500	2220		002		\$56.12	\$56.12
REPUBLIC SERVICES INC #899	FEB ALLIED WASTE SERVICES	210	42750	3190				\$31,539.18	\$31,539.18
SBS PREVENTION PROGRAM	SHAKEN BABY PREVENTION FLYERS	225	43580	2170				\$18.00	
SWEENEY, FALLON	VOLLEYBALL REF FEB 21,24,28	225	43510	3190		010		\$102.00	\$102.00
T-MOBILE	WATER TOWER CARD-1/27-2/26/15	601	45050	3190				\$58.37	\$58.37
Total of all invoices:								\$51,668.85	

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
GALE, BRIAN	VOLLEYBALL GRADE 6-8	220	22040				-\$24.00	-\$24.00
AARP C/O RAY MURRAY	AARP SMART DRIVER 8 HOUR CLASS	225	43590	3174		003	\$385.00	\$385.00
AARP C/O TOY, BOY	AARP SMART DRIVER CLASS (3/10)	225	43590	3174		003	\$340.00	\$340.00
AMSAN BRISSMAN KENNEDY	FOAM CLEANSER/PAPER TOWELS/CAN LINERS	220	43800	2110			\$1,668.44	\$1,668.44
AMSAN BRISSMAN KENNEDY	RENOWN FOAM	220	43800	2110			\$97.62	\$97.62
AMSAN BRISSMAN KENNEDY	LIMEAWAY LOW PHOSPHATE	220	43800	2110			\$69.92	\$69.92
AMSAN BRISSMAN KENNEDY	SCOTT WIPES DISINFECTANT	220	43800	2110			\$47.16	\$47.16
AMSAN BRISSMAN KENNEDY	SHOWER CURTAIN PIN	220	43800	2240		001	\$3.84	\$3.84
AMSAN BRISSMAN KENNEDY	PRESCHOOL SUPPLIES	225	43555	2170			\$82.13	\$82.13
ANCOM COMMUNICATIONS INC	CC TWO WAY RADIO ADDITIONS	220	43800	2180		002	\$1,090.00	\$1,090.00
ARCHETYPE SIGNMAKERS	CC SIGNS	220	43800	2180		002	\$155.00	\$155.00
BEISSWENGERS HARDWARE	REPAIR SUPPLIES CC	220	43800	2240		003	\$45.44	\$45.44
BIG THRILL FACTORY	SUMMER DISCOVERY FIELD TRIP DEPOSIT	225	43535	3190		001	\$843.75	\$843.75
BOIS, CURTIS	SOCCER LEA AGE 4-K	220	22040				\$57.00	\$57.00
C & E HARDWARE	DISTILLED WATER FOR SAMPLES	601	45050	2280		001	\$2.58	\$2.58
C&J ENTERTAINMENT LLC	MARCH DIVE IN MOVIE	225	43590	3173		001	\$800.00	\$800.00
CASCADE BAY - CITY OF EAGAN	SUMMER DISCOVERY FIELD TRIP DEPOSIT	225	43535	3190		001	\$225.00	\$225.00
CELSKI, THOMAS	PASS REFUND	220	22040				\$180.00	\$180.00
CHERVANY, HEIKE	FACILITY REFUND	220	22040				\$25.00	\$25.00
COCA COLA REFRESHMENTS	WAVE CAFE BEVERAGE FOR RESALE	220	43800	2590		001	\$1,015.28	\$1,015.28
COCA COLA REFRESHMENTS	WAVE CAFE BEVERAGE FOR RESALE	220	43800	2590		001	\$363.55	\$363.55
CUB FOODS	PRESCHOOL SUPPLIES	225	43555	2170			\$249.73	\$249.73
CULLIGAN	IRON FILTER SERVICE FEE	220	43800	3190		007	\$92.40	\$92.40
DAVIS, KEIONA	FACILITY REFUND	220	22040				\$25.00	\$25.00
DEBORAH A. SORENSON, D.C.	STAFF DEVELOPMENT	101	40500	4500		010	\$100.00	\$100.00
DOBSON, VICKI	ACTIVITY REFUND	220	22040				\$132.00	\$132.00
DYNAMEX DELIVERS	DELIVERY TO EAGAN POST OFFICE/2-26-15	601	45050	3220		001	\$18.62	\$37.24
		602	45550	3220		001	\$18.62	
FIEBERG, JOHN	AQUATICS - LEVEL 5	220	22040				\$152.00	\$152.00
FROILAND, SHANNON	FACILITY REFUND	220	22040				\$25.00	\$25.00
GALE, DAWN	VOLLEYBALL GRADE 6-8	220	22040				\$24.00	\$24.00
GENESIS EMPLOYEE BENEFITS INC	FLEX - MED/DEPENDENT CARE 03-16-15	101	20431				\$615.29	
GILMORE, ERIN	FACILITY REFUND	220	22040				\$25.00	\$25.00
GRAINGER, INC.	FLUORESCENT LAMP/PLUG IN CFL	220	43800	2240		001	\$304.80	\$304.80
GRANDMA'S BAKERY	BREAKFAST FOR RESALE	220	43800	2591		003	\$121.72	\$121.72
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$31.99	\$31.99
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	\$23.75	\$23.75
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	\$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	\$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	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$17.12	\$17.12
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$17.12	\$17.12

## COUNCIL REPORT

Vendor Name	Description	FF	GG	00	AA	CC	Line Amount	Invoice Amt
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$17.12	\$17.12
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$16.16	\$16.16
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$16.16	\$16.16
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$16.16	\$16.16
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$16.16	\$16.16
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$16.16	\$16.16
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$16.16	\$16.16
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$16.16	\$16.16
HEGGIE'S PIZZA LLC	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$475.70	\$475.70
HENNESSY, EMILY	FACILITY REFUND	220	22040				\$25.00	\$25.00
HILLYARD, INC - MINNEAPOLIS	FLOOR STRIPPER FOR PARK BUILDINGS	101	43710	2110			\$426.37	\$426.37
HORIZON COMMERCIAL POOL SUPPLY	REPLACEMENT WHIRLPOOL HEATER	220	43800	3810		007	\$3,990.90	\$3,990.90
JARNOT, DENNIS	PASS REFUND	220	22040				\$207.02	\$207.02
JEFF SMITH LLC	TKD WINTER SESSION B	225	43530	3190			\$1,901.25	\$1,901.25
KLEMMENSEN, MAVIS	ACTIVITY REFUND	220	22040				\$30.00	\$30.00
KRAMLINGER, WILLIAM	PASS REFUND	220	22040				\$40.00	\$40.00
LAKE JOHANNA FIREFIGHTER'S REL	MN ST FIRE RELIEF AID	101	41200	3190			\$1,000.00	\$1,000.00
LARSON, SARAH	PASS REFUND	220	22040				\$20.00	\$20.00
LEE, PACHIA	FACILITY REFUND	220	22040				\$25.00	\$25.00
MAC QUEEN EQUIPMENT INC.	SPROCKET UNIT S1/SWEEPER	701	46500	2220		001	\$12.42	\$12.42
MATHESON TRI-GAS INC	CO2 ORDER	220	43800	2160		002	\$95.73	\$95.73
MCCONNELL, JUDY	PASS REFUND	220	22040				\$240.00	\$240.00
METROPOLITAN COURIER CORPORATI	ARMORED CAR SERVICES: FEBRUARY	101	40500	4890		001	\$92.50	\$370.00
		220	43800	4890		001	\$92.50	
		601	45050	4890		001	\$92.50	
		602	45550	4890		001	\$92.50	
MINNESOTA DEPARTMENT OF HEALTH	WATER LICENSE RENEWAL/CHMIELEWSKI	601	45050	4500		002	\$23.00	
MOUNDS VIEW PUBLIC SCHOOLS	BUILDING SUP- TENNIS & VOLLEYBALL (SAT)	225	43510	3190		015	\$781.99	\$781.99
OWENS, BRITTANY	FACILITY REFUND	220	22040				\$25.00	\$25.00
PEEK, ANGELA	PASS REFUND	220	22040				\$40.00	\$40.00
PETERSON, DAWN	PASS REFUND	220	22040				\$362.00	\$362.00
PLUG'N PAY TECHNOLOGIES INC.	JAN 2015/ECOMM/CC FEES	220	43800	4890		002	\$4.73	\$22.80
		225	43400	4890			\$18.07	
PLUG'N PAY TECHNOLOGIES INC.	JAN 2015/RETAIL/CC FEES	220	43800	4890		002	\$319.29	
		225	43400	4890			\$60.14	\$379.43
PLUMBMASTER, INC	REPLACEMENT FILTER CARTRIDGE/KNIT HAT	220	43800	2240		001	\$204.93	\$204.93
PMA FINANCIAL NETWORK, INC	DECEMBER 2014 BANK FEES	101	40500	4890		004	\$151.99	
POSTMASTER	DEPOSIT IN PERMIT IMPRINT 5606-SHOREVIEW	602	45550	3220		001	\$500.00	\$1,000.00
		601	45050	3220		001	\$500.00	
POTURICA, AMBER	FACILITY REFUND	220	22040				\$25.00	\$25.00
PRECISION DYNAMICS CORPORATION	CC WRISTBANDS	220	43800	3390		001	\$166.99	\$166.99
PRECISION DYNAMICS CORPORATION	CC WRISTBANDS	220	43800	3390		001	\$1,900.00	\$1,900.00
RAMSEY CO. PUBLIC HEALTH	TEMPORARY FOOD LICENSE/FARMERS MARKET	225	43590	2174		001	\$100.00	\$100.00
RAMSEY COUNTY	2015-2016 INDOOR POOL LICENSE	220	43800	3190		007	\$614.00	\$614.00
RAMSEY COUNTY	2015-2016 SPA LICENSE	220	43800	3190		007	\$309.00	\$309.00
RAMSEY COUNTY TREASURER	LIFE INSURANCE: MARCH 20151	101	20414				\$2,789.78	\$2,994.78
		101	20417				\$205.00	
RICOH USA INC.	RICOH 821DN PRINTER/11/28-2/27/2015	101	40550	3860		004	\$8.03	\$8.03
RICOH USA INC.	TONER CONTAINER RETURN BOX	101	40200	3850		002	\$20.00	\$20.00
RICOH USA INC.	MAINTENANCE: RICOH COPIERS 1/23-2/22/15	101	40200	3850		002	\$197.44	\$197.44
RIESE, JUDITH	PASS REFUND	220	22040				\$140.00	\$140.00

