

**CITY OF SHOREVIEW
AGENDA
REGULAR CITY COUNCIL MEETING
MARCH 21, 2016
7:00 P.M.**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF AGENDA

PROCLAMATIONS AND RECOGNITIONS

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

COUNCIL COMMENTS

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

1. March 7, 2016 City Council Meeting Minutes
2. Receipt of Committee/Commission Minutes—
 - Public Safety Committee, January 20, 2016
 - Human Rights Commission, February 22, 2016
 - Planning Commission, February 23, 2016
3. Monthly Reports
 - Administration
 - Community Development
 - Finance
 - Public Works
 - Park and Recreation
4. Verified Claims

5. Purchases
6. Adoption of Administrative Penalties for Tobacco Violations—Shoreview BP Group, Croix Convenience, Shoreview Exxon, and North Suburban BP
7. Approval of 2016 Consultant Services Agreement—Housing Resource Center
8. Approve Plans and Specifications and Order Taking of Bids—Virginia, Dennison, Lilac and Grand Avenue Reconstruction, CP 16-01 and CP 16-02
9. Approve Fixed Pay Estimate—Modified Owasso Street Realignment, CP 09-12
10. Approval of 2016 Lease—Greater Metropolitan Housing Corporation
11. Developer Escrow Reduction
12. Award of Quote—Running Track Surface Replacement

PUBLIC HEARING

GENERAL BUSINESS

13. Accept Bid and Authorize Construction Contract—Well #6 Raw Water Pipeline, CP 16-06
14. Request for Contribution—Emmet D. Williams Playground Replacement

STAFF AND CONSULTANT REPORTS AND RECOMMENDATIONS

SPECIAL ORDER OF BUSINESS

ADJOURNMENT

COUNCIL COMMENTS**Councilmember Wickstrom:**

The Build-A-Burger event for March has been cancelled due to renovations of the kitchen at the VFW in White Bear Lake. The next one will be April 11, 2016, at 5:00 p.m.

The next Environmental Quality Committee (EQC) speaker series will be a presentation by City Public Works Director Mark Maloney on “Shoreview’s Innovative Responses to Infrastructure Challenges.” The presentation will be March 16, 2016, at 7:00 p.m. in the Shoreview City Council Chambers.

Councilmember Springhorn:

Saturday, March 19, 2016 will be the Shoreview Egg Hunt at 11:00 a.m. at the Community Center. Space is limited and registration is required. Residents can register on the City’s website.

Councilmember Quigley:

Noted the article by the Safewise organization in the *Shoreview Press*. Shoreview is ranked as the 12th safest city in Minnesota, which is up from its previous ranking of 16th. That ranking is among over 100 cities in Minnesota with a population over 5,000.

Councilmember Johnson:

With the nice weather, there is a great increase in the use of area parks. Drivers are reminded to watch speed and be aware that there are many little ones on bikes and more pedestrians on the roads.

CONSENT AGENDA

Councilmember Johnson requested that item No. 2 be considered separately, as she did not attend the meeting for those minutes.

MOTION: by Councilmember Wickstrom, seconded by Councilmember Springhorn to adopt the Consent Agenda for March 7, 2016, as presented and all relevant resolutions for items Nos. 1 through 12 with the exception of No. 2:

1. February 8, 2016 City Council Workshop Meeting Minutes
3. Receipt of Committee/Commission Minutes:
 - Planning Commission, January 26, 2016
 - Parks and Recreation Commission, January 28, 2016
 - Environmental Quality Committee, February 22, 2016
 - Economic Development Commission, February 23, 2016
4. Verified Claims in the Amount of \$1,276,344.92
5. Purchases
6. License Applications
7. Developer Escrow Reductions
8. Approval of Street Sweeping Agreements for 2016

9. Authorization for Replacement of Sewer Rodding Equipment with Sewer Inspection Equipment
10. Final Plat and Final PUD - Sidal Realty/Kowalski's, 441 Highway 96
11. Acceptance of Gifts - Taste of Shoreview
12. Approve Plans and Specifications and Call for Taking of Bids - I-694 Water Main Relocation, CP 15-10

VOTE: Ayes - 5 Nays - 0

2. Approval of February 16, 2016 City Council Meeting Minutes

Motion: by Councilmember Wickstrom, seconded by Councilmember Quigley to approve the February 16, 2016 City Council Meeting Minutes as submitted.

VOTE: Ayes - 4 Nays - 0 Abstain - 1 (Johnson)

PUBLIC HEARINGS

ITEMS RELATED TO 2016 STREET RECONSTRUCTION PROJECTS

- A. **PUBLIC HEARING AND AUTHORIZATION TO PREPARE PLANS AND SPECIFICATIONS - VIRGINIA/DENNISON/LILAC RECONSTRUCTION, CP16-01**
- B. **PUBLIC HEARING AND AUTHORIZATION TO PREPARE PLANS AND SPECIFICATIONS - GRAND AVENUE RECONSTRUCTION AND EXTENSION, CP 16-02**

Presentation by City Engineer Thomas Wesolowski

The Virginia/Dennison/Lilac project is to reconstruct: 1) Virginia Avenue from Snail Lake Boulevard south to Colleen Avenue and Dawn Avenue to Dennison Avenue; 2) reconstruct Dennison Avenue from Hodgson Road to Virginia Avenue; and 3) reconstruct Lilac Lane from Hodgson Road to Dennison Avenue.

The Grand Avenue reconstruction is from Soo Street to Janice Avenue. The City Council received the feasibility reports for both projects at its February 21, 2016 meeting. The feasibility study described: 1) existing conditions; 2) proposed improvements; 3) estimated project cost; 4) funding sources and assessments; and 5) conclusions and recommendations.

The project work includes:

- Reconstruct Virginia Avenue to a 32-foot wide roadway with surmountable style curb to match the curb already installed between Colleen and Dawn Avenues.
- Reconstruct Dennison and Lilac to 29-foot roadways with surmountable curb to match the existing width.
- Replace the existing cast iron pipe water main on Virginia, Dennison and Lilac, including replacing services and curb stops to property lines.
- Extend water services to the four properties not currently served.
- Install clean-outs on sanitary pipe to allow City inspection.

- Storm water infrastructure for Virginia, Colleen, Dennison and Lilac includes catch basins and underground infiltration chambers with overflow to the existing outlet to Snail Lake Park.
- Reconstruct Grand Avenue to 24 feet wide from face of curb to face of curb. Grand Avenue will be extended approximately 600 feet west to connect to Centre Street and Janice Avenue. The curb will be barrier style. Parking will be allowed on one side of the street.
- Install catch basins and underground infiltration chambers on the east end of Grand Avenue
- The west end of Grand will be a pervious pavement section with overflow to Lake Wabasso.
- Storm water infrastructure is designed to meet the standards of the permit requirements of the Ramsey/Washington Metro Watershed District.
- Street lights will be replaced with aluminum poles, LED cobra style fixtures and underground power.
- A trail is included from the west end of Grand Avenue to Owasso Boulevard North.

Two residential meetings were held for each project. The meetings were well attended and overall reactions were positive. Concerns that were expressed related to storm water runoff.

Virginia/Dennison/Lilac Estimated project cost:

Street	\$ 703,000
Water main	\$ 428,000
Sanitary Sewer	\$ 28,000
Storm sewer	\$ 339,000
Street lights	<u>\$ 80,000</u>
Total Estimated Cost:	\$1,578,000

Grand Avenue Estimated Project Costs:

Street	\$ 351,500
Water main	\$ 3,000
Sanitary Sewer	\$ 1,500
Storm Sewer	\$ 185,000
Street lights	<u>\$ 40,000</u>
Total Estimated Cost:	\$ 594,500

Total Combined Project Cost: \$2,172,500

Virginia/Dennison/Lilac Assessments:

The estimated assessments of \$147,000 are less than 7% of the total estimated project cost.

Street assessment	\$1,584/lot
Storm sewer assessment	\$1,120/lot (maximum, depends on lot size)
Water assessment*	\$5,800/lot - 4 lots on Virginia
Total possible estimated assessment with no water:	\$2,704/lot (10-year pay back)
Total possible estimated assessment with water:	\$8,504/lot (15-year pay back)

Colleen Avenue Assessments:

Upgrade of storm water infrastructure to City standards: \$560/lot (maximum) depends on size

Grand Avenue Assessments:

Street	\$1,600/lot
Storm sewer	\$1,200 (maximum) depends on lot size
Total Estimated Assessments: \$2,720/lot (10-year pay back)	

City Financing for Virginia/Dennison/Lilac:

Street Renewal Fund	\$644,392
Water Fund	\$405,300
Sanitary Sewer Fund	\$ 27,500
Surface Water Fund	\$297,570
Street Light Utility Fund	\$ 80,000
Assessments	\$123,238

City Financing for Grand Avenue:

Street Renewal Fund	\$254,500
Water Fund	\$ 3,000
Sanitary Sewer Fund	\$ 1,500
Surface Water Fund	\$149,213
Street Light Utility Fund	\$ 34,000
Community Investment Fund	\$ 13,500/for trail
Assessments	\$ 23,787
Developer payments	\$115,000

Estimated project schedule:

March 21, 2016	Approve plans and specifications
April 21, 2016	Bid opening for project
May 2, 2016	Council award contract
May/June 2016	Construction starts
September/October	Construction complete
September 2017	Assessment Hearing

City Attorney Kelly stated that proper notice has been given for both public hearings for the two projects.

Mayor Martin opened the public hearing for the Virginia/Dennison/Lilac project. There were no questions or public comments.

MOTION: by Councilmember Quigley, seconded by Councilmember Wickstrom to close the public hearing at 7:30 p.m.

VOTE: Ayes - 5 Nays - 0

Mayor Martin opened the public hearing for the Grand Avenue project. There were no questions or public comments.

MOTION: by Councilmember Wickstrom, seconded by councilmember Quigley to close the public hearing 7:31 p.m.

VOTE: Ayes - 5 Nays - 0

Councilmember Wickstrom expressed her appreciation for the trail included in the Grand Avenue project. She noted the favorable assessment policy of Shoreview where the City pays the larger share of cost paid rather than residents.

Mayor Martin added that the City is paying approximately 93% of these projects.

MOTION: by Councilmember Johnson, seconded by Councilmember Springhorn to adopt Resolution No. 16-11 directing the preparation of plans and specifications and ordering the improvements for the Virginia, Dennison, Lilac Road Reconstruction and Grand Avenue Road Reconstruction and Extension, City Projects 16-01 and 16-02.

ROLL CALL: Ayes: Johnson, Quigley, Springhorn, Wickstrom, Martin

Nays: None

Mr. Wesolowski stated that the City's website will post updated information on the projects, as well as send informational newsletters to residents.

PUBLIC HEARING - PROPOSED ECONOMIC DEVELOPMENT ASSISTANCE (BUSINESS SUBSIDY) TO KOWALSKI'S RE SHOREVIEW, INC. FOR RENOVATION AND REHABILITATION OF PROPERTY LOCATED AT 441 HIGHWAY 96 AND AUTHORIZING EXECUTION OF A DEVELOPMENT AGREEMENT

City Attorney Kelly stated that proper notice has been given for the public hearing.

Acting City Manager Tom Simonson stated that the proposed City assistance is the final approval needed for Kowalski's to acquire the Rainbow Foods property at 441 Highway 96. The project includes a new Kowalski's Market with full grocery offerings, a wine shop, Starbucks, and a Crocus Hill store. Kowalski's will also consolidate bakery, kitchen and catering operations in this building. The building will be completely renovated on the interior and will include a new facade. Parking lot upgrades are included along with new lighting, landscaping and signage. A free left-turn lane access from Highway 96 will be constructed. A separate retail parcel will be created and developed independently.

Kowalski's investment is over \$15 million in the land purchase and upgrades. The City has agreed to assist with public financing: 1) a cash contribution of \$1.1 million from existing tax increment funding resources upon project completion; and 2) pay for and construct the left-turn lane improvement on Highway 96, estimated at \$150,000 to \$200,000. The left turn lane will be completed before the store opens. No new tax increment financing district or future tax abatement will be provided. This project will transform a key commercial property that has been vacant for 18 months. It will provide a significant increase to the City's tax base, as well as provide employment opportunities and retail services.

The Economic Development Authority (EDA) has reviewed the project financing and voted unanimously to support and recommend approval by the City Council.

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

MOTION: by Councilmember Springhorn, seconded by Councilmember Quigley to close the public hearing at 7:40 p.m.

VOTE: Ayes - 5 Nays - 0

Mr. Mike Oase, Vice President Operations of Kowalski's, expressed his appreciation to the City and stated that Kowalski's is looking forward to being a part of Shoreview.

MOTION: by Councilmember Springhorn, seconded by Councilmember Wickstrom to adopt Resolution No. 16-16, approving a business subsidy to Kowalski's RE-Shoreview, Inc. in accordance with the terms and conditions outlined in the Development Agreement; and further authorizing the Mayor and City Manager to sign and execute said Development Agreement. The business subsidy is to support the complete renovation of the vacant Rainbow Foods property and significant private reinvestment that will bring a new Kowalski's Market and associated business operations providing jobs, tax base and services to the community.

Discussion:

Mr. Simonson noted that Kowalski's plans to begin work this spring and open before Thanksgiving.

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

PUBLIC HEARING - VACATION FINAL PLAT - DON ZIBELL, 3422 CHANDLER ROAD

Mayor Martin stated that she will facilitate discussion of this item but will recuse herself from voting, as the proposal is adjacent to her property.