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
ROBERTS, SHANITA	FACILITY REFUND	220	22040					\$25.00	\$25.00
ROCK	FACILITY REFUND	220	22040					\$100.00	\$100.00
ROSEVILLE, CITY OF	TAX AND LICENSE FOR NEW 603	701	46500	5800				\$1,604.72	
SHORT ELLIOTT HENDRICKSON, INC	SHOREVIEW ANTENNA PROJECTS	601	22015					\$163.76	\$163.76
SHORT ELLIOTT HENDRICKSON, INC	SHOREVIEW ANTENNA PROJECTS	601	22015					\$1,442.79	\$1,442.79
SIMPLEXGRINNELL LP	REPAIRS TO FIRE SPRINKLER SYSTEM CC	220	43800	3810		003		\$1,954.75	\$1,954.75
SPRAIN, JENNIFER	SUPERSITTER BABYSITT	220	22040					\$53.00	\$53.00
ST. PAUL-RAMSEY COUNTY DEPARTM	CPO COURSE/LOSINSKI	220	43800	4500				\$85.00	\$85.00
SYSCO FOOD SERVICES OF MN, INC	BREAKFAST SUPPLIES	220	43800	2591		003		\$84.57	\$84.57
SYSCO FOOD SERVICES OF MN, INC	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001		\$523.56	\$523.56
TARGET COMMERCIAL INVOICE	500 COFFEE CART SUPPLIES	225	43590	2174		002		\$2.94	\$2.94
THAO, PHENG	FACILITY REFUND	220	22040					\$25.00	\$25.00
TROOP #408, BOY SCOUT	FACILITY REFUND	220	22040					\$100.00	\$100.00
U S BANK CREDIT CARD FEES	JANUARY 2015 CREDIT CARD FEES	220	43800	4890		002		\$5,126.93	\$6,685.71
		225	43400	4890				\$1,558.78	
U.S. BANK	2007A PAYING AGENT FEES	601	48300	6200				\$222.97	
		602	48300	6200				\$68.85	\$450.00
		603	48300	6200				\$158.18	
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001		\$2,055.57	
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001		\$116.16	\$116.16
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001		\$1,229.57	\$1,229.57
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001		\$51.69	\$51.69
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001		\$1,786.06	\$1,786.06
WATSON COMPANY	BREAK ROOM SUPPLIES	220	43800	2591		003		\$29.86	\$243.96
		101	40800	2180				\$214.10	
WIGGINS, KELSEY	FACILITY REFUND	220	22040					\$25.00	\$25.00
WORTHINGTON DIRECT	CC LECTERNS	220	43800	2180		002		\$564.58	
XCEL ENERGY	PARKS: ELECTRIC	101	43710	3610				\$9.23	\$9.23
YALE MECHANICAL INC	PERFORMED POOL AHU/JAN MAINT/FILTER CHG	220	43800	3190		007		\$2,105.63	\$2,105.63
YALE MECHANICAL INC	PERFORMED WINTER HVAC MAINT.	220	43800	3190		004		\$2,309.75	\$2,309.75
YALE MECHANICAL INC	GYM UNIT/REPAIRED	220	43800	3810		004		\$369.75	\$369.75
YANG, JULIA	FACILITY REFUND	220	22040					\$25.00	\$25.00
YOUNG, TOM	FACILITY REFUND	220	22040					\$150.00	\$150.00
Total of all invoices:								\$52,516.79	

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
CDW GOVERNMENT, INC	MICROSIFT VDA LICENSES FOR VIRTUAL	101	40550	3860		018		\$3,401.50	\$3,401.50
CDW GOVERNMENT, INC	IPAD FOR PUBLIC WORKS	422	40550	5800		010		\$497.27	
DAKOTA SUPPLY GROUP	END CAPS WATERMAINS	601	45050	2280		001		\$390.00	\$390.00
DAVIS LOCK & SAFE	KEYS FOR MCCULLOUGH PARK BUILDING	101	43710	2180				\$16.50	\$16.50
DLT SOLUTIONS	AUTODESK INFRASTRUCTURE MAP SUBSCRIPTION	101	40550	3860		002		\$745.82	\$745.82
EARTHBEND	TREND MICRO A/V SOFTWARE RENEWAL	101	40550	3860		006		\$1,410.00	\$1,410.00
ENVIRONMENTAL SYSTEMS RESEARCH	GIS SOFTWARE LICENSE/SONDROL N	422	40550	5800		009		\$5,713.00	\$5,713.00
GOPHER STATE ONE-CALL	GOPHER ONE LOCATE CHARGE	601	45050	3190		001		\$36.62	\$146.45
		602	45550	3190		001		\$36.61	
		603	45850	3190		001		\$36.61	
		604	42600	3190				\$36.61	
GRAINGER, INC.	VALVE PARTS	601	45050	2280		005		\$109.01	\$109.01
HACH COMPANY	SAMPLES SUPPLIES	601	45050	2280		001		\$113.78	\$113.78
HILLCREST ANIMAL HOSPITAL	ANIMAL CONTROL - FEBRUARY 2015	101	41100	3190		003		\$125.47	
INSTRUMENTAL RESEARCH INC	MONTHLY SAMPLES	601	45050	2280		001		\$136.00	\$136.00
KENNEDY & GRAVEN, CHARTERED	FRANCHISE RENEWAL	230	40900	3190				\$700.00	\$700.00
LILLIE SUBURBAN NEWSPAPERS INC	LEGAL NOTICES	101	40200	3360		001		\$128.00	\$128.00
MANSFIELD OIL COMPANY	DIESEL FUEL	701	46500	2120		001		\$4,491.35	\$4,491.35
MANSFIELD OIL COMPANY	UNLEADED FUEL	701	46500	2120		001		\$4,030.40	\$4,030.40
METROPOLITAN AREA MANAGEMENT A	MAMA LUNCHEON MEETING/SCHWERM	101	40200	4330		003		\$20.00	\$20.00
METROPOLITAN AREA MANAGEMENT A	2015 MAMA DUES/SCHWERM	101	40200	4330		003		\$45.00	\$45.00
METROPOLITAN AREA MANAGEMENT A	2015 MAMA DUES/SIMONSON	101	40200	4330		003		\$45.00	\$45.00
MINNCOR INDUSTRIES	OFFICE CHAIR/FERGUSON A	220	43800	2180		002		\$419.00	\$419.00
OFFICE DEPOT	PAPER EASEL PADS	220	43800	2180		002		\$149.95	\$149.95
OFFICE DEPOT	GENERAL OFFICE SUPPLIES	101	40210	2180				\$35.16	\$205.21
		101	40200	2010		002		\$161.91	
		101	40500	2010		007		\$4.07	
		220	43800	2010		001		\$4.07	
PLANT & FLANGED EQUIPMENT COMP	WELL VALVES	601	45050	2280		005		\$1,670.90	\$1,670.90
RAMSEY COUNTY	911 SERVICES - FEBRUARY 2015	101	41100	3190		002		\$8,139.50	
RAMSEY COUNTY	CAD SERVICES - FEBRUARY 2015	101	41100	3190		003		\$1,546.45	\$1,546.45
RAMSEY COUNTY PROPERTY RECORDS	EMERGENCY COMMUNICATION RADIO USER FEE	701	46500	4330				\$24.96	\$24.96
RAMSEY COUNTY PROPERTY RECORDS	EMERGENCY COMMUNICATION RADIO USER FEE	701	46500	4330				\$134.16	\$134.16
SAFE-FAST INC	WORK GLOVES	101	43710	2180				\$249.20	\$249.20
SAFE-FAST INC	SAFETY VESTS AND SAFETY JACKET	101	43710	2180				\$288.14	\$288.14
ST. PAUL, CITY OF	RIVERPRINT JOB#5765/BUSINESS CDS:HOFFARD	101	40200	2010				\$34.01	\$34.01
SUBURBAN RATE AUTHORITY	FIRST HALF MEMBERSHIP/CITY	101	40100	4330		006		\$1,200.00	\$1,200.00
ULINE CORPORATION	BINDER PAGES FOR MEETING DVDS	101	40200	2010		006		\$84.53	\$84.53
UNIFIRST CORPORATION	UNIFORM RENTAL/PARK MAINT	101	43710	3970				\$61.00	\$61.00
UNIFIRST CORPORATION	UNIFORM RENTAL/COMMUNITY CENTER	220	43800	3970				\$46.25	\$46.25
UNIFIRST CORPORATION	UNIFORM RENTAL/PW	101	42200	3970		001		\$39.03	\$156.15
		601	45050	3970		001		\$39.03	
		602	45550	3970		001		\$39.03	
		603	45850	3970		001		\$19.53	
		701	46500	3970		001		\$19.53	
UNIFIRST CORPORATION	UNIFORM RENTAL PARKS	101	43710	3970				\$61.00	\$61.00
UNIFIRST CORPORATION	UNIFORM RENTAL CC	220	43800	3970				\$46.25	\$46.25
UNIFIRST CORPORATION	UNIFORM RENTAL	101	42200	3970		001		\$39.17	\$156.65
		601	45050	3970		001		\$39.17	
		602	45550	3970		001		\$39.17	
		603	45850	3970		001		\$19.57	

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
VIKING ELECTRIC SUPPLY INC	LIGHTS FOR WELL	701	46500	3970		001	\$19.57	
VIKING ELECTRIC SUPPLY INC	CONNECTORS/BALAST FOR WELLS	601	45050	2280		005	\$33.53	
VIKING ELECTRIC SUPPLY INC	CONNECTORS/BALAST FOR WELLS	601	45050	2280		001	\$92.86	\$92.86
WATER CONSERVATION SERVICE, IN	CHECK 3570 LEXINGTON AVE	601	45050	3190		004	\$267.25	\$267.25
YALE MECHANICAL INC	FURNACE REPAIRS/LARSON HOUSE	101	40800	3810			\$293.75	\$293.75
YALE MECHANICAL INC	REPAIR OF FURNACE WELL 5	601	45050	3190		003	\$236.50	\$236.50
Total of all invoices:								\$37,861.75

# Purchase Voucher

City of Shoreview  
 4600 Victoria Street North  
 Shoreview MN 55126

Voucher Number	47,571
Vendor number	00416 1 <span style="float: right;">2015</span>
Vendor name	METROPOLITAN COUNCIL
Address	PO BOX 856513 MINNEAPOLIS MN 55485-6513

Date	Comment line on check	Invoice number	Amount
03-03-15	SEWER SERVICE-APRIL 2015	1041694	\$141,751.67

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
602 45550 3670	\$141,751.67

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

Reviewed by: Debbie Engblom  
 (signature required) Debbie Engblom

Approved by: Terry Schwerm  
 (signature required) Terry Schwerm

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

Quote 1	
Quote 2	
Explanation if no quote received	

# Purchase Voucher

City of Shoreview  
 4600 Victoria Street North  
 Shoreview MN 55126

Voucher Number	47,624
Vendor number	01901 1 <span style="float: right;">2015</span>
Vendor name	REPUBLIC SERVICES INC #899
Address	PO BOX 9001154 LOUISVILLE, KY 40290-1154

Date	Comment line on check	Invoice number	Amount
02-25-15	FEB ALLIED WASTE SERVICES	0899-002623484	\$31,539.18

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

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

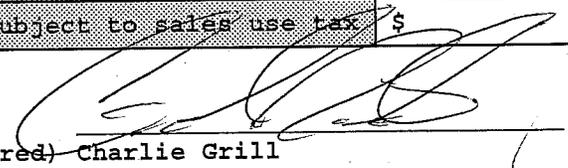
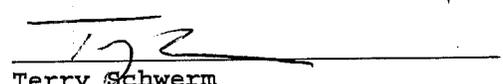
Purchase was made through the state's cooperative purchasing venture.

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

Cooperative purchasing venture consideration requirement does not apply.

Return to: \_\_\_\_\_

Account Coding	Amount
210 42750 3190	\$31,539.18

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax \$	
Reviewed by: (signature required) Charlie Grill	
Approved by: (signature required) Terry Schwerm	

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

Quote 1	
Quote 2	
Explanation if no quote received	

## LICENSE APPLICATIONS

Moved by Councilmember

---

Seconded by Councilmember

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To approve the License Applications as listed on the attached report dated March 16, 2015.

<b>ROLL CALL:</b>	<b>AYES</b>	<b>NAYS</b>
Johnson	_____	_____
Quigley	_____	_____
Wickstrom	_____	_____
Springhorn	_____	_____
Martin	_____	_____

March 16, 2015  
Regular Council Meeting

**CITY OF SHOREVIEW - LICENSE APPLICATIONS**  
**March 16, 2015**

<b>LICENSE #</b>	<b>BUSINESS NAME</b>	<b>TYPE</b>
2015-00036	Arbor Tree Service	Tree Trimmer

The above licenses are recommended for approval: *Jami Philip*  
License/Permit Clerk

PROPOSED MOTION

MOVED BY COUNCILMEMBER \_\_\_\_\_

SECONDED BY COUNCILMEMBER \_\_\_\_\_

to approve the 2015 street sweeping agreements for private streets with:

- CHEROKEE HILLS ASSOC. III
- LEXINGTON ESTATES 4 – LOIS COURT
- LEXINGTON CURVE TH ASSOC. – RAVENSWOOD COURT

ROLL CALL:      AYES \_\_\_\_\_ NAYS \_\_\_\_\_

JOHNSON	_____	_____
QUIGLEY	_____	_____
SPRINGHORN	_____	_____
WICKSTROM	_____	_____
MARTIN	_____	_____

REGULAR COUNCIL MEETING  
MARCH 16, 2015

TO: MAYOR, CITY COUNCIL, CITY MANAGER

FROM: MARK MALONEY  
PUBLIC WORKS DIRECTOR

DATE: MARCH 16, 2015

SUBJ: 2015 PRIVATE STREET SWEEPING AGREEMENTS

### INTRODUCTION

The City maintains agreements with a number of townhouse associations for the provision of street sweeping services. We have received written requests for this service from the associations so noted, and agreements have been generated. Upon Council approval and agreement execution, the City will continue to sweep these private streets.

### BACKGROUND

A copy of a typical Private Street Sweeping Agreement between the City of Shoreview and a town home association is included for consideration. The agreement allows for the sweeping of a private street with reimbursement based upon an estimate of the labor and materials used. The cost for sweeping is annually adjusted to reflect changes in labor and equipment costs. The agreements reflect an increase in cost to the Association of approximately 3% when compared to 2014. The following associations have returned signed agreements, and await Council action:

- CHEROKEE HILLS ASSOC. III
- LEXINGTON ESTATES 4 – LOIS COURT
- LEXINGTON CURVE TH ASSOC. – RAVENSWOOD COURT

### RECOMMENDATION

Staff recommends that Council approve the proposed street sweeping agreements with the townhouse associations noted.

MJM/cc

T:\Streets\Street maintenance\AGREEMENTS\PRIVATESTREETSWEEPING\2013 AGREEMENTS

## 2015 STREET SWEEPING AGREEMENT

### BETWEEN THE CITY OF SHOREVIEW TOWNHOME ASSOCIATION (STREET)

THIS AGREEMENT, made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2015, by and between **Townhome Association**, a Minnesota Corporation, in the County Ramsey, State of Minnesota, hereinafter referred to as the "Association," and the City of Shoreview, a Municipal Corporation, in the County of Ramsey, State of Minnesota, hereinafter referred to as the "City."

WHEREAS, the City has, within its territorial limits, a public street system which requires street sweeping by employees of the City, with City equipment; and

WHEREAS, the Association owns the real property of **Street**, and wishes to contract with the City so that the City will sweep said private street, upon the terms and conditions hereinafter set forth.

NOW THEREFORE, in consideration of the premises and other mutual agreements hereinafter set forth, the Association and the City agree as follows:

1. The City agrees to sweep the above-described private street, to the same extent as the City sweeps public streets, as deemed necessary by the Public Works Department of the City.
2. The Association agrees to pay \$170.00 (One Hundred Seventy and No/100 Dollars) per sweeping to have the City sweep **Street**, as covered in the Agreement.
3. The Association agrees to pay any such charges within thirty (30) days after billing by the City.
4. The Association agrees that the City will not be responsible for any damage to shrubs, landscaping, sod, asphalt driveways, curb and gutter, and mailboxes, which may occur during the sweeping. The Association shall indemnify and save harmless the City and all of its officers, agents, and employees, from any and all losses, damages, expense, including cost and expense and attorney fees of litigation arising from all suits, actions, or claims of any character, name and description, brought for, or on account of any injuries or damages received or sustained by any person or property during the course of street sweeping.

5. Either the Association or the City may terminate this Agreement upon giving ten (10) days written notice of termination to the other party. If either party terminates while work is in process or not yet billed, the Association shall nevertheless pay the City for such services performed by the City prior to termination.

IN WITNESS WHEREOF, the Townhome Association has caused this Agreement to be executed in its corporate name by its proper corporate officers pursuant to authority of the Board of Directors of said corporation, and the City of Shoreview has caused this Agreement to be executed by its Mayor and Manager by the authority of the City Council of the City of Shoreview, as of the day and year first above written.

**TOWNHOME ASSOCIATION  
(STREET)**

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

Its: \_\_\_\_\_

**CITY OF SHOREVIEW**

By: \_\_\_\_\_  
Sandra Martin, Mayor

ATTEST: \_\_\_\_\_  
Terry Schwerm, City Manager

**PROPOSED MOTION**

**MOVED BY COUNCILMEMBER** \_\_\_\_\_

**SECONDED BY COUNCILMEMBER** \_\_\_\_\_

To approve resolution 15-17, accepting gifts/donations for the 2015 Slice of Shoreview Days event and expressing appreciation to all the generous sponsors and donors.

ROLL CALL:      AYES                      \_\_\_\_\_ NAYS \_\_\_\_\_

JOHNSON                      \_\_\_\_\_                      \_\_\_\_\_

QUIGLEY                      \_\_\_\_\_                      \_\_\_\_\_

SPRINGHORN                      \_\_\_\_\_                      \_\_\_\_\_

WICKSTROM                      \_\_\_\_\_                      \_\_\_\_\_

MARTIN                      \_\_\_\_\_                      \_\_\_\_\_

**TO: MAYOR AND COUNCILMEMBERS**

**FROM: JESSICA RILEY  
COMMUNITY CENTER MANAGER**

**DATE: MARCH 20<sup>TH</sup>, 2015**

**SUBJECT: ACCEPTANCE OF AND APPRECIATION FOR DONATIONS FOR  
THE 2015 TASTE OF SHOREVIEW.**

### **INTRODUCTION**

The City of Shoreview may accept gifts for the benefit of its citizens in accordance with the terms prescribed by the donor. Minnesota Statute 465.03 requires that the City Council accept these gifts by resolution.

### **BACKGROUND**

The Slice of Shoreview Days is an annual festival celebrating the quality of life in Shoreview. The three-day event takes place over the fourth weekend of July at Island Lake Park and incorporates a wide variety of family-oriented activities including a carnival, parade, art and craft fair, food vendors, displays and demonstrations, bike ride, music and entertainment, fireworks and much more.

All aspects of the Slice of Shoreview Days are financed by contributions from area businesses and individuals, as well as the City of Shoreview. Admission to the event is free for everyone and free parking is also provided. Within the past three years the Slice Committee has been able to build a budget reserve, which allows them to pay in advance for entertainment and contracts.

All businesses that contribute to the Slice of Shoreview Days receive recognition through the local papers, Slice publications, Slice website and throughout the Slice of Shoreview Days event.

### **ACCEPTANCE OF GIFTS/DONATIONS**

On February 19<sup>th</sup> of this year, the Slice of Shoreview Days Committee, in conjunction with Shoreview Einhausen Sister City Association (SESCA), hosted the Taste of Shoreview fundraising event to kick off this year's sponsorship drive and to build community awareness and excitement about the festival. The Taste of Shoreview included a live auction, bucket raffle, heads or tails game, and wine wall as well as food tasting from area restaurants and wine tasting from Minnesota vineyards. SESCO held the charitable gambling permit for the event and donated the proceeds to the Slice of Shoreview Days in the amount of \$2,490.00.

**RECOMMENDATION**

Staff recommends that the City Council adopt resolution 15-17, accepting gifts/donations for the 2015 Slice of Shoreview Days event and expressing appreciation to all the individuals and organizations that donated prizes for the event.

**EXTRACT OF MINUTES OF MEETING OF THE  
CITY COUNCIL OF SHOREVIEW, MINNESOTA  
HELD MARCH 16, 2015**

\* \* \* \* \*

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 March 16, 2015, 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. 15-17**

**A RESOLUTION EXPRESSING ACCEPTANCE OF AND APPRECIATION FOR  
SPONSORSHIPS FOR THE 2015 SLICE OF SHOREVIEW**

**WHEREAS**, the City of Shoreview has received the following monetary donations and in-kind donations(see attached list) from area businesses for the 2015 Slice of Shoreview.

**WHEREAS**, the City Council is appreciative of the donations.

**NOW, THEREFORE, BE IT RESOLVED**, the City Council of the City of Shoreview, acknowledges and accepts the donations on the attached list, with gratitude and that the donations will be appropriated to the 2015 Slice of Shoreview.

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

And the following voted against the same:

**WHEREUPON**, said resolution was declared duly passed and adopted the 16<sup>th</sup> day of March, 2015.

STATE OF MINNESOTA)

COUNTY OF RAMSEY )

CITY OF SHOREVIEW )

I, the undersigned, being the duly qualified City Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council on the 16<sup>th</sup> day of March 2015, with the original thereof on file in my office and the same is full, true and complete transcript therefrom insofar as the same relates to the acceptance of and appreciation for gifts for the 2015 Slice of Shoreview.

**WITNESS MY HAND** officially as such City Manager and the corporate seal of the City of Shoreview, Minnesota this 17<sup>th</sup> day of March, 2015.

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Terry C. Schwerm, City Manager

Donor	Item	Value
45th Parallel Distillery	Tour and Tasting for 8	\$56
5 Guys	5 Guys Gift Card	\$40
Acqua Restaurant and Bar	Acqua Restaurant and Bar	\$160
Barb Collossimo	Russian Punch Needle Snowman	\$25
Barbara Neihart	Watercolor and cards	\$100
Cannon River Winery	Gift Certificate for Wine Tasting for 4	\$100
Cannon River Winery	Gift Certificate for Wine Tasting for 4	\$100
CAP Carpet & Flooring	2 Timberwolves Tickets	\$200
Cement-i-ment Heart Prints	Garden Stone	\$35
Cement-i-ment Heart Prints	Garden Stone	\$35
Cement-i-ment Heart Prints	"Wine About It" Garden Stone	\$8
Chickadee Boutique	Framed Art Shadow Box	\$65
Chickadee Boutique	Signed Waterfall Framed Photo	\$45
Chickadee Boutique	Wool Jacket	\$48
Chickadee Boutique	Hand Painted Cowboy boots	\$35
Cindy Larsen Designs	Mixed Stone Necklace, pink ribbon watch, pearl art deco watch	\$205
Exchange Food and Drink	Exchange Food and Drink Gift Card	\$50
Flaherty's Bowling Arden Hills	Party Package at Flaherty's Arden Bowl	\$86
Fresh & Natural Foods	Fresh & Natural Gift Card	\$25
George Robinson	Etching Print-"Adam's Seed"	\$250
George Robinson	Watercolor and collage painting "Dreaming of Summer at the Lake"	\$250
George Robinson	Color Ink Painting "Breaking the Rules"	\$200
Gretchen Palmer Robinson	Stoneware Lidded Jar-blue glaze	\$75
Hair Expressions	Spa Day Certificate	\$164
Hair Smith Salon	Hair care gift pck	\$60
Hampton Inn	Hampton Inn Gift Certificate	\$100
Healthsource Chiropractic-Shoreview	Healthsource Gift Certificate (\$189)	\$189
Jacci Krebsbach	Bavarian China Tea Basket	\$125
Jacci Krebsbach	Italian Dinner Basket	\$25
Jacci Krebsbach	Children's Craft Basket	\$25
Jacci Krebsbach	Cake Plate and Server	\$30
Jim Stahl Art	Signed Cardinal Pair Art Print	\$72
Kathy Nickell	Grape Wine Glasses	\$25
Lake Johanna Fire Department	Fire Safety Bucket	\$80
Lakeshore Players Theatre	2 Tickets for "State Fair"	\$46
Lillie Suburban Newspaper	Chanhassen Dinner and Show for 2	\$150
Lindey's Prime Steak	Lindey's Prime Steak Gift Card	\$50
Lisa Fertig	Original watercolor	\$450
Lynn Sharky	3 beaded bracelet	\$100
Lynnda Ziebol Arts	4 piece porcelain jewelry	\$62
Mad Jack's	Mad Jack's Gift Card	\$30
Michael Egan	Cermanic Oil Bottle	\$30
Michele Warren	Medium Dog Bed	\$22
Minnesota Timberwolves	2014-15 Timberwolves Team autographed basketball and 4 tickets to game	\$273
My Pillow	2 My Pillows	\$179
Mynt Skin	Mynt Skin Basket	\$200
Northern Vineyards	Wine Tasting for 4	\$20
Pam Wilson	Doggie Basket	\$75
Pam Wilson	Irish Basket	\$75
Pop Culture Frozen Yogurt	Gift Card	\$20
Press Publications	Dinner and Show for 2 at Chanhassen Dinner Theatre	\$150
Press Publications	Gift Card to Big Wood Brewery	\$25
Press Publications	Press Publication Celebrations Promotion	\$37
Quirks	Vintage Vase	\$25
Red Robin	Red Robin Gift Basket	\$75
Rudy's Red Eye Grill	Rudy's Red Eye Grill Gift Card	\$20
Saints Baseball Team	Saint Tickets	\$56
Sandy McClure	Patchwork Glass	\$75
Schoonover Bodyworks	"Work" Detail Package	\$240
Seams Bizarre	Notecards	\$18
Seams Bizarre	Scarf	\$10
Shoreview Community Center	Tropical Package Cake Deal	\$144
Shoreview Einhausen Sister City Association	2 tickets to German Dinner at Gasthaus Bavarian Hunter	\$85
Shoreview Grand	Wine Basket	\$75
Simple Elegance	Honeybee Basket	\$75