Presentation by City Planner Kathleen Castle

The Final Plat divides the property into 8 lots for single-family residential development. As part of the Final Plat, vacation is requested of a public drainage and utility easement. Dedicated drainage and storm water management easements will be along lot lines. The easement for public drainage to be vacated was part of the Wabasso Shores Plat. The Final Plat and vacation are consistent with the previous preliminary plat approval. Staff is recommending approval with conditions that include protection of trees and landscaping; and require removal of the existing garage within 16 months.

City Attorney Kelly stated that proper notice has been given for the public hearing.

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

MOTION: by Councilmember Wickstrom, seconded by Councilmember Springhorn to close the public hearing at 7:46 p.m.

VOTE: Ayes - 5 Nays - 0

MOTION: by Councilmember Johnson, seconded by Councilmember Springhorn to adopt Resolution 16-9, approving the Vacation request, submitted by Donald and Luella Zibell, vacating the interest of the public in certain public drainage and utility easements located in the plat of Wabasso Shores, subject to the following:

1. Approval of the Final Plat, Wabasso Bay, by the City Council.
2. Resolution 16-9 approving the vacation request shall be recorded with Ramsey County prior to the City endorsing the final plat.

This approval is based on the following finding:

- 1.
2. The drainage and utility easement proposed for vacation no longer serves the need of the public.

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

MOTION: by Councilmember Springhorn, seconded by Councilmember Wickstrom to authorize execution of the Site Development Agreement, and to approve the Final Plat, Wabasso Bay, submitted by Donald Zibell to subdivide the property at 3422 Chandler Road into 8 single-family residential lots, 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.
2. The Final Plat shall include drainage and utility easements along the property lines and over infrastructure as required. Drainage and utility easements along roadways, and the front and rear lot lines shall be 10 feet wide, and along the side lot line easements shall be 5 feet wide, and as required by the Public Works Director.
3. The applicant is required to enter into a Site Development Agreement and Erosion Control Agreement with the City, including the submittal of the financial sureties. Said agreements shall be executed prior to the release of the Final Plat.
4. Trees on the property, which are to remain, shall be protected with construction fencing placed at the tree drip lines prior to grading and excavating.
5. The landscape plan shall be revised to increase the conifers shown along the rear lot lines of Lots 6, 7, and 8 to provide screening and buffering, with approval by the City Planner prior to release of the Final Plat.

6. The existing detached garage on proposed Lot 6 may be retained for the continued personal use of the applicant for a period of 16 (sixteen) months from the date of approval, provided Lots 5 and 6 remain in common ownership. This retention period will expire September 6, 2017. A cash surety shall be deposited with the City to insure removal of the detached garage, and retention is subject to terms specified in the Development Agreement.
7. Site work shall not commence prior to the applicant obtaining the required Ramsey Washington Metro Watershed District approval and permit.

This approval is based on the following findings of fact:

1. The proposal supports the policies in the City's Comprehensive Plan relating to land use and housing.
2. The subdivision complies with the City's development code standards for plats and single-family residential development.
3. The proposed low density residential use will not adversely impact the planned land use of the surrounding property.
4. The Final Plat is consistent with the previous Preliminary Plat approval.

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

GENERAL BUSINESS

COMPREHENSIVE PLAN AMENDMENT*, REZONING*, PRELIMINARY PLAT, PLANNED UNIT DEVELOPMENT-DEVELOPMENT STAGE* - ELEVAGE DEVELOPMENT GROUP, LLC, 157 COUNTY ROAD E, 185 COUNTY ROAD E, 3500 RUSTIC PLACE, 3521 RICE STREET

Presentation by City Planner Kathleen Castle

On January 26, 2016, the Planning Commission held a public hearing for this application. At that meeting, the matter was tabled and the review period for the application was extended to May 12, 2016. Elevage Development Group (Elevage) was asked to address issues regarding parking, building height, visual impact, development intensity and density.

As a result of concerns expressed at the January Planning Commission meeting, the plan was changed to increase underground and surface parking and increase parking for the townhomes. Additional landscaping was added along the north lot line. The structure setback for the townhomes was increased. A second access was provided off Rustic Place to provide a better emergency vehicle access. The elevation of the ground floor of the townhome garages was reduced one foot to address visual impact to the residential neighborhood to the north. An emergency only lane was added off Rice Street.

On February 23, 2016, the Planning Commission reviewed revised plans and took public testimony. The Planning commission recommended the proposal be forwarded to the City Council for approval on a vote of 5 to 0.

The site consists of 4.2 acres with existing improvements of three single-family homes and a commercial shopping center of 34,887 square feet. Adjacent land uses include low density residential and commercial. The City of Vadnais Heights is immediately to the east. The proposal is a mixed use building for 134 market rate apartments and 6,800 square feet of commercial space on the first floor. Surface and underground parking are provided. Also, 14 townhomes are proposed in two buildings with access off County Road E and Rustic Place. Deviations from code requirements are requested through PUD zoning that relate to parking, structure setbacks and building height.

The preliminary plat would combine four tax parcels into two parcels. Lot 1 would be for the townhomes and Lot 2 for the Mixed Use building. The plat presented is consistent with subdivision standards.

There are 274 off-street parking stalls provided: 79 surface parking stalls and 195 underground parking stalls. There are 233 parking stalls allocated to residential use and 41 stalls allocated to commercial use. The City's Development code requires 373 parking stalls. The developer indicates that there will be shared parking between the residential and commercial uses, and there is room for additional parking if needed. Proof of parking stalls are not counted in parking ratio of 1.7 stalls per unit. City Code requires 2.5 stalls. Elevation has provided information to show that the proposed parking ratio is sufficient based on industry trends, the unit mix and the demographic market. Parking needs are based on the bedroom count of the units to be built. Staff found in a comparison with other cities that the ratio of 2.5 required in Shoreview is high. Similar mixed use developments in other communities have parking ratios of approximately 1.7. The townhomes will be located on Lot 1. Ten surface parking stalls were added to address guest parking.

The mixed use building is five stories, a height of 55 feet with a flat roof. Code allows the height to be above the required 35 feet if firefighting capabilities of the Fire Department are not exceeded; and if an additional foot of setback is provided for every foot of height over 35 feet. The required setback from the north lot line is 50 feet; 78.2 feet is proposed, which exceeds Code requirements. Deviations are requested for the required setbacks from Rice Street, County Road E and the new lot line for Lot 1. The required setback from Rice Street is 60 feet; 41 feet is proposed. The required setback from County Road E is 50 feet; 32 feet is proposed. The rear property line to the west requires a setback of 50 feet; 14 feet is proposed. The townhome setbacks required are 30 feet from County Road E, 30 feet from Rustic Place and 10 feet from the east lot line. The proposed setbacks are 32.4 feet from County Road E, 25.4 feet from Rustic Place, 23 feet from the east lot line and 75.6 feet from the north property line. A landscaping buffer is planned along the north lot line to screen the development from the residential properties to the north. Staff finds that reduced setbacks adjacent to the roadways will not impact adjoining land uses.

Visual impact is mitigated with a flat roof design and placement of the mixed use building at the southeast corner of the site. Green space and landscaping is shown as a buffer to the single-family homes to the north. Shadow cast will cross the north property line during the winter months, but there is no shadow cast during the majority of daylight hours. City regulations do not address shadow cast caused by development.

The current land use designation in the Comprehensive Plan for this property is C, Commercial and O, Office. This property is also located in Policy Development Area (PDA #18, Rice Street Crossings).

An amendment is needed to change the land use to Mixed Use, MU. The density of 45 units per acre is allowed in Mixed Use; 36.6 units per acre are proposed.

The property at 157 County Road E is zoned C2, Commercial; the proposal is for Mixed Use (MU). The property at 185 County Road E, 3521 Rice Street and 3500 Rustic Place are zoned R1, Detached Residential. The proposed zoning is Planned Unit Development (PUD).

Public comments have been taken by the Planning Commission. Continued concerns are being expressed by residents regarding land use compatibility, density, public safety, traffic, visual impact, market viability, architectural design/scale and environmental impacts.

Staff supports the development proposal and finds that it is consistent with the City's planning studies and will provide needed housing opportunities. The mixture of uses proposed will serve as a transition between the arterial road network of I-694 and commercial land uses to the single-family residential neighborhood. The site design mitigates impacts through building placement, green/open spaces and landscaping. Staff is recommending Council approval of the applications.

Planning Commissioner Steve Solomonson stated that the Planning Commission considered this proposal three times. He noted that the plan presented at the Concept Stage was a very different design that was not supported by the Planning Commission. In response, the developer added the townhomes and moved the Mixed Use building away from the residential neighborhood to the north. The Planning Commission sees this proposal as a good transition from residential to a busy commercial corridor. It also replaces a blighted area. The changes made to parking addressed the concerns of the Commission. Commissioners noted a need for a trail connection to other trails and parks in the City.

Mr. Mike Mergens, Co-Owner Elevage Development Group; and **Mr. Aaron Roseth**, ESG Architects, were present. **Mr. Mergens** stated that a lot of time was spent reading the City's Comprehensive Plan to understand what could be developed on this site. The revisions that have been made meet long-term City goals and mitigate impacts for the short term while keeping core components for the development to be viable.

Mr. Roseth highlighted key design features of the proposal. Density is not at the maximum allowed. The mixed use building has been pulled back to hug the corner of Rice Street and County Road E. The site now has a network of sidewalks throughout that can be linked in any direction to other trails. The porches on the townhomes and the porch features on the ground level of the mixed use building create interaction with the sidewalk connections and neighbors. There will be benches and a possible dog park. The specific target market is for those who fit a high rent profile.

Councilmember Wickstrom stated that the brick exterior is a big improvement. She referenced a letter from Elevage, dated February 10, 2016. On page 3, it states, "Under Minnesota statutes for the metropolitan area, the comp plan guiding controls over the zoning in the case of any conflict. Legally, that means any property owner of the two residential homes along County Road E are entitled to have those homes rezoned to C2." She asked if that also means the property to the north. **Mr. Mergens** responded that the property to the north is not guided to commercial as are the two properties to the west. Councilmember Wickstrom clarified that the two properties can be rezoned to commercial at the request of Elevage because they own them. **Mr. Mergens** answered that is correct. Councilmember

Wickstrom stated that if this project does not move forward, then the property would be commercial and any commercial land use that fits City code could be developed on that property. **Mr. Mergens** acknowledged that to be true, but stated that Elevage is committed to the proposed project as the right plan for this property.

Councilmember Johnson asked about the dog park and whether residents on Rustic Place would be able to use it. **Mr. Roseth** stated that it is an amenity they would like to integrate into the project. **Mr. Mergens** added that there is no intent of keeping public areas, green spaces and sidewalks exclusive. However, as privately owned property, the right is reserved to ask anyone to leave who is not behaving appropriately.

Councilmember Springhorn stated that he does not want to belabor the point but there are other similar developments that are economically viable with four stories. He would like to know the reason this building cannot be lowered to four stories. **Mr. Mergens** explained that modern apartment buildings are much different than old apartment buildings. New apartments are amenity rich with higher costs. He analyzed all suburban apartment buildings built in the last two years to make sure this proposal is competitive. This project has a high land cost because of the premium price for the adjacent residential property. Then there is the added cost of converting that property to mixed use. This project has a lot of open/green space which also costs money. The cost and revenues generated have to be justified to investors. The finances would not work if the number of units were reduced further. If the building were lowered to four stories, it would be pushed out further to accommodate the number of units, which would reduce the setback to the neighborhood and reduce green space. The height is pushed up against the freeway as far from the residential neighborhood as possible. **Mr. Roseth** added that to respond to the Planning Commission, parking spaces had to be added. As much as possible they were added underground, but some surface parking was added, which is a loss of green space. The proof of parking required is further loss of green space.

Mayor Martin opened the meeting to public comment.

Mr. Mark Kaspszak, 3628 Rustic Place, stated that he is a police officer for 21 years. This development will double the number of people in the Rustic Place neighborhood. That will change the essential character of the neighborhood. The call load to the Sheriff's Department, Fire Department and ambulance service will increase. Criminals who look at this parking lot will see it as the perfect location to break into cars. It is hidden from the main thoroughfares with one access. With the freeway so close, criminals can be very far within minutes. Although traffic studies done, there are approximately 20 children in the neighborhood from elementary to middle school age. The only place for children to play is in yards or in the street because there is no access to a public park. Another safety issue is the proximity of the corner of the mixed use building to the corner of County Road E and Rice Street. It is only a matter of time before there is a car crash into whatever business is in the building at that corner.

Ms. Janice Bunde, 3681 Rustic Place, stated that she represents the Rustic Place, Rice Street, Cardigan Junction neighborhood. There have been emails, letters, phone calls and conversations expressing concerns about the Elevage proposal, which will impact each resident in the neighborhood individually as well as the neighborhood as a whole. In trying to look at the proposal from the City's perspective, residents identified three assets: 1) removing what has been identified as a blighted area; 2) increasing the tax base; and 3) bringing in younger residents who might be attracted to Shoreview and become

homeowners. If this project goes through, will it preserve core values of Shoreview to preserve neighborhoods? Will it preserve and protect the natural environment? Will removal of oak trees spread oak wilt to neighboring yards? Will Shoreview be able to maintain good relations with neighboring communities when area residents resent the traffic tie ups this development will cause? This is an established neighborhood with a history, with tree-lined streets where residents take pride in their homes. The neighborhood has low crime and is family friendly. City Council and Planning Commission members have requested changes in height, density and parking. Yet these requests have either been dismissed or changes were made that have not resolved the issues. Safety, security, privacy and quality of life will be forever changed. Lowering the height of the mixed use building and removing the townhomes are needed to resolve parking and density issues. These changes would lessen the impact to the neighborhood and reduce the issues of security and privacy. The apartment building and 14 townhomes may be what is needed by the City, but not on a 4.2 acre site at Rice Street and County Road E. Lakeview Terrace is 45% vacant with a walk score of 31 out of 100. This site has no access to walks or biking trails, lakes or parks, and there are no guarantees for future access. Five years from now looking back, what will have been gained compared to what the neighborhood lost? The Mayor published the State of the City address in the March/April 2016 issue of the ShoreViews newsletter, announcing Elevage's comprehensive proposal. Has it been a waste of time for the neighborhood to express its' concerns? Neighbors are dismayed to have the plan published before a decision was made by the Council. This rezoning will assure that other neighborhoods in Shoreview will experience the same frustration as the Rustic Place neighborhood with this development. The decision will not affect Councilmembers, but it will for all residents of the Rustic Place/Rice Street/Cardigan Junction neighborhood. The Council is urged to vote no.