Simple Elegance	Tea scoop and napkin set	\$25
Sue Moen Reid	Granite Cheese Board	\$72
Suzy Tomlinson	Autographed book "Teddy meets a Bully and Finds a Friend"/ teddy bear, & "Kindness-pass it on" coin with pouch	\$30
Technology Solutions Group	wine glasses for tasting	\$350
Terry Schwerm	Twins Tickets	\$80
Tey-Art/Tabask Inc	Leather Handbag	\$100
The Furey Dental Group	Basket of Dental Supplies	\$65
The Furey Dental Group	Oral B Professional Power Brush	\$100
The Meet Market	Gift Card to Meet Market	\$50
Tiffani Loegering	Getting Pretty Pack-Thirty-One Gifts	\$72
Tiffani Loegering	Girl on the Go Pack-Thirty One Gifts	\$182
Tiffani Loegering	On the Run Fun-Thirty-One Gifts	\$147
TITLE Boxing Club	Gym Bag with 2 week pass to Title Gym	\$100
TITLE Boxing Club	Gym Bag with 2 week pass to Title Gym	\$100
Tom Olmscheid	Framed Photograph, "Nesting Loon on Snail Lake"	\$150
Urban Edge Cuts	Urban Edge Cuts Basket and Water	\$160
Vonnie Folsom	Minky Pillow Case	\$54
Warner's Stellian	Picnic Pack	\$125
Wendy Egan	Necklace and earring set	\$45

## PROPOSED MOTION

**MOVED BY COUNCIL MEMBER:** \_\_\_\_\_

**SECONDED BY COUNCIL MEMBER:** \_\_\_\_\_

To approve the Minor Subdivision application submitted by James Medin, 4135 Rice Street, to subdivide the property into two lots for detached single-family residential uses and to authorize execution of the Development Agreements, subject to the following conditions:

1. The minor subdivision shall be in accordance with the plans submitted.
2. The applicant shall pay a Public Recreation Use Dedication fee as required by Section 204.020 of the Development Regulations before the City will endorse deeds for recording. The fee will be 4% of the fair market value of the property, with credit given for the existing residence.
3. Public drainage and utility easements shall be dedicated to the City as required by the Public Works Director. The applicant shall be responsible for providing legal descriptions for all required easements. Easements shall be conveyed before the City will endorse deeds for recording.
4. A minimum setback of 20-feet from the South side lot line is required for the dwelling and attached garage developed on Parcel B. The existing accessory structure on Parcel B shall be moved so that it conforms to the new setback requirements applicable to Parcel B.
5. Municipal water and sanitary sewer service shall be provided to resulting Parcel B. The applicant shall submit a cash escrow to the City to insure the water and sewer service taps are performed in accordance with the requirements of the City Engineer.
6. The applicants shall enter into a Development Agreement with the City. This agreement shall be executed prior to the City's release of the deeds for recording.
7. All work within the Rice Street right-of-way is subject to the permitting authority of Ramsey County.
8. Tree removal requires replacement trees per City Code. City requirements for the tree removal and protection plan shall be detailed in the Development Agreement.
9. This approval shall expire after one year if the subdivision has not been recorded with Ramsey County.

Said approval is based on the following findings of fact:

1. The subdivision is consistent with the policies of the Comprehensive Plan and with the spirit and intent of the Development Code.
2. The Planning Commission approved a variance to reduce the width of Parcel B, a Key Lot, to 87.65 feet.
3. The proposed lots conform to the other adopted City standards for the R-1 Detached Residential District.

**ROLL CALL:**    **AYES** \_\_\_\_\_    **NAYS** \_\_\_\_\_

Johnson	_____	_____
Quigley	_____	_____
Springhorn	_____	_____
Wickstrom	_____	_____
Martin	_____	_____

***Regular City Council Meeting***

March 16, 2015

**TO:** Mayor, City Council, City Manager

**FROM:** Rob Warwick, Senior Planner

**DATE:** March 12, 2015

**SUBJECT:** File No. 2560-15-03, Minor Subdivision, James Medin, 4135 Rice Street

**INTRODUCTION AND BACKGROUND**

Mr. Medin proposes to subdivide his property at 4135 Rice Street. The property has a width of 163.65 feet, a depth of approximately 500 feet and an area of 1.88 acres. The lot is developed with an existing 2-story house that has an attached garage.

In 2008, the City approved a preliminary plat application for this property. The plat included the construction of a cul-de-sac along the north side lot line with four lots for detached single family dwellings. The developer failed to apply for Final Plat approval and the preliminary plat approval expired.

Mr. Medin subsequently acquired the property, demolished the prior house and constructed the current house, his residence, on the property. He intends to use the vacant resulting lot for a new single-story dwelling, living there after completing construction.

The application was complete February 9, 2015.

**MINOR SUBDIVISION**

**DEVELOPMENT ORDINANCE REQUIREMENTS**

Minor subdivisions require review by the Planning Commission and approval by the City Council, and are reviewed in accordance with subdivision and zoning district standards in the Development Regulations.

The City's subdivision standards require all lots to have frontage on a public right-of-way. Municipal sanitary sewer and water service must be provided to the new lots. The standards also require 5-foot public drainage and utility easements along side property lines, and 10-feet along front and rear lines. Public drainage easements are also required over watercourses, drainages or floodways, as necessary.

The property is located in the R-1, Detached Residential. In this district, minimum lot standards require a lot area of 10,000 square feet, a width of 75 feet and a depth of 125 feet.

Principal structure setbacks are required to be a minimum of 10-feet from a side lot line and accessory structures setback a minimum of 5-feet from a side lot line. Here since the existing residence on Parcel A is setback more than 40-feet from the front lot line, the front setback for Parcel B is required to equal that setback, plus or minus 10-feet. Both the existing house on Parcel A and future house shown on Parcel B comply with the setback standards specified by City Code. The south side setback of the attached garage on Parcel A is 10.8 feet from the proposed side lot line, exceeding the 5-foot minimum.

Parcel B, the proposed southern lot, is a Key Lot, and so an additional 15-feet of width is required for the lot for a lot width of 90-feet. The added width is required to insure that the minimum 20-foot side setback for principal structures can be accommodated. Please note that Key Lots are discouraged, and when proposed the unique characteristics of the lot proposed for subdivision must be evident. Staff believes that these characteristics are now present, stemming from the existing development pattern and configuration of the lot.

**STAFF REVIEW**

As shown below, the proposed parcels exceed the minimum lot requirements specified in the Development Regulations, except for the width of the Parcel B. The lot areas and depths shown below are exclusive of the 49.5 foot right-of-way shown for Rice St.

	<b>Requirements</b>	<b>Parcel A (north)</b>	<b>Parcel B (south)</b>
<b>Area</b>	10,000 sf	36,779 sf	42,429 sf
<b>Width</b>	75 feet	76 feet	--
<b>Key Lot</b>	90 feet	--	87.65 feet*
<b>Depth</b>	125 feet	483.93 feet	483.93 feet

\* 90-feet is required, and a variance is requested.

Municipal sanitary sewer and water are available to proposed Parcel B from existing City mains located on the west side of the Rice St. right-of-way.

The 22.5-foot south side setback shown for the future dwelling on Parcel B exceeds the 20-foot minimum requirement for a Key Lot.

Several trees will be removed for the future house and drive, including one Landmark tree. Removal of landmark trees requires replacements based on the area of the lot. For a lot with this area, three replacement trees are required for each landmark tree. Tree removal and protection will be addressed in the Development Agreement.

**STAFF REVIEW**

The property is located in the R-1, Detached Residential District. The adjacent properties located in Shoreview are all designated in the City’s Comprehensive Plan for Low Density Residential uses (0-4 units/acre). To the east, across Rice St., is the City of Vadnais Heights where the development pattern consists of attached residential development (side-by-side duplex buildings). Staff believes that the proposed subdivision creating a new lot for detached residential development does not conflict with the policies of the Comprehensive Plan. The large lot area and prior subdivision approval indicate that the

proposed use is reasonable. A variance was approved by the Planning Commission to reduce the lot width of Parcel B by about 3-feet, but the house constructed on Parcel B will be setback more than the 20-foot required from the south side lot line. This setback complies with the Code, which was adopted to maintain separation between structures when new development altered the existing lot pattern. The proposed subdivision does not change the existing lot configuration as the existing parcel now meets the definition of a Key Lot, but the density of development will be increased with the addition of a second home. The south side lot line of both the existing and proposed lots abuts the rear yards on the adjacent parcels that front on Demar Avenue.

The existing lot is about 1.85 acres, and staff believes it is reasonable to expect higher intensity use for a property in the R-1 District with this large lot area. The proposed subdivision allows the applicant to develop the property with a higher intensity use that recognizes and retains the existing development pattern and relationship to adjacent properties.

The property's larger lot area and width is unique to the residential development pattern established west of Rice Street. This property is surrounded by smaller residential lots along the north and west boundaries whose widths range from 75 feet to 80 feet (with the exception of the corner lots). The development pattern along Rice Street is similar with smaller residential properties, except for the two properties immediately to the north of this parcel. In staff's opinion, the property's large lot area and width are unique to the surrounding residential development pattern and contribute the need for a variance. The proposed width of the property, though slightly less than the minimum 90 feet required, is not out of character for the neighborhood.

The final consideration for staff is the proposed 42,416 square foot area of Parcel B. The slight reduction in width is offset by the large lot area, well in excess of the 11,250 square foot area for a Key Lot with the minimum required 90 by 125 foot dimensions. The open area that will remain on Parcel further aids in complying with the intent of Code to preserve the open areas provided by common abutting rear yards of residential lots.