Mr. Tom Johnson, 3527 Rice Street, stated that his property will take the brunt of impact as it is immediately adjacent to the north. His biggest concern is loss of privacy. There will be 70 households with a direct view into his home and yard. There will also be a 76-space well lit parking lot and walking path on the property line. The function of his front yard is to screen his home from Rice Street. He and his family have had complete privacy in the back yard. The view from his family room will be a view of the building and parking lot and the view from the mixed use building will be into his home. The primary screening is shown with 13 spruce trees. In consulting with a forester at the University of Minnesota and a landscape architect, he learned that after 18 months the trees will be 10 feet tall. In 10 years' time, screening will be approximately 50%. In 20 years, screening will be effective. There needs to be a solution. The solution suggested to him is to double the number of trees, double the size tree planted, and plant trees in staggered rows so the crowns overlap. That would be effective almost immediately. Another alternative would be a 6-foot berm with a 6-foot fence on top. A home next to a five-story building was unforeseen with the current fencing regulations. He would ask the Council not to approve this project until there is a mutually agreeable plan for screening. What is proposed now is ineffective and unacceptable.

Mr. Curtis Leavitt, 3636 Rustic Place, stated that he taught surveying at St. Paul College and has operated his own surveying company. He stated that the shadow effect will not only be in December but also in November, January and part of February. His calculations show that the shadow will be approximately two hours at sunrise. That is 100 days, 200 hours of lost sun.

Mayor Martin responded that the City has no control over the shadow cast.

Mr. David Gordh, 3646 Rustic Place, stated that the plan does not work because it is not known what kind of residents will be renting these places. There is no outdoor activity for younger people. Seniors in the suburbs, even if moving to an apartment, continue to be active outside. Seniors will not use the swimming pool. There is no gardening area or activities provided for seniors. There is no place for children to play on the site and no access to parks. Children will play in the parking lot because it is the only flat area. He would like to see a new concept based on a commercial development.

Mr. Josh Wing, 171 Bridge Street, Chair of the Economic Development Commission, stated that he is excited to see a blighted property get the attention it deserves. The proposed development will benefit the community and surrounding businesses by bringing new, modern residential opportunities to Shoreview. It will be a recruiting tool for the City because people want to live and work in the same communities. It is finally about a continuing investment in modern infrastructure and a modern, attractive gateway to Shoreview.

Ms. Dody LeGault, 3546 Rustic Place, stated that the development should not be a win for the City and a loss for the neighborhood. For years, the City ignored Code violations on this site. There was a dirt driveway off Rice Street that was illegal. There was a metal storage pole barn where semi trucks would park. There was a broken glass greenhouse. For years, an RV was parked on the street overnight. These conditions led to the blight of the strip mall. Residents have considered long and hard and could find no asset to this proposal for the neighborhood. She strongly urged Councilmembers to vote no to this proposal.

Mr. Jonathan Weinhagen, Vice President, St. Paul Area Chamber of Commerce, 401 Robert Street, stated that since the Planning Commission action, he has had the opportunity to speak to many people involved with designing and building the new Rice Street bridge who are very excited to see this type of project. He urged the Council to consider the broader implications and opportunities that this development will bring to the future. The Chamber of Commerce supports this project and he urged the Council to support it.

Ms. Becky Hoschouer, 3562 Rice Street, stated that a restaurant was planned but now seems to be lost. Elevage has stated there would be a 51-seat restaurant, but now it will be larger. She would like to know how large the restaurant will be. She is concerned about the restaurant roof patio and sound issues. She agreed with the resident who suggested a berm with a 6-foot privacy fence as screening for the residential properties to the north. It would not require much upkeep. A lot of money is being invested, and it would not take much more to put in mature trees.

Dr. Elsa Keeler, 209 St. Marie Street, stated that public health is what is done as a society to promote a healthy life. The greatest impact to health comes from where people live, where they work and where they learn. Conditions of these social determinants of health impact life expectancy and quality of life far more than what happens in the doctor's office. One in four people over age 20 in Shoreview are obese and 8% of those have been diagnosed with an obesity related illness. Close to 23% of residents over age 65 have one or more disabilities. City government has a significant role in aligning a healthy vision with an economic vision. She commended the City for recent developments that have been built within short distances of parks, but this one is completely landlocked. Health officials recommend a walkable destination within a quarter mile that is greater than one-half acre, especially for high density

residential housing. She highly encouraged the Council to consider possible ways to link the neighborhood to public places that would be a safe walk or bike opportunity.

Council Discussion

Mayor Martin stated that many important points have been expressed. It needs to be understood that the City has no authority to deny a project based on the shadow cast issue. SummerHouse is only five feet shorter than the proposed development. It is almost the same distance from the residential homes to the north. While it is only a three-story building, it has a peaked roof at a 47-foot height. One former Planning Commissioner lives near the building and although not present, would say there have not been any major negative impacts. While the parking lot security is a concern for this proposal, tenants will be observant of what is happening. She sees the most important issue as the setback of the apartment building from the residential neighborhood to the north. That setback has been increased considerably. The neighborhood should feel they have had a profound impact on this development because of the changes that have been made. Although this may not be the project the neighborhood would like to see, it has changed because of the attendance and comment from neighbors. One concern is screening for the Johnson property. She would like assurances from the developer that there will be adequate screening, and possibly a berm with a fence. The trees proposed or more trees will not take care of that problem. She would like to make a condition of approval for more screening for Mr. Johnson's property. **Mr. Mergens** stated that Elevage is happy to work with staff and Mr. Johnson to figure out the number of trees needed and their size. A fence or berm can also be considered. If the decision is a fence, Elevage will build it, but he believes trees are a better option.

Councilmember Quigley stated that the site is difficult with full development to the north, water to the east, commercial to the south as well as a major freeway and railroad tracks. The City has focused on the site for a long time. It has been in a Policy Development Area of the Comprehensive Plan for a long time. The City's Corridor Study included this site. Information has been provided on the renter market for that area. The plan has been reviewed by staff, the Planning Commission, the Economic Development Commission, and the Economic Development Authority. Alterations have been made in response to all the input on this development. The City has no option to make sure the project is profitable for the developer, but the City does want to see the project be successful and add value on the whole. The neighborhood has been fortunate with its enclave status, but Rice Street is going to be busier and busier. This site is a gateway for Shoreview. The shadow effect is a hard issue and is significant, but there will be development on the site. With what the ordinances allow, there could be a much less desired development than this one.

Councilmember Johnson stated that it is clear the residents in this neighborhood have passion. It is evident in the organization of the neighborhood and is a key factor that makes community. She looks at this application in comparison to what could go on the site. That blighted gateway corner has been sitting for an extended period of time. Her concern is about Rice Street pedestrians' safety. Much of that issue has been put on the City, but Ramsey County has as much an obligation as the City. If a neighborhood needs a park and a trail, Ramsey County has an obligation as well as the City. This parcel has been on the EDA Work Plan for several years. This will change the neighborhood. The developer has taken into consideration many of the requests by residents and the City. It will not be perfect, but she would prefer to see housing rather than what is allowed by current zoning. The millennial generation that this development will attract often prefers not to drive. They are more interested in

transit than owning a car. **Mr. Mergens** stated that contact has been made with some of the shared car services to explore that option.

Mayor Martin responded to Dr. Keeler's health concerns and noted that the City would not have approved any development in the City if there were a stipulation for trails. Trails came later. This project could have direct access to Lake Owasso and to Snail Lake Park once the Rice Street bridge is reconstructed. Unfortunately, when County Road E was improved, the County did not include a trail to the Twin Lakes in Vadnais Heights, which is only one-half mile away. The City will be talking to the County about such a trail. The City cannot deny this application because there are no trail connections. There are no hidden plans on the part of the City. Everything the City is going to buy or pay for in the next 50 years is laid out in the Capital Improvement Plan. There is no intent to disrupt the neighborhood. Absolutely, this development will have an impact on the neighborhood, but the Council represents the owner of this property as well as the neighborhood. A great deal of money has been invested in purchase of this property. The properties that were purchased on the west have been long-time Code issues. It is a benefit that those properties are being incorporated into this plan. There are no facts that support this being a negative impact on individual lives. She related her own personal experience living next to Lake Shore Oaks, of 987 apartments. She was not happy to see that development, but traffic has not been a problem. Her neighbors are not a problem, and she has lived in her home 47 years.

Mayor Martin responded to Mr. Gord's concerns about the types of renters who will choose this place to live. The City has been told that this building will attract young professionals. There will be few families and few seniors. Those who want a play area will not rent here. It is a different concept but one the market study has indicated is a type of housing that is needed. She asked for further information on the restaurant. **Mr. Mergens** responded that there is 6800 square feet of retail. Tentatively 4200 square feet is allocated for a restaurant, approximately 80 seats. There is no rooftop patio.

In regard to the concern about on-street parking, Mayor Martin noted that no one is allowed to park on City streets from 2:00 a.m. to 6:00 a.m. That protects many people. If there is a problem with parking, the City will stripe the street for parking on one side only. The Development Agreement stipulates that there will be no parking on County Road E or Rustic Place during construction.

Councilmember Springhorn stated this project is supported by staff, by the Economic Development Commission, the Planning Commission and the St. Paul Area Chamber of Commerce. Yet dozens of residents have pleaded for this project to be denied. He sees the impact to St. Marie and further north as minimal. In regard to police calls, he contacted the Sheriff's Department to ask about sports bar calls in the past year. There have been 12 calls to Mad Jack's and 7 to Sac's Sports Bar, both in Vadnais Heights. They are bigger than what would probably be located on this site. There have been two calls from Meister's in Shoreview, which is closer in size to what would be brought here. There have been 13 calls to the current strip mall. That is not a bad tradeoff. The closest residences will be the most impacted, and he cannot say there won't be a significant adverse impact. He came prepared to not support the proposal and during the meeting has changed his mind back and forth. There is a risk that to require four stories may mean that Elevage would sell to someone else. He does not want to take that chance. He would like to see more and better screening. He will support the project in an effort to be part of making it better as it moves toward the Final Plat.

Councilmember Wickstrom stated she shares other Councilmembers' feelings on the impact of this development to the neighborhood. In response to residents' concerns about tenants looking down into the residential neighborhood, it is her experience that tenants do not spend a lot of time on the balconies. She noted that 29 trees are shown where Mr. Johnson referred to 13. She would like to see a mix of deciduous trees and conifers. Deciduous trees will have a bigger canopy and provide more privacy during the summer months. In her townhouse development, coniferous trees were planted 25 years ago and have become overgrown and need to be replaced. She expressed her support for the project with a condition that further work be done on landscaping, including a fence. The problem with a trail is that it has to wait until the Rice Street bridge is done. The County is putting a trail from County Road J to County Road B, but the work is being done in segments. Until the County comes to this segment, residents will have to deal with the trail situation. Councilmember Wickstrom expressed her appreciation for using cisterns on the flat roof to catch water. She asked if there is any opportunity to use pervious pavement. **Mr. Mergens** stated that pervious pavement has been considered. However, because of the large amount of pervious area already, 37%, it would not make sense to address the special issues that go with using pervious pavement.

Councilmember Wickstrom asked about using solar panels, whether the building will be non-smoking, whether there is a sprinkling system and if the underground parking garage will have space for bike storage. **Mr. Mergens** stated that solar panels have not been considered, but he would be willing to explore grant options and whether using them would be a possibility. He expects the building will be smoke-free. Residents will expect that hallways and common areas will be smoke-free, and he does not want to have to clean apartments with smoke when tenants move out. The building will have a sprinkling system as required by Code. Bike storage is an important amenity. It will be important to provide underground bike storage.

Councilmember Wickstrom stated that one of the reasons Shoreview does not have a lot of transit options is because there is not a lot of high density development. This project could help improve transit to Shoreview because this development has the potential to increase the number of riders from Shoreview. As people become older, transit becomes more important for the future. In looking at other cities' requirements, she believes the City's parking ratio requirements are out of line. Before looking at the proposal, she did her own calculation for parking and arrived at close to the same number proposed. Target and Rainbow were required to provide huge parking areas that were never filled. If there is too much parking, there is more impervious surface and less green space. While this will be a big impact to the neighborhood, she also prefers to see residential than commercial development. If a commercial development were built, it would not be what is now there. It would be very intense and could be far worse.

MOTION: by Councilmember Quigley, seconded by Councilmember Wickstrom to adopt Resolution 16-15 approving the Comprehensive Plan Amendment and Ordinance #941 approving the Rezoning and the Preliminary Plat and Planned Unit Development - Development Stage for Elevage Development Group, LLC/Elevage Shoreview Holdings, LLC (EDG) to redevelop the following properties: 157 County Road E, 185 County Road E, 3521 Rice Street and 3500 Rustic Place with a mixed use residential and commercial development, and including the added condition No. 11 under Planned Unit Development - Development Stage.

Comprehensive Plan Amendment

1. The amendment changes the land use designation from C, Commercial/O, Office and RL, Low Density Residential to MU, Mixed Use.
2. Review and approval of the amendment by the Metropolitan Council.
3. The amendment will not be effective until the City grants approval of the Final Plat and PUD - Final Stage requests and the development agreements are executed.

Rezoning (Councilmember Quigley stated this is Revised - please check this is the revised language.)

1. This approval rezones the property from C2, General Commercial and R1, Detached Residential to PUD, Planned Unit Development.
2. The underlying zoning district for this PUD is: Lot 1 – R2, Attached Residential, Lot 2- R3, Multi-Dwelling Residential for the apartment units and C1, Retail Service for the commercial
3. Rezoning is not effective until approvals are received for the Final Plat, PUD - Final Stage and development agreements executed.

Preliminary Plat

1. A public use dedication fee shall be submitted as required by ordinance prior to release of the final plat by the City.
2. The final plat shall include drainage and utility easements along the property lines. Drainage and utility easements along the roadways shall be 10' wide and along the side lot lines these easements shall be 5' wide. Other easements shall be dedicated as required by the Public Works Director.
3. Private agreements shall be secured between the parcels in the subdivision regarding the maintenance of shared facilities. Said agreements shall be submitted to the City Attorney for review and approval prior to the City's release of the Final Plat.
4. Comments received from the State of Minnesota and Ramsey County shall be addressed in the Final Plat submittal.
5. The Final Plat shall be submitted to the City for approval with the Final Stage PUD application.

Planned Unit Development – Development Stage

1. This approval permits the redevelopment of 157 County Road E, 185 County Road E, 3521 Rice Street and 3500 Rustic Place with a mixed use development consisting of a 5-story building that has 134 market rate apartment units and 6,800 square feet of commercial space on the first floor. Fourteen townhomes are also planned.
2. Access to the site shall be provided via the driveways off County Road E and Rustic Place as indicated in the approved plans. Access from Rustic Place may be modified provided the requirements of the Fire Department are met.
3. The items identified in the City Engineer's memo dated January 20th shall be addressed in the Final PUD submittal.
4. The items identified by the Fire Marshall in his letter dated January 11th shall be addressed in the Final PUD submittal.
5. Approval of the final grading, drainage, utility, and erosion control plans by the Public Works Director is required, prior to submittal to the City of applications for Final Plat and PUD – Final Stage. Final plans shall identify site construction limits and the treatment of work (i.e. driveways, parking areas, grading, etc.) at the periphery of these construction limits.
6. The developer shall secure a permit from the Ramsey Washington Metro Watershed District prior to commencing any grading on the property.

7. The proposed apartment housing structure shall be of a 5-story design as depicted on the plans submitted with this application. Said building shall include the architectural enhancements and high-quality building materials as identified. The structure shall not exceed the 55-foot height as identified in this report and on the submitted plans.
8. A financial contribution to the City's Forestry fund is required since the number of required tree replacements cannot be accommodated on the development site.
9. The applicant is required to enter into a Site Development Agreement and Erosion Control Agreement with the City. Said agreements shall be executed prior to the issuance of any permits for this project. The Development Agreement shall address:
 - a. Construction management and nuisances that may occur during the construction process, including parking for contractors. No parking is permitted on Rustic Place, County Road E and Rice Street.
 - b. Best Management Practices for Water Quality improvement
 - c. Landscape maintenance
 - d. Maintenance of stormwater management facilities
10. This approval shall expire after two months if the Planned Unit Development - Final Stage application has not been submitted for City review and approval, as per Section 203.060 (C)(6).
11. Develop a plan for additional landscape screening.

This approval is based on the following findings:

1. The proposed Comprehensive Plan Amendment supports the policies stated in the Comprehensive Plan related to land use, housing and redevelopment.
2. The proposed redevelopment plan carries out the recommendations as set forth in the Housing Action Plan and expands life-cycle and housing choice in the City.
3. The proposed redevelopment plan is consistent with the recommendations as set forth in the Highway Corridors Transition Study.
4. The land use change and rezoning for a mixed use development that is primarily residential will not adversely impact the planned land use of the surrounding property.
5. The proposal will not impede or otherwise conflict with the planned use of adjoining property.

Discussion:

Mayor Martin stated that she knows the neighborhood will be disappointed with this decision. It is not that the City has not listened to residents but disagrees with the assessment of impact. There is going to be change. The neighborhood knows this. There will be disruption during construction. The Council knows that. One positive is that this building could serve as a sound barrier for Rustic Place to the noise from I-694.

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

ADJOURNMENT

MOTION: by Councilmember Johnson, seconded by Councilmember Quigley to adjourn the meeting at 10:10 p.m.

VOTE: Ayes - 5 Nays - 0

Mayor Martin declared the meeting adjourned.

THESE MINUTES APPROVED BY COUNCIL ON THE ___ DAY OF _____ 2016.

Tom Simonson
Acting City Manager

**PUBLIC SAFETY COMMITTEE
JANUARY 20, 2016
SHOREVIEW CITY HALL**

MINUTES

CALL TO ORDER

The Public Safety meeting was called to order at 7:00 p.m. by Chair Jorgen Nelson.

ROLL CALL

Those in attendance were Committee members Treverse Guess, Henry Halvorson, Jorgen Nelson, Marc Pelletier, Gil Schroepfer, Nicole Hertel, Ed Powlinski.

Members Absent: Colleen Norell

Others Present: City Manager Terry Schwerm; Brent Baker (Allina); Fire Chief Tim Boehlke (Lake Johanna Fire Department); Crime Prevention Deputy Tim Schwab (Ramsey County Sheriff's Department); Public Works Superintendent Dan Curley (Emergency Management).

APPROVAL OF MINUTES

Pelletier moved, seconded by Schroepfer, approval of the September 17, 2015 Public Safety Committee minutes. Motion was unanimously adopted.

CITIZENS' COMMENTS

None

REPORTS

- A.** Allina – Brent Baker reviewed some 2015 data with the committee. He indicated that there were 1382 calls (3.8 per day) in Shoreview in 2015. He noted that 962 of the calls were considered emergency calls requiring lights and siren. The average response time to these calls was 8:03. Brent also stated that they would be taking part in an active shooter drill with the Army. He responded to committee questions regarding the new ambulance design and indicates that the new design will be put in use soon. He also indicated that the crews like the new base station in Shoreview.
- B.** Fire Department – Fire Chief Boehlke reported that the Department has started to look at closing Station 1 in Arden Hills in 2017 and selling the property. This station is not essential to serving the three communities now that shift crews are in place at all times. He also noted that the Department had applied for a FEMA grant to fund new fitness equipment and wellness program within the Department.

The Department will be signing onto two joint powers agreements. The first agreement is for the East Metro Fire Training facility and the second agreement is for closest unit response. This would allow County dispatch to send the closest fire unit to emergency situations.

Boehlke also revised the Department's Annual Report and year end synopsis. In 2015, there were 2874 total calls with about 75% of the calls being medical calls. In Shoreview, there were about 1450 calls. Response times to emergency calls in Shoreview averaged 5:03. Total fire loss for the year was about \$1.75 million. The Department currently has about 75 firefighters.

The Department will be participating in an active shooter drill with the Army Resource Center and National Guard on April 1. Boehlke responded to committee questions about the Department's operating procedures when responding to more than one emergency. He noted that each emergency situation has different sets of circumstances and often times the officer in charge needs to use their best judgment in terms of how best to prioritize multiple emergency calls at the same time.

- C.** Sheriff's Department - Crime Prevention Deputy – Schwerm introduced Tim Schwab who is now serving as the new crime prevention deputy for the Sheriff's Department. Tim introduced himself and indicated that he actually grew up in the White Bear Lake/White Bear Township area. He started his career as a police officer for the City of Dallas, but moved back to work for the Sheriff's Department. Most recently he worked in the narcotics unit. He is excited about the Crime Prevention position. In this new role, he coordinated the Department's efforts to respond to a large number of package thefts that were being reported around the Christmas holiday season. He discussed that as part of this detail they were able to apprehend a group that had been doing a great deal of mail theft in the Twin Cities area. The Committee had several questions regarding the package theft detail.
- D.** Emergency Management – Public Works Superintendent Dan Curley indicated that he recently had received his emergency management certificate from the State. He also noted that he is currently working on updating the continuity of the operating plan in the event of an emergency.

NEW BUSINESS

Appointment of Chair – Guess moved, seconded by Povlinksy that Jorgen Nelson be appointed as Chair of the Committee for 2016. Motion was adopted 7-0.

Appointment of Vice Chair – Halvorson moved, seconded by Pelletier that Ted Guess be appointed as Vice Chair for 2016. Motion was adopted 7-0.

LIAISON REPORT

None

ADJOURNMENT

Schroepfer moved, seconded by Pelletier, that the meeting be adjourned at 8:40 pm.

**HUMAN RIGHTS COMMISSION
DRAFT MEETING MINUTES
February 22, 2016**

CALL TO ORDER

Co-Chair Johnson called the meeting to order at 7:00 p.m. with the following members present:

Present:

Richard Bokovoy
Elaine Carnahan
Sunny Chen
Sabrina Chu
Mark Hodkinson
Mary Johnson
Julie B. Williams

Excused:

Gene Nichols
Lisa Wedell Ueki
Samuel Abdullai

Also present was Rebecca Olson, Assistant to the City Manager.

APPROVAL OF MINUTES

Commissioner Williams indicated that the minutes from January 27, 2016 should reflect that we did not receive a gift certificate from Ace Hardware this year for the poster contest winner. It should also reflect that poster contest prize winners also received a gift certificate from National Karate for free lessons.

Commissioner Williams Moved that the Minutes of January 27, 2016 be approved with those changes. Commissioner Chen seconded the motion. The motion was adopted unanimously and the minutes were approved as amended.

ESSAY CONTEST

Ms. Olson indicated that two essays were received for the 2016 Essay Contest. Ms. Olson had sent out the essays to the commissioners via email so those who were unable to attend had an opportunity to weigh in on their choice.

The group discussed the lack of participation in the essay contest. Ms. Olson mentioned that in speaking with the Roseville HRC staff liaison, they had decided to not use the state League of Human Right's question this year, but instead designed their own. They had a large number of entries that were submitted. Commissioner Hodkinson asked that in advance of next year's essay contest, the Commission discuss whether it would be beneficial to create their own question and thus allow more control over content and eligibility.

The Commission also decided that for next year it would be good practice to include a disclaimer that reserves the right of the Commission to not award a prize if necessary.

Commissioner Hodkinson moved that Diana Cagigas' essay be awarded first place and 2nd place go to Cindy Candela-Gonzaga. Commissioner Williams seconded the motion. The motion was adopted. (Commissioner Abdullai and Nichols both submitted their votes via email)

ACTION PLANNING for 2016

Ms. Olson outlined what the group had come up with as topics they would like to focus on in 2016 as determined at the goal setting session. The top items were:

- Police/Community Relations
- Cultural Integration
- Religious Discrimination

The group discussed what actions they could take to achieve these goals throughout the year. They decided on the following actions for 2016:

1. **Mounds View Cultural Fair:** Reach out to the Mounds View schools regarding their annual Cultural Fair. There was interest in partnering in some way on this event.
 - a. The following HRC members will be responsible for reaching out and making contact and/or working on a partnership: **Elaine Carnahan, Mark Hodkinson, Sunny Chen.**
2. **Churches:** Reach out to churches to see what issues they may be facing in their congregations and what they are currently doing. One of the goals was to leverage what is currently being done in the community rather than trying to duplicate efforts.
 - a. The following HRC members will be responsible for reaching out: **Mark Hodkinson** will contact Incarnation Church initially.
3. **Roseville Human Rights Commission:** Work with other local HRCs to partner on events, speakers, etc., and find out what they are currently doing.
 - a. The following HRC members will be responsible for initiating contact with the Roseville HRC: **Lisa Wedell Ueki**
4. **Shoreview Park & Rec:** work with the City of Shoreview to incorporate diversity into the Concert in the Commons program.
 - a. **Rebecca** will be responsible for working with the appropriate staff to bring this issue up.
5. **Theatrical Company:** Reach out to existing theatrical company who has performed on topics relevant to the HRC mission.
 - a. The following HRC member will be responsible for reaching out to the theatrical company: **Elaine Carnahan**

The Commission also would like to continue to think of an event that would be fun and unique (similar to what has been done in the past for a Community Dialogue but in a different format).

OTHER

Ms. Olson stated that Commissioner Wedell Ueki was unable to attend the meeting tonight but wanted to gauge the Commission's interest in supporting a public showing of a documentary film with the Harriet G Walker DAR Chapter and Ramsey County Library on Inez Mulholland. Both the League of Women Voters (Roseville, Maplewood & Falcon Heights) and the Roseville Human Rights Commission will be discussing it as well.

Ms. Olson stated she would send out an email on this since several members were absent.

ADJOURNMENT

There being no further business before the Commission, Commissioner Williams moved to adjourn. Commissioner Chu seconded the motion. The motion was approved unanimously. The meeting adjourned at 8:30 p.m.

REPORT ON CITY COUNCIL ACTIONS

City Planner Kathleen Castle reported that the City Council did approve the Comprehensive Plan Amendment, rezoning, preliminary plat and Planned Unit Development (PUD) - Development Stage for Kowalski Companies, Inc. to redevelop the former Rainbow site at the corner of Highways 49 and 96. The Development Agreement will address truck idling that was discussed by the Planning Commission.