## **COMMENTS**

### ***PUBLIC WORKS COMMENT***

City Engineering staff report that the existing house on Parcel A is connected to municipal water and sanitary sewer. Service stubs for Parcel B must be tapped into the mains and installed to the property line. The City mains are located in the Rice Street right-of-way (ROW) near the west edge of the ROW and so installing new services for Parcel B should not require excavating the pavement. The road is under the jurisdiction of Ramsey County and subject to their permit requirements. The applicant is advised to insure the services are deep enough to prevent frost damage during the winter. Their comment is attached.

### ***PUBLIC COMMENT***

Property owners within 350 feet were notified of the request. One comment objecting to the variance request was submitted in response and is attached.

## **AGENCY COMMENT**

Staff notified Ramsey County Public Works of the subdivision request, but has not received a comment in response. The proposal shows an additional 16.5 feet of right-of-way for Rice Street, which is compliant with the County's highway plan. The applicant will need to obtain permits from Ramsey County for all work located within the right-of-way, including a driveway for Parcel B and utility work to connect the dwelling on Parcel B to City water and sewer mains.

## **PLANNING COMMISSION REVIEW**

At their February 24<sup>th</sup> meeting the Planning Commission reviewed the subdivision application and concurrently approved a variance request to create Parcel B with a lot width of 87.65 feet. The Commission noted that the proposed development appeared to have a smaller impact on the residences to the south than the subdivision proposal reviewed in the past by the City, and that the proposed house on Parcel B will exceed the minimum 20-foot setback required for a Key Lot. The Commission also included a condition requiring that an existing 12- by 12-foot garden shed be re-located to conform to the 20-foot setback from the south side lot line. The Commission unanimously (6-0) recommended approval of the subdivision to the Council. The draft Planning Commission meeting minutes are attached.

## **DEVELOPMENT AGREEMENTS**

Staff has prepared two Development Agreements for the project. The first addresses the subdivision of the existing property, and the second includes the provisions that will govern the subsequent construction of a new dwelling on Parcel B. The Development Agreement for Construction includes a provision addressing the relocation of the existing shed prior to issuance of a Certificate of Occupancy for the new dwelling.

## **STAFF RECOMMENDATION**

The minor subdivision application has been reviewed in accordance with the standards of the Development Regulations and found to be in compliance with the adopted City standards, since the Planning Commission approved a variance request to reduce the width of Parcel B, and recommended approval of the minor subdivision.

Staff recommends the City Council approve of the minor subdivision, subject to the attached conditions, and authorize execution of the development agreements for the project.

1. The minor subdivision shall be in accordance with the plans submitted.
2. The applicant shall pay a Public Recreation Use Dedication fee as required by Section 204.020 of the Development Regulations before the City will endorse deeds for recording. The fee will be 4% of the fair market value of the property, with credit given for the existing residence.
3. Public drainage and utility easements shall be dedicated to the City as required by the Public Works Director. The applicant shall be responsible for providing legal descriptions for all required easements. Easements shall be conveyed before the City will endorse deeds for recording.
4. A minimum setback of 20-feet from the South side lot line is required for the dwelling and attached garage developed on Parcel B. The existing accessory structure on Parcel B shall be moved so that it conforms to the new setback requirements applicable to Parcel B.

5. Municipal water and sanitary sewer service shall be provided to resulting Parcel B. The applicant shall submit a cash escrow to the City to insure the water and sewer service taps are performed in accordance with the requirements of the City Engineer.
6. The applicants shall enter into a Development Agreement with the City. This agreement shall be executed prior to the City's release of the deeds for recording.
7. All work within the Rice Street right-of-way is subject to the permitting authority of Ramsey County.
8. Tree removal requires replacement trees per City Code. City requirements for the tree removal and protection plan shall be detailed in the Development Agreement.
9. This approval shall expire after one year if the subdivision has not been recorded with Ramsey County.

Attachments

- 1) Location Map
- 2) Site Aerial Photo
- 3) Submitted Plans
- 4) Response to Request for Comment
- 5) Development Agreements
- 6) Motion

t:\2015 pcf\2560-15-03 4135 rice street subdivision and variance/cc report.doc



### Legend

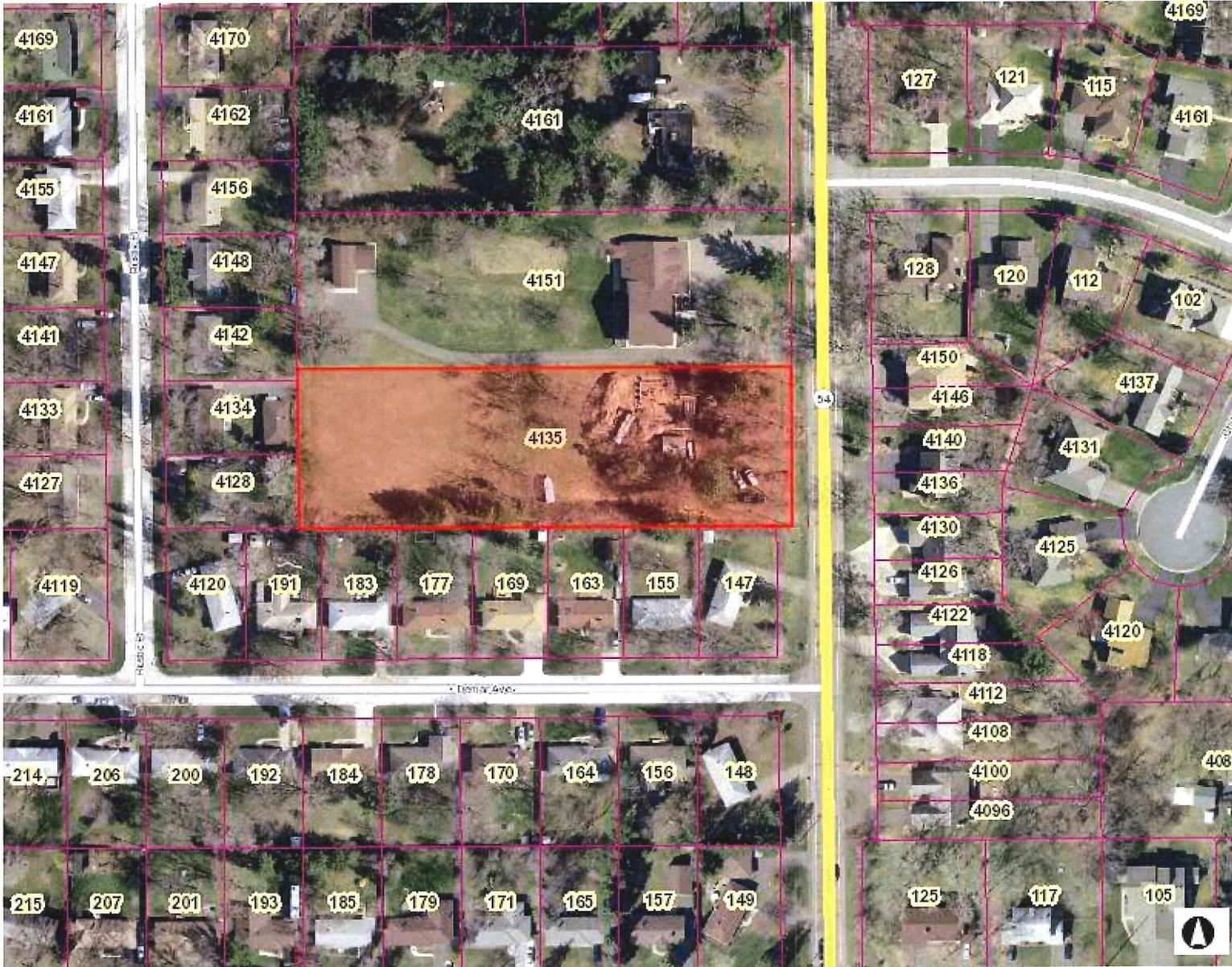


- City Halls
- Schools
- Hospitals
- Fire Stations
- Police Stations
- Recreational Centers
- Parcel Points
- Parcel Boundaries
- Airports

### Notes

Enter Map Description

400.0 0 200.00 400.0 Feet



**Legend**



-  City Halls
-  Schools
-  Hospitals
-  Fire Stations
-  Police Stations
-  Recreational Centers
-  Parcel Points
-  Parcel Boundaries
-  Lakes - Neighboring Counties
-  Airports

**Notes**

Enter Map Description

300.0 0 150.00 300.0 Feet

Planning Commission  
City of Shoreview  
4600 North Victoria Street  
Shoreview, MN 55126

February 5, 2015

By this statement I am making a double request:

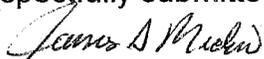
- 1)-permission to create a minor sub-division of the lot described in the accompanying Certificate of Survey
- 2)-approval for a variance of 2.7 feet in order to fulfill the intent of a Key Lot. The same survey includes the information requested: a scaled property line map and site plan.

The purpose of the minor sub-division is to construct a single family house on this new lot for myself as displayed on the survey.

The variance of 2.7 feet is requested to divide the current lot (163.3 feet of road frontage) into two parcels: the northern parcel being 76 feet wide and the southern parcel being 87.3 feet wide. Over the years several proposals have received preliminary approval for lots of this dimension from four building sites to sub-dividing the lot at address 4161 Rice Street into similar parcels as my request.

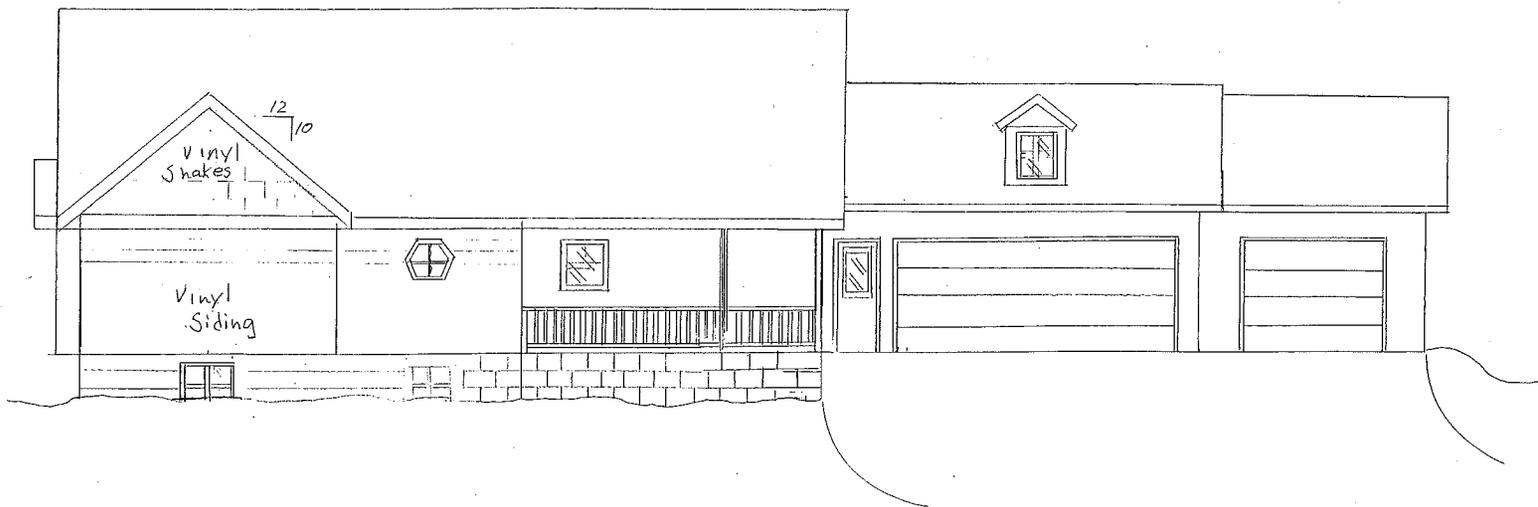
- i. The "use of the property" (this new lot) will be for a single-story, two-bedroom home of approximately 2,200 sq. feet with a full basement and attached three-car garage.
- ii. The "unique circumstances" encountered is the division of open farm land, sometime in the past, that does not fit well with modern day code requirements. I hope to assure this commission that my request fulfills the intent of current code of maintaining reasonable space between houses and avoiding smaller than normal lots.
  - the proposed set-back from the south property line exceeds the requirement for a Key Lot
  - the size of the resulting lot will be 42,913 sq. feet (including the variance, but excluding easements)
- iii. The design, style and size of this house should not negatively "alter the essential character" of the neighborhood. On the contrary, I believe it will fit in well with the variety of houses in this neighborhood of Shoreview: single-story, split-level and two-story single family homes. The pitch of the roof might be a little higher than many of the single-story houses, but should provide a good visual transition from the two-story houses and townhomes in the immediate vicinity. Being a new home it will also fit well with other homes that are being up-dated. Also, facing east, it will complement the mix of houses along Rice Street.