OLD BUSINESS

COMPREHENSIVE PLAN AMENDMENT, REZONING, PRELIMINARY PLAT, PLANNED UNIT DEVELOPMENT-DEVELOPMENT STAGE *

FILE NO.: 2602-16-01
APPLICANT: ELEVAGE DEVELOPMENT GROUP, LLC/ELEVAGE SHOREVIEW HOLDINGS, LLC
LOCATION: 3500 RUSTIC PLACE, 185 COUNTY ROAD E, 157 COUNTY ROAD E, AND 3521 RICE STREET.

Presentation by City Planner Kathleen Castle

At the last Planning Commission meeting a public hearing was held and closed. After discussion and review by the Planning Commission, the matter was tabled. The review period for the application was extended from 60 to 120 days. Elevage Development Group was asked to further address parking, building height, visual impact and development intensity and density.

The property consists of approximately 4.2 acres with frontage on Rice Street, Rustic Place and County Road E. There are 3 existing single-family homes and a commercial shopping center. Adjacent land uses are low density residential to the north, commercial to the south and west, and the City of Vadnais Heights immediately to the east.

The proposal is a mixed use building with 134 market rate apartments and 6,800 square feet of commercial space. Both surface and underground parking is provided. Also, 14 townhouses in two buildings will be built west of the mixed use building. Access to the site will be off County Road E and Rustic Place.

The applicant is proposing the following changes:

- Parking for the mixed use building has been increased from 235 stalls to 274 stalls.
- An emergency vehicle lane is provided to address concerns of the Fire Department.
- Additional landscaping is proposed along the north lot line to mitigate impact to the single family homes to the north.
- The townhouse structures have been reduced in size, which increases the setback from the north property line.
- An access driveway is shown off Rustic Place to respond to concerns of access by the Fire Department.

- The grade elevation of the garage floor has been reduced by one foot to address concerns regarding the grade elevation of this development compared to the grade elevation of the single-family homes to the north.

The 274 off-street parking stalls for the mixed use building on Lot 2 include 79 surface parking stalls and 195 underground stalls. There are 233 parking stalls allocated to the residential apartments, and 41 stalls for commercial development. Proof of parking for 8 additional stalls is provided on the north end of the property. The City's Development Code requires 373 stalls, but deviation can occur under the PUD with parking management strategies in place. The site is on a transit line. There is shared parking between the residential and commercial uses. This plan shows 1.7 stalls per unit rather than the required 2.5 stalls per unit. The developer has demonstrated that the ratio of 1.7 is sufficient based on industry trends, the unit mix and the demographic market. Parking was broken down by the number of bedrooms in a unit rather than 2.5 stalls per unit. The one-bedroom units have 1.2 parking stalls; the two-bedroom and three-bedroom units have 2 stalls per unit. Staff surveyed other communities (White Bear Lake, New Brighton, Arden Hills and Eden Prairie) regarding parking ratio requirements and found that Shoreview's requirement of 2.5 stalls is at the high end.

The building is five stories with a height of 55 feet. Code allows this deviation if it does not exceed firefighting capabilities. The Fire Department has indicated no concerns. An additional foot of setback is required for each additional foot of height over 35 feet. The range of other apartment building heights in the City is 42 feet at Lexington Shores to 78.5 feet at Lakeview Terrace.

The setback is in compliance from the north lot line with 78.2 feet, when 50 feet is required. Deviations requested include setbacks from Rice Street and from the townhouses on Lot 1. Deviations include a 32-foot setback from County Road E, when 50 feet are required; 41 feet from the front property line at Rice Street, when 60 feet are required; and 14 feet from the rear property line, when 50 feet are required. A reduction of setbacks along roadways does not impact the adjacent land uses. The orientation and placement of the building towards the intersection will enhance this gateway into Shoreview.

Townhome setbacks are as follows:

- The required setback from County Road E is 30 feet; 33.4 feet is proposed.
- The required setback from Rustic Place is 30 feet; 25.4 feet is proposed. This is the deviation requested.
- The required setback from the east property line is 10 feet; 33 feet is proposed.
- The rear property line which is adjacent to the residential properties to the north has a setback of 73.5 feet.

Staff believes that the reduction of setbacks is mitigated by the increased setback of the townhomes from the north property line and the landscape buffer.

Visual impact is mitigated with the placement of the mixed use structure in the southeast corner of the property. It has a flat roof design. Also, green space and landscaping buffer the northern property line, which is adjacent to existing single-family homes.

A shadow-cast study was done and shows that in late December, shadow will transcend the northern property line but will not cast a shadow on the adjoining home for the majority of daylight hours. There is also a landscaped buffer proposed. The City regulations do not protect properties from shadow cast when development occurs.

In regard to intensity, the land capacity will accommodate the physical improvements, and municipal infrastructure is available to the site. Residential and commercial uses are integrated throughout the site. The traffic study concluded that the proposal will not impact the local/regional transportation system. The problems that exist are due to the need for the Rice Street/I-694 interchange to be reconstructed with a new bridge. Ramsey County agrees with this conclusion. The proposed lot coverage is 61.8%, which is less than the 70% permitted. Intensity of development has been addressed with the mixed use building placement in the southeast corner, compliance with required setbacks from the north property line, underground parking and provision of green/open space.

Allowed density is up to 45 units per acre; the proposal is 33.6 units per acre. Although the site is adjacent to low density residential to the north, it is also adjacent to the interstate arterial roadway and commercial land uses to the south and east. The development pattern in the city generally has higher density land uses adjacent to low density and located on the edge of neighborhoods on arterial roadways. Compared to other high density developments in the City, this proposal would be the highest with 33.6 units per acre. Density in other developments ranges from 13 to 30 units per acre.

The proposal includes a Comprehensive Plan Amendment to change the property to a Mixed Use site. The site is in PDA #18, Rice Street Crossings with a land use designation of C, Commercial and O, Office. This includes office, service, restaurants and retail uses. A Plan Amendment to change the land use designation to Mixed Use, MU.

The City's Highway Corridor Transition Study does look at this site as potential for Mixed Use development rather than office and retail. The Shoreview Housing Action Plan identifies the need for additional rental housing opportunities through redevelopment.

The existing shopping center is zoned C2, General Commercial at 157 County Road E. The properties at 185 County Road E, 3521 Rice Street and 3500 Rustic Place are zoned R1, Detached Residential. The rezoning application seeks to change the district to a PUD, Planned Unit Development.

The public hearing was held and closed at the Planning Commission's January meeting. Notice was again mailed to the Rustic Place neighborhood and Vadnais Heights for this meeting. There are continued concerns regarding land use compatibility, density, public safety, traffic, visual impact, market for this type of product, architectural design and scale, and environmental impacts.

Staff finds that this proposed redevelopment is consistent with the City's planning studies and will provide needed housing opportunities. The mix of uses will provide a transition between the arterial road network, commercial uses and the single-family residential neighborhood to the north. The site design mitigates impacts through building placement, green/open space and landscaping. Staff is recommending the Planning Commission forward a recommendation for approval to the City Council for the March 7, 2016 Council meeting.

Commissioner Ferrington noted that the market study information on occupancy rates for surrounding apartment buildings was not included with the Planning Commission materials for this application. Ms. Castle explained that information was not included because that information should not influence the Planning Commission decision, which should be based on the criteria in the City's Comprehensive Plan and Development Code.

Commissioner Solomonson asked if there is any issue with emergency vehicle access to the site. Ms. Castle stated that there is a 21-foot clearance. The Fire Marshal has expressed no concerns.

Commissioner Solomonson asked where parking would occur if the parking on-site were full.

Commissioner McCool asked the location of the proof of parking stalls and how they would be accessed. Ms. Castle showed the location in the northeast corner of the site with access off Rice Street.

Chair Doan asked for the updated information of the traffic study. Ms. Castle explained that the original study did not include the data for the build scenario. The applicant was notified. The results turned out to be the same as what was reported previously, that there is no significant impact from traffic generated from this development.

Chair Doan opened the meeting to public comment.

Ms. Marcia Figus, 3538 Rustic Place, stated that she is 200 feet from the proposed development. Her house will have a shadow cast as a result of this development. She stated that she speaks on behalf of the residents on Rice Street, Rustic Place, St. Marie and neighbors to the north, south and Vadenais Heights. It is requested that the height of the apartment building be lowered and that the density be reduced. Previous such requests have been made by the City Council once and by the Planning Commission twice. It is requested that there be no balconies on the north and west facing sides. Privacy is a big issue. In view of the incorrect data used in the traffic study, it is a concern that other data may be incorrect and is being used to make this decision. From the beginning, there has been heavy opposition to this development. In the Mayor's State of the City Address, a commitment to certain core values was stated--to build and maintain quality residential neighborhoods. Residents to the north of this site have a quality neighborhood but are lacking confidence in City government.

Mr. Mark Kaspazak, 3628 Rustic Place, referred to Commissioner Ferrington's question regarding the comparables used in the rental housing study. The comparables used were two-, three- and four-story buildings that are 90% full. Boatworks Commons is at 75% occupancy and

Lakeview Terrace (six stories) is at 55% occupancy. This goes against what has been said about needing this housing opportunity in Shoreview. Lakeview Terrace is not full. The density was described as 33.6 units per acre but with the parking stalls, it would be 55 units per acre.

Mr. Pat Foley, 295 Cottage Place, stated that the market data was dismissed. The Comprehensive Plan calls for housing opportunities for young families. There is plenty in Shoreview and more is not needed. He asked where children will play. The site is 200 to 300 yards from a railroad. The railroad yard will be an attractive nuisance for those children. It is also necessary to go walk next to a sharp bend in the railroad bed to get to Grass Lake Park. He believes that sharp bend is vulnerable for a possible derailment.

Mr. Keith Johnson, 3695 Rustic Place, stated that the traffic study performed three simulations. The first was of existing traffic to duplicate the conditions existing today. The study failed to do that because the line of traffic going south in the morning rush hour is described as a length of 236 feet or less. St. Marie Street is over 1000 feet north of the Rice Street/I-694 interchange. It is his experience that traffic backs up well beyond St. Marie in the morning. If there is inclement weather, traffic will back up to the railroad bridge north of I-694. It is difficult to accept that the simulations for the future are valid because the first simulation for existing traffic is inaccurate.

Ms. Kate O'Neal, 3530 Rustic Place, stated that she is working on setting up a meeting with County Commissioners McGuire and Huffman to discuss the traffic study issue. Looking at the Rice Street/County Road E intersection, there is the Elevation proposal for the northwest corner in Shoreview; a future development is planned on the north east corner in Vadnais Heights; and there is a senior building on the southeast corner in Little Canada. There are three buildings of unknown height in three cities on three corners of the same intersection on one road. It is important for the traffic study to address the impacts to the area from all of these developments in the same area.

Mr. Jonathan Weinhagen, Vice President - St. Paul Area Chamber of Commerce, 401 Robert Street, St. Paul, MN. He stated that he also serves on the Economic Development Commission in Shoreview. The Chamber supports this development. The next generation of employment will be based on talent. Shoreview's ability to attract talent to this market will drive the City's ability to attract employers. One of the top three things heard from the business community for the next generation of talent is housing. The next generation of workers are renters by choice. High amenity housing are critical to attract employers. There are 20,000 jobs between I-35W and I-35E. He has shared this development with a number of Human Resource departments in companies in the area. There is great interest in seeing an amenity rich housing opportunity for employees, employees that they compete for with center cities. A letter has been provided that speaks to the Comprehensive Plan. The housing portion of the Comprehensive Plan is a critical in the City's ability to create an economic engine for the community. He strongly urged the Commission to support this project and move it forward.

Mr. David Guard, 3646 Rustic Place, referred to a newspaper article dated February 9, 2016, that applauds the natural amenities so carefully developed in Shoreview. The City cannot allow development to ruin the natural resources. The height of buildings cannot be allowed to rise

above tree canopy and destroy habitat. If the economics of people take over the natural resources, the command of what Shoreview is about will be lost.

Mr. Mike Mergens, Applicant, introduced the Traffic Engineer, Steve Manhart. He stated that work errors were made on the traffic study which have been corrected. The project does not result in any unacceptable operations. The level of service does drop from level C if the project is not built to level D when the project is built. As was noted by the City and members of Ramsey County Public Works, the conflict is between Rice Street and Vadnais Boulevard traffic. The traffic issues are a result of the interchange. When the interchange is reconstructed, it will provide relief.

Mr. Mergens introduced Aaron Roseth and Lucas Mansistine, ESG Architects, to explain the shadow cast impact. **Mr. Roseth** stated that in response to concerns for parking, 10 additional parking stalls have been added for town house visitors since the last meeting. An additional three surface parking stalls were added to the Mixed Use building and eight proof of parking stalls. The underground parking has an additional 31 parking stalls. In looking at trends for this type of market in second tier communities, parking ratios are 1.2 to 1.5 stalls per unit. The goal is one stall per bed. Including the proof of parking, this development is now at 1.8 stalls per unit and 1.3 stalls per bed. Excluding proof of parking, the ratio is 1.74 stalls per unit and 1.26 stalls per bed. These ratios exceed the national and area averages. One of the goals of the City is to increase population. The maximum density permitted by the City or this development is 45 units per acre. This development proposal is 33.6 units per acre.

Mr. Roseth stated that the concern about building height has been addressed by placing the building in the right location of the southeast corner. The density along County Road E and Rice Street is well buffered with coniferous trees. In 1956, I-694 was authorized. From that time it has been clear that development would occur. There is a reason for this amount of density which is to provide housing for the employment opportunities in the area. A four-story U-shape building was considered, but it became bulky on the site that the impact of shadow casting was more significant. The concern regarding the setback of the town houses from Rustic Place has been addressed by increasing the setback to 41.8 feet. The elevation of the town homes was lowered by one foot, which lessens any impact of headlights to the north. The town homes were pulled south by changing their width. Originally, they were 26 feet wide; the width has been reduced to 23 feet. The average rents will range between \$1100 and \$2400 per month. People who live here rent by choice and will respect and take care of their homes.

Mr. Mansistine explained that the main impact of shadow cast to homes to the north is that the majority of the year there is no impact. At the end of December and beginning of January, the shadows will cross the property line for a few hours. The worst shadow impact is for two hours in the morning. **Mr. Roseth** noted that the shadow study does not take into account the trees for screening.

Commission Questions to the Developer

Commissioner Solomonson noted that with 79 surface stalls, 41 are allocated for commercial use and 38 for residential guest use. His concern is how parking will work with commercial entities

that are not integrated. Ms. Castle explained that the ratio of 1.7 stalls is per residential unit. Commissioner Solomonson stated that the only place guests can park would be in those 38 surface stalls. **Mr. Roseth** responded that the property will be managed. Through the management, guests will have to check in and obtain a parking pass. Visitors will also be able to use underground parking stalls. **Mr. Mergens** added that the site will not be posted for commercial or residential parking only.

Commissioner Solomonson emphasized his concern that there is no provision for overflow parking. Without knowing what type of commercial will be on the site, he would prefer to see 2 stalls per unit. This would mean adding 35 stalls and eliminating 17 units to achieve a ratio of 2 stalls per unit. If 17 units were removed, the north side could be tiered to lessen the building height impact to the residential homes to the north.

Commissioner McCool asked the method of allocation for underground parking stalls to units. **Mr. Mergens** stated that stalls will be allocated as 1.25 for one-bedroom units and 2 stalls for two- and three-bedroom units. People who live in the building will have parking underground.

Commissioner McCool asked where the light standards will be placed and whether they will impact the residential properties to the north. **Mr. Roseth** explained that the lights will be kept as low as possible. The intent is for using low light bollards that are part of the City's trail system. The fixtures on the surface lot will be shielded in a way to follow standards of the City. It is also important that the lights provide safety for the residents in the building.

Commissioner McCool asked how close any light standard will be to the residential properties to the north. **Mr. Roseth** stated that lights will be shielded so as not to cast any light behind the pole. That is a standard of the City that will be followed. The photometric analysis shows the light levels. The perimeter of the site shows a light level of 0 foot candles.

Commissioner McCool asked the size of the coniferous trees that will be planted on the north side. **Mr. Mergens** stated that they will be at least two inches in diameter. There are from 36 to 38 trees that will be added to provide additional screening in response to the comments of the last meeting.

Commissioner McCool asked if the balconies facing north toward the residential homes can be moved to face west and eliminate any impact from the higher floors where balconies may be above the tree canopy and loom over the neighborhood. **Mr. Roseth** agreed that moving the balconies can be considered. He noted the massive setback from the building to the property line on that side.

Commissioner McCool asked where families and children go to find recreation. There is the pool, but there a lot of concrete around it. There is not a good sidewalk system for biking and walking. **Mr. Roseth** noted that the apartments in Shoreview do not have the amenities that this project offers. The pool area will be a very social area. There will be barbecue areas, picnic areas, benches, batchi ball courts. There will be a network of sidewalks established. The green space will be park like.

Commissioner McCool asked the location of the nearest park. **Mr. Mergens** answered that it would be on Vadnais Boulevard. He believes there is a trail along that road.

Commissioner Ferrington stated that parking is a concern because this development is landlocked. The reason the Planning Commission agreed to 1.7 parking stalls per unit at Lakeview Terrace is because there is shared parking with the adjacent apartment area that is scheduled to be redeveloped. She commended the work done to provide amenities with this development, but there is no flexibility for parking. She does not believe that Shoreview is well known for access to public transportation that would eliminate the need for two cars in a household. **Mr. Mergens** stated that he believes the parking works is because it is anticipated that the commercial use is likely to be office with little or no parking needs after work hours. There will be shared parking within the site. This allows more than 2 parking stalls per unit. **Mr. Roseth** added that the town homes and apartments will be one homeowners association. There are 10 additional parking stalls added to the townhomes, which brings their ratio to 4.7 stalls per unit. The eight stalls that are proof of parking can easily be added if necessary. All totaled and looking at national trends, parking on this site is adequate.

Chair Doan asked the consequence if there is a shortage of parking with the additional eight spaces built. Would cars have to park on Rustic Place? Ms. Castle stated if there is deficiency in parking, the overflow would occur on Rustic Place. It is approximately 400 feet from the intersection of Rustic Place and County Road E to the building entrance. Chair Doan asked how much parking would be available on Rustic Place and what options would be available to the City to mitigate that problem. **Mr. Roseth** stated that there would be space for 10 parallel parking stalls on Rustic Place in front of the townhomes. **Mr. Mergens** stated that parking is critical. If the retail services are under parked, they will struggle. Other option will be shared cars, car-to-go and zip cars. If there is enough density and the owner is willing to commit to a guaranteed minimum, cars will be available on-site. It is important for tenants to survive, and these options are a potential component of providing adequate parking.

Commissioner Solomonson asked if 9 units were removed on the north side, could the building be tiered? **Mr. Mergens** stated that would remove the most sought after units. The bank will be concerned with debt service ratios and loan to value ratios. The project has to work economically. The project would be difficult to finance if 9 units were removed. **Mr. Roseth** added that although the developer's preference is to maintain as much a park like setting as possible, green space can be taken away for more parking.

Chair Doan asked if there would be a way to tier the building to the north and adding lost units on the southern side. **Mr. Roseth** stated that because of code requirements for stairwell exits, a third stairwell would have to be added for that type of design. It is possible, but he is not sure if it is economically feasible for the development team because rentable square footage would be used to add a stairwell.

Chair Doan noted that the dog park and playground have been removed from the current plan. He asked at what cost those elements were removed. **Mr. Roseth** stated those elements continue to be part of the conversation. He noted that a dog park is one of the most sought after amenities. It is hoped that a small dog park and playground can be incorporated with the trail design.

Chair Doan noted the lack of affordable housing in Shoreview and asked how the decision was made to develop luxury units and whether affordable units could be considered. **Mr. Mergens** stated that a driving factor is comments from the neighborhood and identifying this area as a gateway to the community. It is fortunate that all four properties were secured to design a special development that is above and beyond. That creates a construction cost. Then income is needed to meet those costs. In this case, the cost does not allow for an affordable housing component.

Commissioner McCool noted an area along the trail where there is a 90-degree turn in the northeast corner. He asked if the trail could diagonally cross that corner and create more green space for perhaps a small ball field. **Mr. Roseth** stated that there has been an effort to preserve mature trees that are in that area, but that idea is a possibility and could open up more green space. He noted that the additional proof of parking is in that area. Parking is the most important component for the developer. It has to be done right.. He noted that more green space could be made into as much as 15 more parking spaces if needed.

Commissioner Ferrington asked if the area along Rustic Place directly adjacent to the townhomes could be bumped out to create overflow parking. Ms. Castle responded that the developer proposed that feature, but after review, the Public Works Director was not supportive. There are concerns about how such a bump out would interfere with existing infrastructure along Rustic Place.

Commission Discussion

Commissioner Solomonson stated that he continues to prefer fewer units but is more comfortable with the additional parking now provided and shown for the future if needed. He would support the project as presented. The traffic study shows no impact. The density is allowed by code. The height of the building will fit in this area with this property as a transition from I-694. He is concerned about the type of commercial business that will be located on the site and any overflow traffic. It would be better if the City had plans for the new bridge on Rice Street over I-694 and consideration of a new pedestrian bridge. That would provide pedestrian access to the Lake Owasso area which would go around the railroad and not be on Rice Street. It is his hope that pedestrian bridge continue to be considered with the Rice Street bridge plans.

Commissioner Ferrington stated that the concerns expressed by the Commission at the last meeting were about parking, building height, density and overall site design. She is reasonably satisfied that there is potential for sufficient parking should it be necessary to take away green space. The design has many amenities that are not present in other Shoreview developments. She is concerned about height, but this is a transitional property. There was the same concern with Lakeview Terrace, but now that building is completed and is not unsightly. It is her hope the same will happen with this building. She also would prefer fewer units, but Mixed Use development is the right use for this property in Shoreview.

Commissioner McCool stated that the Comprehensive Plan Amendment and rezoning are not issues for him. Parking is a product of project size. He applauded the developer for the additional parking presented and options for the future. Both retail and residential tenants will sign leases. There may be short-term instances when parking is an issue. However, if parking is insufficient, there will not be tenants. The other issue is whether too much is being crammed unto the site, but that is the developer's call. It is the developer who must target the market and sell the space. The height is not an issue because this is a gateway property. It will not dramatically change the neighborhood and is a good introduction to the community. The consequence of whether the project is too big will be the kind of people who live there and not the project itself. He expressed his support for the project.

Commissioner Wolfe stated that it is important to maintain the values of Shoreview. He has spent time driving the area. He stated that newly married, this is the type of place he would want to live. With three young children, it might be more difficult. A privacy fence has been discussed on the north side but has not been decided. A key issue is safety that Ramsey County will address. He sees this as a benefit for the Mounds View School District. A possible coffee shop or bistro as part of the commercial development will be a huge benefit to multi-generational residents and will bring others in. This is a good plan, but the biggest concern is the neighborhood.

Chair Doan stated that he is sympathetic to the neighbors to the north and is concerned about the time of shadow impact, although not regulated by the City. Generally, he believes this is the type of development he wants to see in the City. The level of amenities and overall aesthetic is positive. Only a handful of places could accommodate such a development in Shoreview. This is one of the locations because of the highway network. With soundproof windows, the proximity of the railroad will not be a detraction. The question is how to make the best of what is presented and how to do good to the neighbors that will be impacted. He expressed his support for the amenities presented and his hope that the developer will be a good partner to the City through the process. The Planning Commission only makes a recommendation. Change is very difficult. The neighborhood is very tightly knit. He appreciates the activism and concerns brought by the neighborhood and would hope that there be an openness to new residents to the community.

MOTION: by Commissioner Solomonson, seconded by Commissioner Wolfe to recommend the City Council approve the following requests submitted by Elevage Development Group, LLC/Elevage Shoreview Holdings, LLC (EDG) to redevelop the following properties: 157 County Road E, 185 County Road E, 3521 Rice Street and 3500 Rustic Place with a mixed use residential and commercial development.

Comprehensive Plan Amendment

1. The amendment changes the land use designation from C, Commercial/O, Office and RL, Low Density Residential to MU, Mixed Use.
2. Review and approval of the amendment by the Metropolitan Council.
3. The amendment will not be effective until the City grants approval of the Final Plat and PUD - Final Stage requests and the development agreements are executed.

Rezoning

1. This approval rezones the property from C2, General Commercial and R1, Detached Residential to PUD, Planned Unit Development.
2. The underlying zoning district for this PUD is: Lot 2 – R2, Attached Residential, Lot 3- R3, Multi-Dwelling Residential for the apartment units and C1, Retail Service for the commercial
3. Rezoning is not effective until approvals are received for the Final Plat, PUD - Final Stage and development agreements executed.

Preliminary Plat

1. A public use dedication fee shall be submitted as required by ordinance prior to release of the final plat by the City.
2. The final plat shall include drainage and utility easements along the property lines. Drainage and utility easements along the roadways shall be 10' wide and along the side lot lines these easements shall be 5' wide. Other easements shall be dedicated as required by the Public Works Director.
3. Private agreements shall be secured between the parcels in the subdivision regarding the maintenance of shared facilities. Said agreements shall be submitted to the City Attorney for review and approval prior to the City's release of the Final Plat.
4. Comments received from the State of Minnesota and Ramsey County shall be addressed in the Final Plat submittal.
5. The Final Plat shall be submitted to the City for approval with the Final Stage PUD application.

Planned Unit Development – Development Stage

1. This approval permits the redevelopment of 157 County Road E, 185 County Road E, 3521 Rice Street and 3500 Rustic Place with a mixed use development consisting of a 5-story building that has 134 market rate apartment units and 6,800 square feet of commercial space on the first floor. Fourteen townhomes are also planned.
2. Access to the site shall be provided via the driveways off County Road E and Rustic Place as indicated in the approved plans. Access from Rustic Place may be modified provided the requirements of the Fire Department are met.
3. The items identified in the City Engineer's memo dated January 20th shall be addressed in the Final PUD submittal.
4. The items identified by the Fire Marshall in his letter dated January 11th shall be addressed in the Final PUD submittal.
5. Approval of the final grading, drainage, utility, and erosion control plans by the Public Works Director is required, prior to submittal to the City of applications for Final Plat and PUD – Final Stage. Final plans shall identify site construction limits and the treatment of work (i.e. driveways, parking areas, grading, etc.) at the periphery of these construction limits.
6. The developer shall secure a permit from the Ramsey Washington Metro Watershed District prior to commencing any grading on the property.
7. The proposed apartment housing structure shall be of a 5-story design as depicted on the plans submitted with this application. Said building shall include the architectural

enhancements and high-quality building materials as identified. The structure shall not exceed the 55-foot height as identified in this report and on the submitted plans.

8. A financial contribution to the City's Forestry fund is required since the number of required tree replacements cannot be accommodated on the development site.
9. The applicant is required to enter into a Site Development Agreement and Erosion Control Agreement with the City. Said agreements shall be executed prior to the issuance of any permits for this project. The Development Agreement shall address:
 - a. Construction management and nuisances that may occur during the construction process, including parking for contractors. No parking is permitted on Rustic Place, County Road E and Rice Street.
 - b. Best Management Practices for Water Quality improvement
 - c. Landscape maintenance
 - d. Maintenance of stormwater management facilities
10. This approval shall expire after two months if the Planned Unit Development - Final Stage application has not been submitted for City review and approval, as per Section 203.060 (C)(6).