Respectfully submitted,

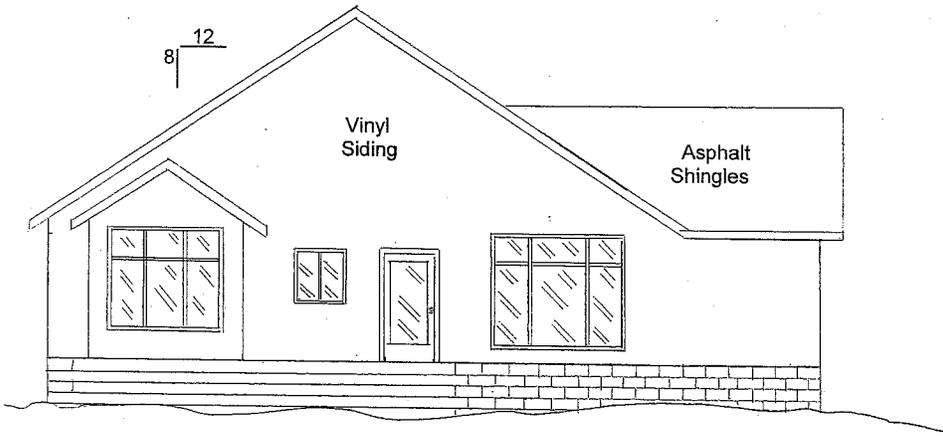


James G. Medin



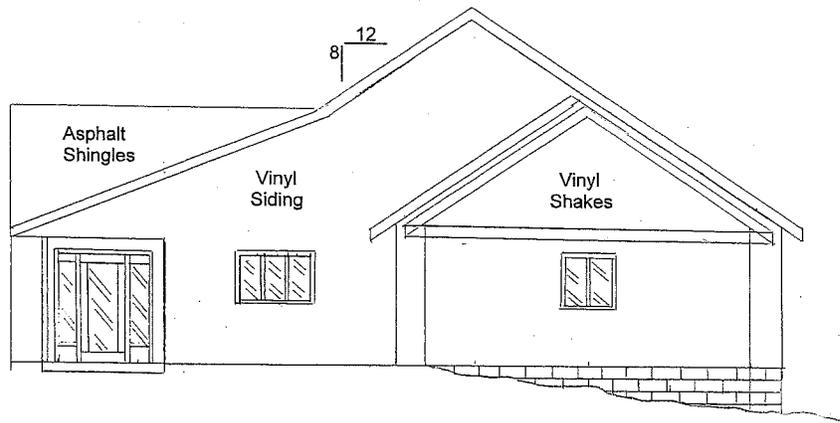


SOUTH ELEVATION  
James G Medin  
41XX Rice Street  
Shoreview, MN 55126  
651-319-2152  
Scale: 1/8" equals 1'



**West Elevation**

WEST ELEVATION  
 James G Medin  
 41XX Rice Street  
 Shoreview, MN 55126  
 651-319-2152  
 Scale: 1/8" equals 1'



**East Elevation**

EAST ELEVATION  
 James G Medin  
 41XX Rice Street  
 Shoreview, MN 55126  
 651-319-2152  
 Scale: 1/8" equals 1'

Date: February 17, 2015

To: Rob Warwick, Senior Planner

From: Tom Hammitt, Senior Engineering Technician  
Tom Wesolowski, City Engineer

Subject: Minor Subdivision – 4135 Rice Street  
James Medin

Engineering staff has reviewed the Certificate of Survey dated November 26, 2014. The following comments relate to the site and utility connections:

1. We would recommend that the address of the new south lot be 4131 Rice Street.
2. The existing house at 4135 Rice Street is connected to City water and sewer and was connected by new services in 2011.
3. No water or sewer is stubbed to the proposed south lot. Services would have to be tapped off of the sanitary and water mains. A \$3,000 escrow is required to ensure this work is done properly. Both mains are in the right of way and should not require digging up the road surface. Rice Street is a Ramsey County road and permits will be required from Ramsey County for any work in the right-of-way, including sewer and water and driveway access.
4. The proposed water and sewer services are shown passing under the rain garden. The services should be deep enough or insulated to prevent freezing as it appears there won't be enough cover. The survey also indicates that the lower level will require an ejector pump since the basement floor is proposed at about the same elevation as the sewer main.

If you have questions, please contact me in the Engineering Department at 651-490-4652.

City Council:  
Sandy Martin, Mayor  
Amy Johnson  
Terry Quigley  
Cory Springhorn  
Ady Wickstrom



City of Shoreview  
4600 Victoria Street North  
Shoreview MN 55126  
651-490-4600 phone  
651-490-4699 fax  
www.shoreviewmn.gov

February 10, 2015

REQUEST FOR COMMENT



Dear Shoreview Property Owner:

Please be advised that on **Tuesday, February 24 at 7:00 p.m.**, the Shoreview Planning Commission will review Minor Subdivision and Variance applications for **4135 Rice Street**, submitted by **James Medin**. The applicant proposes to subdivide the property into two parcels. The existing house and attached garage will remain on the north lot, and a new lot created on the south for future construction of a single story house and attached garage. The proposed parcel on the south is required to have a minimum width of 90 feet, since the south side lot line abuts the rear lot lines of the adjacent properties along Demar Avenue. A variance is requested to reduce the required lot width by 2.35 feet to 87.65 feet. The proposed north lot has a width of 76 feet, exceeding the 75-foot required minimum lot width. Each resulting lot is about 484 feet deep. The location of the proposed house on the south resulting lot is shown with a setback just over 20-foot from the south side lot line, as required by City Code. The proposed lots conform to other requirements of the Municipal Code. Please see the attached plans.

You are encouraged to fill out the bottom portion of this form and return it if you have any comments or concerns. Comments received by **February 19<sup>th</sup>** will be distributed to the Planning Commission with the Planning Commission agenda packet. Comments received after that date but before the meeting will be distributed to the Commission that night. You are also welcome to attend the meeting. The meeting is held in the City Council Chambers at Shoreview City Hall, 4600 North Victoria Street.

The agenda and staff report to the Planning Commission will be available on the City website by February 20<sup>th</sup>. Please use the following weblink: [www.shoreviewmn.gov/pc/documents](http://www.shoreviewmn.gov/pc/documents). If you would like more information or have any questions, please call me at 651-490-4681 between 8:00 a.m. and 4:30 p.m., Monday through Friday. You may leave a voice mail message at any time. I can also be reached via e-mail at [rwarwick@ci.shoreview.mn.us](mailto:rwarwick@ci.shoreview.mn.us).

Sincerely,

Rob Warwick  
Senior Planner

Comments:

Absolutely NO variance!  
There are very good reasons  
these Municipal Code requirements  
exist. It appears that there would  
be too many structures too close together.  
And rain overflow = mosquito breeding ground.

T:/planning case files/2015/2560-15-03medin 4135 rice st

Name: Renee Koemptgen

Address: 176 Hawes Ave.

I fully support my neighbors on Demar.

**MINOR SUBDIVISION/VARIANCE**

**FILE NO.:** 2560-15-03  
**APPLICANT:** JAMES GORDON MEDIN  
**LOCATION:** 4135 RICE STREET

**Presentation by Senior Planner Rob Warwick**

The subject property consists of 1.88 acres with a lot width of 163.65 feet and lot depth of 500 feet. In 2008, the City approved a plat on this property with four lots and a cul-de-sac along the north side lot line. The developer did not apply for the final plat, and the approval expired. Mr. Medin then purchased the property, removed the old house and built a new two-story home. When the property is subdivided, he plans to build a new single-story house and live there.

The property is consistent with the Development Code standards. The new lot proposed would be a key lot, one on which the side lot line abuts the rear lot lines of the adjacent property. Creation of a key lot requires an additional 15 feet of lot width, 90 feet instead of the standard 75 feet. The proposed width for the new Parcel B is 87.65 feet, thus the need to request a variance. All other required dimensions are in compliance.

In the R1 District, a principal structures and accessory structures must be set back 20 feet from the side lot line on a key lot, rather than the standard 10 feet. The rear setback is 30 feet and a minimum of 25 feet from the front. The front setback is increased to 40 feet on arterial roads or if the setback of adjacent houses is greater than 40 feet. The proposed house will be 17 feet from the north side lot line and 22 feet from the south side lot line. The single story design was chosen to fit the character of the neighbor.

The applicant states that the creation of his lot at a width of 163.65 feet is a practical difficulty that does not allow reasonable use of the large parcel and prevents it from being subdivided. The proposed lot width for the new lot of 87.65 feet still allows the dwelling to be set back more than the required 20 feet. The roof pitch will be a transition between the two-story houses to the north and east and the single-story ramblers to the south.

Staff finds that the proposal does not conflict with Comprehensive Plan policies and with the nearby planned low density residential uses. The large lot area and prior subdivision approval indicates that the proposal is a reasonable use of the property. A variance is needed to reduce the width of the south parcel by 2.4 feet because it will be a key lot.

This property is surrounded by lots with widths of 75 to 80 feet, and so the proposed width for the new lot is not out of character with the neighborhood. The property has been a key lot since the land to the south was developed in the 1950s. The size of the new lot of 42,416 square feet is well in excess of the required 11,250 square feet area for a key lot.

Required municipal water and sanitary sewer services are available. The existing house is connected. Stub connections will be needed for the new house. As Rice Street is under the jurisdiction of Ramsey County, work in the right-of-way is subject to County permit requirements.

Property owners within 350 feet received notice of this proposal. One comment was received urging denial of the variance and compliance with City Code dimensions for key lots. There were no comments from Ramsey County.

Staff finds the applications in accordance with the Development Code with the exception of the proposed width of Parcel B. The variance request meets the spirit and intent of the Code. Practical difficulty exists because of the width and configuration of the existing parcel. Staff recommends approval of the variance and a recommendation of approval to the City Council for the minor subdivision.

Commissioner McCool asked the reason for not reducing the width of Parcel A one more foot to 75 feet in order to increase the width of Parcel B to reduce the variance by one foot. Mr. Warwick explained that since the house exceeds the 20-foot setback on the south side, staff did not believe there was sufficient justification to further reduce the lot width of Parcel A. Also, the space on each side of the homes will allow runoff water to be better managed. Storm water will flow to the rear where it will collect and infiltrate.

Commissioner Ferrington noted that there is no planned screening from the homes on Demar to increase privacy to those back yards. Mr. Warwick stated that there are three 12-foot spruces that provide screening.