This approval is based on the following findings:

1. The proposed redevelopment plan supports the policies stated in the Comprehensive Plan related to land use, housing and redevelopment.
2. The proposed redevelopment plan carries out the recommendations as set forth in the Housing Action Plan
3. The proposed redevelopment plan will not have a significant adverse impact the planned land use of the surrounding property.
4. The proposed deviations permit this site to be redeveloped with a use that expands life-cycle and affordable housing, including housing choice in the city.

Discussion:

Commissioner Solomonson asked for an explanation of the next steps in the process. Ms. Castle explained that after Planning Commission action, the proposal will be presented at the March 7, 2016 City Council meeting. If approved, the developer will have 60 days to submit the Final Stage PUD and Final Plat for approval by the City Council. There is no public notice for the Final Stage PUD or Final Plat.

Commissioner Ferrington asked if the public would have an opportunity to speak at the City Council meeting. Ms. Castle responded that the City Council will review the application similar to this meeting and take public comment.

Commissioner McCool requested the developer to continue to look at the trail design issues discussed and possibility for moving balconies and looking to minimize impacts to the neighbors to the north.

Chair Doan thanked Commissioner Solomonson for his guidance through this process. This has been one of the most heated items for the Planning Commission in the last several months.

VOTE: Ayes - 5 Nays - 0

Chair Doan called a break and then reconvened the meeting.

NEW BUSINESS

PUBLIC HEARING - TEXT AMENDMENT - ACCESSORY STRUCTURES

FILE NO.: 2605-16-04
APPLICANT: CITY OF SHOREVIEW
LOCATION: CITY WIDE

The City Attorney stated that proper notice was given for this public hearing.

Presentation by Economic Development and Planning Associate Niki Hill

A text amendment relating to accessory structures is proposed to Section 205 of the City Code, *Development Districts*. The purpose of the amendment is to provide more flexibility to residential property owners for accessory structure size based on property size. Area and setbacks are based on a tiered system to make sure the accessory structure remains subordinate to the principal structure on the property and does not have an adverse impact to adjoining properties.

Current Code for properties under one acre allow a maximum size of 150 square feet, but can increase in size up to 288 square feet with a Conditional Use Permit. There is a cap on accessory structures. They are not allowed to exceed 90% of the dwelling unit foundation area or 1200 square feet, whichever is less.

Properties that are greater than one acre, a Conditional Use Permit is required for accessory structures to exceed what is defined for parcels less than one acre. There is no cap to the maximum area.

- The proposed changes define four tiers:
- Properties under 1/2 acre
 - Properties from 1/2 acre to under 1 acre
 - Properties from 1 acre to under 2 acres
 - Properties of 2 acres and above

The changes proposed would increase the maximum permitted sizes to 200 square feet and increase permitted sizes with a Conditional Use Permit for properties that are 1/2 acre or larger. There would be a cap for the total amount of accessory structure square footage in all tiers. The proposed changes would minimally impact the majority of properties.

Regulations for properties less than 1/2 acre:

The changes allow a detached accessory structure when there is no attached accessory or an attached accessory structure that is less than 2-car size would be up to 200 square feet or up to 288 square feet with a Conditional Use Permit. Nothing over 288 square feet would be allowed.

Changes for properties of 1/2 acre to under 1 acre:

- A detached accessory structure, where there is no attached accessory structure or less than a 2-car attached accessory structure, could be 1000 square feet or 80% of the dwelling unit foundation area, whichever is the more restrictive.
- When there is a 2-car attached garage, a detached accessory structure can be up to 288 square feet outright. Up to 440 square feet could be allowed with a Conditional Use Permit.

Changes for properties of 1 acre to less than 2 acres:

- When there is less than a 2-car attached accessory structure, a detached accessory can be built up to 1000 square feet or 80% of the dwelling unit, whichever is more restrictive.
- If there is a 2-car attached accessory structure, a detached accessory structure of up to 440 square feet. A larger accessory structure is possible with a Conditional Use Permit. However, the total accessory structure area cannot exceed 1500 square feet or 100% of the dwelling unit foundation area.

Changes for properties of 2 acres or more:

- A detached accessory structure, where there is no attached accessory structure or less than a 2-car attached accessory structure, could be 1000 square feet or 80% of the dwelling unit foundation area, whichever is more restrictive.
- If there is a 2-car attached accessory structure, a detached accessory structure of up to 440 square feet. A Conditional Use Permit is required for larger than 440 square feet. The cap for the combined attached and detached accessory structure square footage is 125% of the dwelling unit foundation area.

Notice of this public hearing was published in the City’s legal newspaper. No comments have been received from the public.

Staff recommends the proposed changes because they provide greater flexibility and better clarify the requirements. Also, a cap of total allowable accessory structure square footage is defined for all property sizes.

Chair Doan opened the public hearing. There were no comments or questions.

MOTION: by Commissioner McCool, seconded by Commissioner Solomonson to close the public hearing at 9:46 p.m.

VOTE: Ayes - 5 Nays - 0

Commissioner Solomonson suggested that the the bigger lots that are allowed larger accessory structures also be required to have larger setbacks. Ms. Hill noted a provision that will be

included that indicates greater setbacks may be required to mitigate impacts to adjoining properties. He would recommend a 15-foot side and rear setback for properties of 1 acre or more.

Commissioner Ferrington stated that she would not strictly define greater setbacks because there are long narrow lake lots that often come before the Commission. She stated she appreciates this presentation which is easy to follow and should decrease the number of variances.

Commissioner McCool agreed with Commissioner Ferrington and stated that he likes the idea of potentially increasing the setback based on site conditions. He would like the ordinance to include, "Setbacks may be increased to mitigate impacts to adjoining properties." Regardless of size, people will want an accessory structure closer to a property line, not in the middle of the property and it is hard to define the appropriate setback. Also, he would add the language, "whichever is more restrictive" to each table entry for properties of under 1/2 acre; properties of 1/2 acre to under 1 acre; and properties of 1 acre to under 2 acres. What is presented is an improvement.

MOTION: by Commissioner Ferrington, seconded by Commissioner McCool to recommend the City Council approve the amendment to Section 205.082, Development Code pertaining to accessory structures in the R1 Detached Residential District with the modifications indicated in the Commission's discussion.

Discussion:

Chair Doan clarified that the language, "whichever is more restrictive," would be added to Section 205-40 and 205-41. Further, language will be added to the text indicating that greater setbacks may be required to mitigate impacts to adjoining properties.

MISCELLANEOUS

City Council Meetings

Commissioners Solomonson and Ferrington will respectively attend the March 7, 2016 and March 21, 2016 City Council meetings.

Workshop

The Planning Commission was scheduled to meet in a workshop session immediately after the regular meeting on March 22, 2016. Upon learning that five applications are scheduled for the March meeting, there was discussion about possibly holding two short meetings.

Chair Doan stated that if the meeting can finish by 10:30 p.m. or 11:00 p.m., he would prefer one meeting. Otherwise, two meetings should be scheduled. He will leave it to staff to inform the Commission. At this time the workshop will be postponed to before or after the April meeting.

Chair Doan again thanked Commissioner Solomonson for his leadership and all Commissioners for their efforts.

ADJOURNMENT

MOTION: by Commissioner Solomonson, seconded by Commissioner Ferrington to adjourn the meeting at 10:07 p.m.

VOTE: Ayes - 5 Nays - 0

ATTEST:

Kathleen Castle
City Planner

Memorandum

To: Mayor and City Council Members
Cc: City Manager
From: Tom Simonson
Assistant City Manager and Community Development Director
Date: March 17, 2016
Re: Monthly Report
- Administration Department
- Community Development Department

ADMINISTRATION DEPARTMENT

Citizens' Leadership Academy

Staff continues preparing for the start of the first annual Citizens' Leadership Academy. This program will begin on Wednesday, March 30th and will continue for 6 consecutive weeks. Each week will feature a new topic designed to give participants a basic understanding and knowledge of how our City operates. Classes will be held weekly on Wednesday evenings from 6:00 p.m. – 8:30 p.m. The location of each class will be dependent upon the weekly topic. The schedule is as follows:

- | | |
|-----------------|--|
| <u>March 30</u> | Introduction – Getting to Know Your City Government (history & overview) |
| | Money Matters – Understanding the City Budget & Financing |
| <u>April 6</u> | Public Safety – Sheriff's Department Overview |
| <u>April 13</u> | Public Safety – Lake Johanna Fire Department Overview |
| <u>April 20</u> | Quality of Life – City Parks & Recreation |
| <u>April 27</u> | Works – Roads, Water & Waste |
| <u>May 4</u> | Building a Strong Community – Development & Planning |
| <u>May 16</u> | Graduation Ceremony & Recognition at Council Meeting |

Advance Resignation Program Update

Last November, the City Council approved an Advance Resignation Program which provides a financial incentive to staff who submit resignations 90 - 180 days in advance. So far we have received 5

resignation notices from long-term employees who will be leaving the end of June or July. This has allowed us to fill one position internally (which created another opening), and we have made an offer and are conducting the background check for second position. Applications have already been received for a third position.

This policy has given staff the time necessary to advertise and fill positions and time the start dates of new hires to work with existing employees for training and transfer of knowledge. It has allowed staff to take a strategic role in filling positions and is playing a key role in our succession planning and continued good service to residents.

Absentee Ballot Processing

The joint powers agreement between Ramsey County and cities for election services provides an opportunity each year to select how each city would like to process and count absentee ballots. The County provides options ranging from each city performing all accepting/rejecting, auditing, processing and counting duties itself, to the county performing all those duties on behalf of the city. Previously, the City of Shoreview has chosen to handle all the duties associated with absentee balloting. With the Deputy City Clerk retiring at the end of June, the City has explored the option of allowing Ramsey County to perform the absentee balloting duties for this election. This option would still allow our residents the ability to cast their absentee ballots in person at City Hall as they have done previously, however, the administrative duties would then fall to the County. Staff believes this option would continue to provide our residents with good customer service, while lessening the burden on the new employee as they transition into the role this busy election year. The cost of this option is wholly dependent upon the number of absentee ballots cast and is based on a per-ballot transaction fee. Using prior year's numbers of absentee ballots cast, the estimated cost of this service is \$10,000.

Summer Photo Contest

Staff is in the beginning stages of planning for a Summer Photo Contest. The Photo Contest has not only increased the number of photos available for use in a variety of our publications and communication tools, but has also engaged the community in new ways. The photo contest voting has routinely been one of the highest engaged posts on our social media accounts, and has increased our ability to connect with residents. This year's theme for the contest will focus on outdoor sports for both youth and adults, thereby increasing our content in this genre and further engaging residents in an activity that promotes health, wellness, and community.

Shoreview Commons Master Plan

The City project team continues to work closely with Stantec Consulting Services in developing a new master plan for the Shoreview Commons park and civic campus. The City Council identified this project as one of their key goals during their annual goal setting session held earlier this year. There have been two joint project meetings so far with the City Council and Parks and Recreation Commission, with feedback received on several general concepts that showed various levels of activities, facilities, and

amenities. Prior to refining the concept plan for further review and public input, an engineering firm will undertake soil borings and prepare a report that will help guide the location and costs associated with desired improvements.

Staff and Stantec are exploring ways to solicit public input once a concept plan is developed including utilizing the City's website and social media, a public information open house, and possible focus groups with a variety of stakeholders and target populations. Once completed, the master plan would serve as a framework for prioritizing future facility improvements, recreational amenities, other public spaces and civic features in the Shoreview Commons.

County – Shoreview Library Project

Construction work continues to go very well and on schedule for the new regional library being built by Ramsey County. Structural steel framing is complete and exterior walls are being installed. Concrete has been poured for the large retaining walls, and brick work and window installation will begin with the building shell expected to be completed by June.

The City and County are preparing for the closing on the formal land transfer to the County in conjunction with the cost reimbursement to the City for the site acquisition. Upon closing, the easement and use restriction documents will be recorded at the County.

The City's sign consultant, Lane Design Group, is working on a sign plan for the properties including a new joint monument signage at the Victoria Street/Highway 96 intersection. The City will likely relocate the existing message center sign. The three governmental entities have agreed on an overall signage plan for the campus, including individual entrance monuments for the School District and Library facilities to match the City's sign design. The plans were presented to the Council for review at the February workshop earlier this week, and will now be finalized before seeking bids from professional sign firms.

COMMUNITY DEVELOPMENT DEPARTMENT

Economic Development Commission

Business Exchange – The next City-hosted business networking social event, the Shoreview Business Exchange, is scheduled for Wednesday, April 27th at the North Metro Meetings & Event Center. The EDC has suggested moving the twice-a-year event from the months of May and December to April and October to avoid scheduling conflicts and improve attendance from our businesses. Additionally, the Economic Development Authority recently suggested having the Mayor provide a brief update on City issues, projects, developments. Staff will be sending out notices to our business community and promote the event online and through social media.

Business Newsletter – The latest edition of the *Shoreview Business Matters* newsletter was distributed earlier this month to the business community (a copy is included with this report). The publication

included information on the I-694 lane expansion project, business recycling requirements, a profile on the EDC, and a business spotlight feature on locally-based Torax Medical.

Business Workshop – The Economic Development Commission is working on the update of their work plan for the next two years, with a continued focus on strengthening the City’s relationships with our business community.