Commissioner Doan asked if this subdivision would restrict use of this property to only this subdivision for the two houses. Mr. Warwick stated that new lots would have to be on a public street. That would mean a new street. It is staff's opinion that the three similar lots of 4135, 4151 and 4161 would mean the cooperation of all the property owners to create a cohesive development.

**Mr. Jim Medin**, Applicant, responded to the concern for privacy to the homes on Demar. He stated that Lot No. 1 on Demar has lilac bushes that provide screening; Lot No. 2 is the only one without screening. He plans to talk to the neighbors to find out what screening they would like to have, a fence or type of vegetation. He indicated the location of his existing garden shed which is 18 feet from the neighbor's property line. The shed is on blocks and can be moved. He agreed to move it 2 or 3 feet so that it will conform to the required 20-foot setback.

Commissioner Ferrington asked if there are power lines that would interfere with screening. Mr. Medin stated that there are power lines. Trees have been cut back because of the lines. There was also fencing, but some of it has been removed. That is why he wants to discuss screening with the neighbors to see what they prefer.

Commissioner Ferrington stated that this plan will have much less impact on the neighborhood than one that was presented in 2008 for four large homes. She supports this proposal.

Commissioner McCool recommended that the shed be moved to the conforming setback. He would not want to see more new homes closer to the houses on Demar, and he would agree this is a good use for the property.

Commissioner Peterson stated that it would be difficult to draft a condition to address screening for the houses on Demar, but he trusts Mr. Medin will speak with the neighbors and take care of the issue.

Chair Solomonson agreed with other Commissioners that this development is better than the one presented 2008 for four new homes. The requested variance is offset by the south side setback that is 22 feet, more than the required 20 feet.

**MOTION:**      by Commissioner McCool, seconded by Commissioner Ferrington to adopt resolution 15-12 approving the variance to reduce the the lot width for Parcel B to 87.65 feet, and to recommend approval of the minor subdivision to the City Council with an added sentence to condition No. 4 of the minor subdivision that states: The existing accessory structure on Parcel B shall be moved so that it conforms to the new setback requirements applicable to Parcel B.

The approval is subject to the following conditions:

**Variance**

1. This approval is subject to approval of the Minor Subdivision application by the City Council.
2. A minimum setback of 20-feet from the South side lot line is required for the dwelling and attached garage developed on Parcel B.
3. This approval will expire after one year if the subdivision has not been recorded with Ramsey County.
4. The approval is subject to a 5-day appeal period.

**Minor Subdivision**

1. The minor subdivision shall be in accordance with the plans submitted.
2. The applicant shall pay a Public Recreation Use Dedication fee as required by Section 204.020 of the Development Regulations before the City will endorse deeds for recording. The fee will be 4% of the fair market value of the property, with credit given for the existing residence.
3. Public drainage and utility easements shall be dedicated to the City as required by the Public Works Director. The applicant shall be responsible for providing legal descriptions for all required easements. Easements shall be conveyed before the City will endorse deeds for recording.
4. A minimum setback of 20-feet from the South side lot line is required for the dwelling and attached garage developed on Parcel B. The existing accessory structure on Parcel B shall be moved so that it conforms to the new setback requirements applicable to Parcel B.
5. Municipal water and sanitary sewer service shall be provided to resulting Parcel B. The applicant shall submit a cash escrow to the City to insure the water and sewer service taps are performed in accordance with the requirements of the City Engineer.
6. The applicants shall enter into a Development Agreement with the City. This agreement shall be executed prior to the City's release of the deeds for recording.

- 7. All work within the Rice Street right-of-way is subject to the permitting authority of Ramsey County.
- 8. Tree removal requires replacement trees per City Code. City requirements for the tree removal and protection plan shall be detailed in the Development Agreement.
- 9. This approval shall expire after one year if the subdivision has not been recorded with Ramsey County.

This approval is based on the following findings:

**Variance**

- 1. *The property in question cannot be put to a reasonable use under the conditions allowed by the Development Ordinance.* The existing lot area is about 1.85 acres. Subdividing to create two residential lots represents a reasonable use of the property in the R-1 Detached Residential District, creating two lots with areas well in excess of the requirements of City Code.
- 2. *The hardship is created by circumstances unique to the property and was not created by the landowner.* The unique circumstance is that no subdivision of the large 1.8 acre property is possible unless a variance is approved because of the lot width requirements. Staff believes the proposed subdivision allows the applicant to develop the property with a higher intensity use that recognizes and retains the existing development pattern, relationship to the adjacent properties, and character of the neighborhood, while complying with the side setback requirement for Key Lot.
- 3. *The variance will not alter the essential character of the neighborhood.* The south lot line has functioned as a side lot line for about 60 years, and so the essential character of the neighborhood should not be altered.

**Minor Subdivision**

- 1. The subdivision is consistent with the policies of the Comprehensive Plan and with the spirit and intent of the Development Code.
- 2. The proposed lots conform to the other adopted City standards for the R-1 Detached Residential District.

**VOTE:**

**Ayes - 6**

**Nays - 0**

**MISCELLANEOUS**

**City Council Assignments**

Chair Solomonson and Commissioner Ferrington will respectively attend the March 2nd and March 16th 2015 City Council meetings.

**Workshop Meeting**

The Planning Commission will hold a workshop meeting immediately following this meeting.

**SUBDIVISION AGREEMENT  
4135 RICE STREET  
JAMES MEDIN**

1.0 THIS AGREEMENT is made and entered into by and between the City of Shoreview, a municipal corporation and political subdivision of the State of Minnesota (hereinafter the "City") and Moser Homes, Inc., their successors and assigns (hereinafter the "Developer").

2.0 On March 16<sup>th</sup>, 2015 the City gave approval to subdivide certain property located within the City and described as follows (hereinafter the "subject property")

*The East 533.4 feet of the South ½ of the Southeast ¼ of Section 24, Township 30, Range 23, except the North 653.32 feet thereof and except that part lying South of the North 10 acres of the South ½ of the South ½ of the Southeast ¼ of said Section 24; subject to  
Rice Street, RAMSEY COUNTY, MINNESOTA.*

(This property is commonly known as 4135 Rice Street)

Which when subdivided will be legally described as:

Parcel A

*The South 76 feet of the North 729.32 feet of the East 533.4 feet of the South ½ of the Southeast ¼ of Section 24, Township 30, Range 23, RAMSEY COUNTY, MINNESOTA. Subject to an easement for Rice Street (CSAH 54) over the east 49.5 feet thereof.*

And

Parcel B

That part of the East 533.4 feet of the South ½ of the Southeast ¼ of Section 24, Township 30, Range 23, except the North 729.32 feet thereof and except that part lying Southerly of the North Line of Block 7, WINDWARD HEIGHTS NO. 3, RAMSEY COUNTY, MINNESOTA.  
*Subject to an easement for Rice Street (CSAH 54) over the East 49.5 feet thereof.*

3.0 Pursuant to City Ordinances, the Developer is required:

- A. To make certain improvements to the subject property.
- B. To provide the City with a form of surety, approved by the City's Attorney, insuring completion of any required improvements which remain incomplete at the time of the Developer's request for final approval.
- C. To make a public land dedication to the City or, in lieu thereof at the discretion of the City Council, to make a cash equivalent payment prior to recording the deeds for the parcels.
- D. To follow certain procedures, as determined by the City, to control soil erosion during the development of the subject property.

4.0 The approval of the City's council was subject to the terms and conditions contained herein, and the following conditions as approved by the City Council on March 16, 2015:

1. The minor subdivision shall be in accordance with the plans submitted.
2. The applicant shall pay a Public Recreation Use Dedication fee as required by Section 204.020 of the Development Regulations before the City will endorse deeds for recording. The fee will be 4% of the fair market value of the property, with credit given for the existing residence.
3. Public drainage and utility easements shall be dedicated to the City as required by the Public Works Director. The applicant shall be responsible for providing legal descriptions for all required easements. Easements shall be conveyed before the City will endorse deeds for recording.
4. A minimum setback of 20-feet from the South side lot line is required for the dwelling and attached garage developed on Parcel B. The existing accessory structure on Parcel B shall be moved so that it conforms to the new setback requirements applicable to Parcel B.
5. Municipal water and sanitary sewer service shall be provided to resulting Parcel B. The applicant shall submit a cash escrow to the City to insure the water and sewer service taps are performed in accordance with the requirements of the City Engineer.
6. The applicants shall enter into a Development Agreement with the City. This agreement shall be executed prior to the City's release of the deeds for recording.
7. All work within the Rice Street right-of-way is subject to the permitting authority of Ramsey County.
8. Tree removal requires replacement trees per City Code. City requirements for the tree removal and protection plan shall be detailed in the Development Agreement.
9. This approval shall expire after one year if the subdivision has not been recorded with Ramsey County.

5.0 Terms and Conditions. In compliance with the requirements of the City's Development Regulations; in compliance with the City Council's conditions of approval; and in consideration of the undertakings herein expressed, the City and Developer agree as follows:

A. Conditions Precedent. Prior to the City's endorsement of the Deed of Conveyance which will effectuate the subdivision of the Subject Property into Parcel A and B, the Developer shall:

1. Pay Public Use Dedication Fee. The Developer agrees to pay a public recreation use dedication fee in the form of a Cash Equivalent Payment based on the fair market value of Parcel B. Except as hereinafter provided, the cash equivalency payment shall be due and payable on or before the execution of a development agreement or endorsement of the plat by the City. The Cash Equivalency Payment required on a residential use depends upon the density of dwelling units per acre on the proposed development or subdivision. The proposed development has a density of 0 to 2 units per acre, therefore, **the Cash Equivalency Payment shall**

**equal 4% of the fair market value.** Credit will be given for the existing dwelling.

2. Public Easements. Drainage and Utility easements, including easements over the delineated wetland and wetland buffer areas, shall be dedicated to the City as required by the Public Works Director and the Municipal Code.
3. Sanitary Sewer and Water Fees – Water and sewer service stubs shall be installed to serve Parcel B. Connection fees will be applied with the building permit fees.
4. Sewer Availability Charge (SAC). The new dwelling on Parcel B will be subject to the SAC charge of the Metropolitan Council.
5. Maintenance of Private Sanitary Sewer and Water Services. Developer agrees that all sanitary sewer and water facilities, pipes or appurtenances installed on the Subject Property are private, and Developer, its successors and assigns, shall be solely responsible for the maintenance, repair and replacement of such sanitary sewer and water improvements.

6.0 Default. The occurrence of any of the following after written notice from the City shall be considered an “Event of Default” in the terms and conditions contained in this Agreement. Said default shall be cured within a reasonable time period as specified by the City.

- A. The failure of the Developer to comply with any of the terms and conditions contained in this Agreement;
- B. The failure of the Developer to comply with any applicable ordinance or statutes with respect to the development and operation of the subject property.

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

- A. The City may make advances or take other steps to cure the default, and where necessary, enter the subject property for that purpose. The Developer shall pay all sums so advanced or expenses incurred by the City upon demand, with interest from the dates of such advances or expenses at the rate of 10% per annum. No action taken by the City pursuant to this section shall be deemed to relieve the Developer from curing any such default to the extent that it is not cured by the City or from any other default hereunder. The City shall not be obligated, by virtue of the existence or exercise of this right, to perform any such act or cure any such default.
- B. The Developer shall save, indemnify, and hold harmless, including reasonable attorneys fees, the City from any liability or other damages, which may be incurred as a result of the exercise of the City’s rights pursuant to this section.

- C. Obtain an order from a court of competent jurisdiction requiring the Developer to specifically perform its obligations pursuant to the terms and provisions of this Agreement.
- D. Exercise any other remedies, which may be available to it, including an action for damages.
- E. Withhold the issuance of a building permit and/or prohibit the occupancy of any building(s) for which permits have been issued.
- F. In addition to the remedies and amounts payable set forth or permitted above, upon the occurrence of an Event of Default, the Developer shall pay to the City all fees and expenses, including reasonable attorneys fees, incurred by the City as a result of the Event of Default, whether or not a lawsuit or other action is formally commenced or taken.

8.0 **IN WITNESS WHEREOF**, the City and the Developer have executed this Agreement.

Approved by the City Council of Shoreview, Minnesota, this **16<sup>th</sup> Day of March, 2015**

**DEVELOPER**

**CITY OF SHOREVIEW**

\_\_\_\_\_  
James G. Medin, 4135 Rice Street

\_\_\_\_\_  
Sandra C. Martin, Mayor

\_\_\_\_\_  
Terry Schwerm, City Manager

**DEVELOPMENT AGREEMENT  
FOR CONSTRUCTION**

**PARCEL B - SUBDIVIDED FROM 4135 RICE STREET**

1.0 THIS AGREEMENT is made and entered into by and between the City of Shoreview, a municipal corporation and political subdivision of the State of Minnesota (hereinafter the "City") and James G. Medin, his successors and assigns (hereinafter the "Developer").

2.0 On March 16<sup>th</sup>, 2015 the City gave approval to subdivide certain property located within the City and described as follows (hereinafter the "subject property")

*The East 533.4 feet of the South ½ of the Southeast ¼ of Section 24, Township 30, Range 23, except the North 653.32 feet thereof and except that part lying South of the North 10 acres of the South ½ of the South ½ of the Southeast ¼ of said Section 24; subject to  
Rice Street, RAMSEY COUNTY, MINNESOTA.*

(This property is commonly known as 4135 Rice Street)

Which when subdivided will be legally described as:

Parcel A

*The South 76 feet of the North 729.32 feet of the East 533.4 feet of the South ½ of the Southeast ¼ of Section 24, Township 30, Range 23, RAMSEY COUNTY, MINNESOTA. Subject to an easement for Rice Street (CSAH 54) over the east 49.5 feet thereof.*

And

Parcel B

That part of the East 533.4 feet of the South ½ of the Southeast ¼ of Section 24, Township 30, Range 23, except the North 729.32 feet thereof and except that part lying Southerly of the North Line of Block 7, WINDWARD HEIGHTS NO. 3, RAMSEY COUNTY, MINNESOTA.

*Subject to an easement for Rice Street (CSAH 54) over the East 49.5 feet thereof.*

3.0 Pursuant to City Ordinances, the Developer is required:

- A. To make certain improvements to the Subject Property.
- B. To provide the City with a form of surety, approved by the City's Attorney, insuring completion of any required improvements which remain incomplete at the time of the Developer's request for final approval.
- C. To make a public land dedication to the City or, in lieu thereof at the discretion of the City Council, to make a cash equivalent payment prior to recording the deeds for the parcels.

D. To follow certain procedures, as determined by the City, to control soil erosion during the development of the Subject Property.

4.0 Terms and Conditions. In compliance with the requirements of the City's Development Regulations; in compliance with the City Council's conditions of approval; and in consideration of the undertakings herein expressed, the City and Developer agree to develop Parcel A as follows:

A. Conditions Precedent. Prior to the City's issuance of a building permit on Parcel B, the Developer shall:

1. Grading, Drainage and Erosion Control Plan. The Developer shall prepare a grading, drainage erosion control plan for any site work that disturbs soil on the Subject Property, including, but not limited to, utility work, construction of a new house or installation of a new driveway. No site grading shall occur prior the Developer obtaining a Grading or Building Permit approved and issued by the City and prior to the installation of approved erosion control measures. The natural drainage pattern shall be retained.

To ensure erosion control during the development of the Subject Property, the Developer is required to submit a financial surety deposit, in a form approved by the Public Works Director. Said deposit shall be submitted prior to, or concurrently with, the issuance of a building permit.

2. Installation and Maintenance of Sanitary Sewer and Water Services. Developer agrees that all sanitary sewer and water facilities, pipes or appurtenances installed on the Subject Property are private, and Developer, its successors and assigns, shall be solely responsible for the maintenance, repair and replacement of such sanitary sewer and water improvements.

A. Sanitary Sewer Service and Municipal Water Service (Public Utilities). Public Water and Sewer Utilities are available in the Rice Street right-of-way. Water and sewer services to the Subject Property shall be constructed in accordance with the City's ordinances and regulations, and pursuant to specifications approved by the City Engineer.

B. Surety. Developer agrees to provide all labor and materials for the installation of any and all taps and pipe from the sewer and water mains located in the Rice Street right-of-way to the front property line of Parcel B. The installations shall be according to City standards, as required by the Public Works Director. The Developer shall provide the City with a **Surety Deposit in the amount of \$2,000.00** insuring proper installation. **THE DEVELOPER UNDERSTANDS THAT THE CITY WILL NOT ISSUE A BUILDING PERMIT FOR CONSTRUCTION OF ANY NEW RESIDENCE ON PARCEL B PRIOR TO RECEIPT OF THIS SURETY DEPOSIT.**

UNDERSTANDS THAT THE CITY WILL NOT ISSUE A BUILDING PERMIT FOR CONSTRUCTION OF ANY NEW RESIDENCE ON PARCEL B PRIOR TO RECEIPT OF THIS SURETY DEPOSIT.

3. Tree Preservation. Trees shall be preserved as possible, including those in the right of way. Protective tree fencing shall be installed in accordance with the City's Vegetation and Woodlands Ordinance. A wood chip berm, a minimum of 2 feet wide and 18 inches deep, shall be installed inside of the tree protection fence. The tree protection fence and wood chip berm shall be maintained during the period of site work. Minor revisions to the plan may be permitted with approval by the City Planner.
4. Tree Replacement. The Developer, his assigns, or successors in interest, shall submit a tree removal and replacement plan with any building permit application for the Subject Property. The plan shall show the location of Landmark Trees, as defined in the Municipal Code, within **30 feet of the limits** of construction and the construction access drive and identify any Landmark Trees that will be removed. The plan shall show the proposed replacement trees and their locations. Replacement trees are required at a ratio of three (3) replacement tree for each Landmark Tree removed. A surety will be required for the replacement trees prior to the issuance of a building permit.
5. Construction Management. The Developer and its contractors and subcontractors shall work to minimize impacts from construction on the surrounding neighborhood by:
  - A. Definition of Construction Area. The limits of the Project Area shall be defined with heavy-duty erosion control fencing of a design approved by the Public Works Director. Any grading, construction or other work outside this area requires approval by the Public Works Director.
  - B. Parking and Storage of Materials. Adequate on-site parking for construction vehicles and employees must be provided or provisions must be made to have employees park off-site and be shuttled to the Project Area. No fill, excavated material or construction materials shall be stored in any public right-of-way.
  - C. Hours of Construction. Hours of construction, including moving of equipment shall be limited to the hours between 7:00 a.m. and 7:00 p.m. on weekdays and 8:00 a.m. and 6:00 p.m. on any weekend or holiday.
  - D. Site Maintenance. The Developer shall ensure that the contractor maintains a clean work site. Measures shall be taken to prevent debris, refuse and other materials from leaving the site. Construction debris and other refuse generated from the project shall be removed from the site in a timely fashion and/or upon the request by the City.

B. Accessory Structure. Prior to issuance of a Certificate of Occupancy for a new dwelling on Parcel B, the existing detached accessory structure, a 12- by 12-foot garden shed constructed in 2012, shall be re-located. The shed is located on Parcel B, and a minimum 20-foot side setback is required in order that the accessory structure remain in conformance with City regulations for a Key Lot.

5.0 Other Costs. In addition to the other fees required by the City regulations for this agreement, the Developer agrees to reimburse the City for all costs, of whatever kind or nature, incurred by the City in reviewing or processing the Developer's application or administration of the installation of public infrastructure, including but not limited to costs incurred for legal or other consultants.

6.0 All Costs Responsibility of Developer. The Developer agrees to pay for all costs incurred of whatever kind or nature in order to construct the improvements required by the City's regulations. The City shall not be obligated to pay the Developer or any of its agents or contractors for any costs incurred in connection with the construction of the improvements, or the development of the Subject Property. The Developer agrees to hold the City harmless from any and all claims of whatever kind or nature which may arise as a result of the construction of the improvements, the development of the property or the acts of the Developer, its agents or contractors in relationship thereto.

7.0 Financial Surety Escrows. The Developer is required to submit financial surety escrows as identified in this agreement. The developer agrees to reimburse the City at a rate of \$55.00 per hour for each hour or fraction thereof used by a City employee in the administration of the Escrow Agreement. The obligations imposed by this paragraph shall commence on the date of execution of this agreement. **THE DEVELOPER UNDERSTANDS THAT THE CITY WILL NOT ISSUE A BUILDING PERMIT FOR CONSTRUCTION OF ANY NEW RESIDENCE ON TRACT B PRIOR TO RECEIPT OF THESE SURETY DEPOSITS.**

A. The developer shall not receive interest on the amount of the surety.

B. The developer agrees that the surety may be utilized by the City to ensure compliance with the terms of the Development Agreement For Grading, Drainage and Erosion Control and to maintain all utility construction on the site, including the cleaning of road surfaces and storm sewer systems, as determined by the Engineering Department. The surety may also be utilized for clean-up or restoration of areas off of the construction site that are directly or indirectly impacted by conditions on the site.

C. The developer agrees, upon written notification from the Public Works Director that proper erosion control methods are not being taken, to remedy the problem identified within 24 hours. In the event the remedy is not satisfactorily in place within that time period, the Developer acknowledges that the City may utilize the surety to complete the necessary work.

D. Any funds not so utilized by the City shall be returned to the Developer once the Public Works Director has determined that the need for erosion control has been satisfied.

- E. Any soils transported to this site or exposed on the site shall be seeded consistent with a plan approved by the Public Works Director.
- F. This agreement shall not supersede any specifications required by the Public Works Director on the approved grading plan.

8.0 Other Agency Approvals. It is the Developer's responsibility to apply for and to acquire all other required agency permits prior to commencing construction, including any approvals necessary from the Ramsey Washington Metro Watershed District, and a right-of-way permit from Ramsey County.

9.0 Default. The occurrence of any of the following after written notice from the City shall be considered an "Event of Default" in the terms and conditions contained in this Agreement. Said default shall be cured within a reasonable time period as specified by the City.

- A. The failure of the Developer to comply with any of the terms and conditions contained in this Agreement;
- B. The failure of the Developer to comply with any applicable ordinance or statutes with respect to the development and operation of the subject property.

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

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

- E. Withhold the issuance of a building permit and/or prohibit the occupancy of any building(s) for which permits have been issued.
- F. In addition to the remedies and amounts payable set forth or permitted above, upon the occurrence of an Event of Default, the Developer shall pay to the City all fees and expenses, including reasonable attorneys fees, incurred by the City as a result of the Event of Default, whether or not a lawsuit or other action is formally commenced or taken.

11.0 **IN WITNESS WHEREOF**, the City and the Developer have executed this Agreement.

Approved by the City Council of Shoreview, Minnesota, this 16<sup>th</sup> **Day of March, 2015.**

**DEVELOPER**

\_\_\_\_\_  
James G. Medin  
4135 Rice Street

**CITY OF SHOREVIEW**

\_\_\_\_\_  
Sandra C. Martin, Mayor

\_\_\_\_\_  
Terry Schwerm, City Manager