The first joint business seminar sponsored by area cities (including Shoreview) was held on March 17th in Vadnais Heights, with attendance at full capacity and very well received by participants. This first session was on the topic of content marketing for businesses (see advertisement below).

The event was heavily promoted online and through social media, as well as the latest issue of the *Shoreview Business Matters*. The next joint business seminar is tentatively scheduled for May 12th and will cover the topic of cyber security for businesses.

North East Metro Cities and Business Groups Presents

Presented By  catch22

Cameron Clark
CEO, Catch22 Marketing

Marshall Mullet
COO, Catch22 Marketing

The Benefits of Content Marketing &
How to Do it Better

This workshop will explain the key benefits (and challenges) of planning, creating and promoting helpful content that actually delivers a return.

WORKSHOP / PANEL Q&A / NETWORKING

To register go to: www.c22.co/vhedc-wshop

Thursday, March 17th | 7:30 - 9:30am | Fairfield Inn Vadnais Heights

FREE EVENT

EDC Vacancy – Due to the recent resignation of Jim Gardner, the Economic Development Commission has asked that the City advertise the opening and seek a business representative. We will also contact some of our BRE companies to see if they would have a staff member interested in serving on the commission.

Economic Development Authority

The Economic Development Authority is also beginning the process of updating their work plan and will hold a special joint meeting with the City Council to discuss major goals and priorities relating to economic development, redevelopment and housing.

The EDA has also begun the review of the tax increment financing application from the Elevage Development Group seeking City assistance in support of the mixed-use housing and retail redevelopment project at County Road E and Rice Street. The EDA will consider the request at their April 4th meeting, and a public hearing has been scheduled before the City Council on April 18th.

The EDA will also be considering a request for financial assistance from Eagle Ridge Partners, the owners of the Shoreview Corporate Center, to assist with major renovations to the vacant and obsolete 160,000 square foot building on campus located at 1005 Gramsie Road (shown on right). Eagle Ridge is considering a conversion of the building to create new multi-tenant business space.



Planning Commission

- Three items are scheduled for review at the next regular Planning Commission meeting scheduled for March 22nd. These include a residential variance request, site and building plan review for exterior upgrades to the Dairy Queen to become a Grill n’ Chill, and the review required for the TIF Plan related to a Elevage redevelopment project finding that the plans conform to the Comprehensive Plan. Staff will also be discussing a possible amendment to the Municipal Code related to beekeeping in the community.
- Planning Commission members have been invited to attend a workshop for Ramsey County cities that will be hosted by the Alliance for Sustainability addressing resources available for local Comprehensive Plans. This workshop is scheduled for Monday, March 28th at 6:15 pm at the Ramsey County Public Works Center, 1425 Paul Kirkwold Drive, Arden Hills (see attached).

Housing and Code Enforcement

Rental Licensing:

The following table compares the number of issued General Dwelling Unit (GDU) licenses:

**Rental Licenses Issued
(General Dwellings Only)**

2014	2015	2016 (to date)
554	606	571

Inspections for the GDU units started last month and are geographically scheduled by neighborhood throughout the City. Three hundred (300) GDU units are scheduled for inspection in 2016. Thirty-seven inspections in Zone 1 were scheduled and all but two have been completed. Inspections for Zone 2 are scheduled the week of March 21st.

Code Enforcement:

There have been 12 new Code Enforcement cases opened in the past month. The following table summarizes the Code Enforcement activity:

Code Enforcement Cases			
Year	Total Cases	Open Citations	Hoarding Cases
2016	19	1	0
2015	185	3	7

The City has executed Abatement, Assessment and Compliance Agreements with 5 property owners in the City to address hoarding conditions. These agreements permit the City and Fire Department to conduct follow-up inspections to insure the homes and property are being maintained in accordance with the code standards. These follow-up inspections are being scheduled and conducted by the Housing and Code Enforcement Officer and Fire Marshal. Inspections have been completed with two property owners and one home was found to be in compliance while the other home requires some minor corrections.

Other News and Information

- Attached is the monthly report on building permit activity from the Building Official.
- Attached are the monthly services reports from the Housing Resource Center.

**CITY OF SHOREVIEW
BUILDING INSPECTOR MONTHLY REPORT
COMPARISON OF YEAR 2016 WITH 2015**

	FEBRUARY 2016		TO DATE 2016		FEBRUARY 2015		TO DATE 2015	
	PERMITS	VALUATION	PERMITS	VALUATION	PERMITS	VALUATION	PERMITS	VALUATION
DWELLINGS	1	\$275,000	2	\$555,000	1	\$304,000	1	\$304,000
TOWNHOMES			0	\$0			0	\$0
ADDITIONS	2	\$290,000	2	\$290,000			0	\$0
GARAGES			1	\$28,000			0	\$0
MISCELLANEOUS	22	\$217,165	53	\$576,344	36	\$347,685	64	\$570,025
APARTMENTS			0	\$0			0	\$0
OFFICES			0	\$0			0	\$0
RETAIL			0	\$0			0	\$0
IND/WAREHOUSE			0	\$0			0	\$0
PUBLIC BUILDINGS			1	\$10,300,000			0	\$0
COMMERCIAL ADD			0	\$0			0	\$0
COMMERCIAL ALTER	6	\$215,500	7	\$217,397	2	\$11,000	6	\$39,000
TOTAL	31	\$997,665	66	\$11,966,741	39	\$662,685	71	\$913,025

CC: CITY MANAGER
DIR. COMMUNITY DEV
MAYOR

HousingResource Center - NorthMetro City of Shoreview Monthly Status Report July 1, 2001 - February 29, 2016

	Jan-Dec												Yr-to- Date					
	'01-'12	'13	'14	'15	Jan '16	Feb '16	Mar '16	Apr '16	May '16	Jun '16	Jul '16	Aug '16		Sep '16	Oct '16	Nov '16	Dec '16	TOTAL
Number of Calls	2507	152	181	166	4	13	0	0	0	0	0	0	0	0	0	0	17	3,023
MHFA Fix Up Fund/Rehab																		
Loan Applications Rec'd	45	2	3	2	0	0	0	0	0	0	0	0	0	0	0	0	0	52
Loans Closed	26	1	3	1	0	0	0	0	0	0	0	0	0	0	0	0	0	31
Shoreview Home Improvement Loan																		
Loan Applications Rec'd	13	8	1	4	0	0	0	0	0	0	0	0	0	0	0	0	0	26
Loans Closed	11	5	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	19
Ramsey County Deferred Loan																		
Loan Applications Rec'd	21	4	3	5	0	0	0	0	0	0	0	0	0	0	0	0	0	33
Loans Closed	14	3	2	3	0	0	0	0	0	0	0	0	0	0	0	0	0	22
Construction Consultation Report																		
Consultation Phone or Walk-in	770	117	114	67	5	10	0	0	0	0	0	0	0	0	0	0	15	1,083
Site Visits	547	91	80	67	4	4	0	0	0	0	0	0	0	0	0	0	8	793
Scopes & Inspections	113	4	0	1	0	1	0	0	0	0	0	0	0	0	0	0	1	119
Total SERVICES Provided	4,067	387	387	319	13	28	0	0	0	0	41	5,201						

NOTE: These numbers reflect the number of CLIENTS serviced. In many instances a client will receive more than one service.
Shoreview Home Improvement Loan started 2010

New Resources for Comprehensive Plans a Workshop for Cities in Ramsey County For City Staff & Elected Leaders & Commission Volunteers

Monday March 28 1:00 to 4:30pm City Staff 6:00 to 8:30pm Elected Leaders, Commission & Community Volunteers

Ramsey County Public Works Center
1425 Paul Kirkwold Dr., Arden Hills, MN 55112

FREE Event, please [RSVP on line](#) at

<http://allianceforsustainability.com/ramseyworkshop>

Co-sponsored by the Alliance for Sustainability, Ramsey County, MPCA, Great Plains Institute, Headwaters, Bush & McKnight Foundations and Sunrise Bank



Questions? call Sean Gosiewski, Alliance for Sustainability, 612-250-0389 sean@afors.org
www.afors.org/sustainablecommunities



1:00 to 4:30pm - Workshop for City Staff on New Resources for developing your Comprehensive Plan

1:00pm – Cities will give updates on their current initiatives

1:30pm – Resource groups will share updates their comp plan resources for cities

- **Local Planning Handbook and Planning Grants** – Eric Wojchik, Met Council
- **Advancing Economic & Racial Equity** – Justin Hollis, Ramsey County
- **Active Living** Connie Bernardy, Mike Stralka, Ramsey Co., Dorian Grilley, Bike MN
- **Local Food Access** – Nadja Berneche, Gardening Matters, Eric Weiss, Blue Cross
- **Energy/Resilience** – Mary T'kach Ramsey Co., Brian Ross, GPI, Laura Millberg, MPCA
- **County Solid Waste Master Plan** - Ramsey County Environmental Health Staff

2:20 pm – Break Out Session #1 on the topics listed above with resource speakers

Energy & Climate Resilience, Racial Equity, Active Living, Food Access, Solid Waste

3:15 pm – Break Out Session #2 on the topics listed above with resource speakers

4:00 pm – Reconvene to share insights and next steps from the breakout sessions

4:45pm to 6pm – Reception and Networking Time with food sponsored by local businesses



6:00 pm to 8:30 pm - Workshop for Elected Leaders, City Commissions & Community Volunteers on New Resources for developing your Comprehensive Plan

6:00 pm – Volunteers from each city will give updates on what they are working on

6:15 pm – Resource groups to share updates on what they offering cities

7:15 pm – Break Out session #1 small group conversations on the topics listed above

Energy & Climate Resilience, Racial Equity, Active Living, Food Access, Solid Waste

7:45 pm – Break Out session #2 small group conversations on the topics listed above



Alliance for Sustainability

Ecologically sound, economically viable, socially just and humane



Minnesota
GreenStep Cities
www.mn.gov/greenstep.org

Achieving
sustainability
through proven
best practices

Interstate 694 Road Work begins early 2016

A third general purpose lane will be added in each direction.

Added lanes to ease traffic back-ups along Interstate 694, something Shoreview – and the north metro area – has desired for many years, will finally happen with work beginning this year. The Shoreview section of I-694 has become the bottleneck for congestion due to an expanding economy, population growth, and increased truck traffic.

The Minnesota Department of Transportation (MnDOT) will be adding a third lane in each direction of I-694 through Shoreview between Rice Street and Lexington Avenue. Work on the \$42 million enhancement, funded through the Corridors of Commerce, is set to begin in the spring of 2016 with completion by Fall 2017.

Work will take place in Arden Hills, Shoreview and Little Canada as a third general purpose lane is added in the existing median, in each direction, between Rice Street and Lexington Avenue. This includes rebuilding the interstate ramps at Lexington Avenue, Victoria Street and Rice Street. The new lanes will be general purpose, and not restricted MnPass lanes.

According to MnDOT, they will also open the right lane of the bridge from northbound Interstate 35E to westbound I-694, with the right lane becoming an exit-only lane to Rice Street.

MnDOT has decided to break the construction into two parts rather than shutting down the entire highway while the new lanes are being built. Temporary lanes around the construction

CONSTRUCTION IS COMING IN 2016 AND 2017 LEXINGTON AVENUE TO RICE STREET



BE READY. KNOW YOUR ROUTE.

To keep the Twin Cities moving, in 2016 and 2017 the Minnesota Department of Transportation (MnDOT) will improve Interstate 694 between Lexington Avenue in Arden Hills and Rice Street in Little Canada. This area routinely becomes congested due to an expanding economy, population growth, and increased truck traffic. MnDOT will be adding a lane in each direction. While there will be delays in the short term, the end result will be an improved road.

Project Schedule



MnDOT will finalize design and prepare for construction.



Construction will begin in the spring of 2016 by adding pavement to the outside edges of the existing interstate. MnDOT will begin construction of a new westbound lane.



MnDOT will construct a new eastbound lane.

Between Lexington Ave. & Rice St.



Throughout construction, two lanes will remain open in each direction. Expect occasional ramp closures.

zone will keep traffic moving but drivers will need to be prepared to choose the through lane or local lane.

The Corridors of Commerce Fund recognizes that transportation investments directly and indirectly foster economic growth through the provision of construction jobs and a commerce-friendly network of corridors to ship goods and provide mobility to citizens. The City of Shoreview strongly supported funding of this improvement project, as transportation is critical to a growing economy and our valued local business community.

For more information on the project: visit: <http://www.dot.state.mn.us/enhance694>
More information for Business Owners can be found: www.mndot.gov/enhance694/business.html

BUSINESS RECYCLING REQUIREMENTS: What You Should Know



WHAT IS THE LAW?

A new state law requiring most commercial buildings – including many businesses, sports venues, restaurants and churches – to recycle started on January 1, 2016.

HOW CAN YOU TELL IF THIS IMPACTS YOUR BUSINESS?

If you currently have a contract to remove 4 or more cubic yards of waste, AND if your business is located in the 7-county Twin Cities Metro area (including Shoreview), AND your business is classified in sectors 42 to 81 under the North American Industrial Classification System, you are required to recycle.

WHAT MUST BE RECYCLED?

Businesses must collect a minimum of three recyclable materials.

These materials include, but are not limited to, paper, glass, plastic, metal and organics (food scraps and other compostable materials, such as paper napkins and biodegradable packaging). You may also be able to have a “single-sort” collection, as long as you collect at least three materials and your hauler accepts single-sort materials.

HOW DO I GET STARTED?

Each business is unique, and produces different kinds and amounts of waste and recyclable materials. When deciding what materials to recycle, consider what will work best for your employees and customers. Your hauler may be able to help you determine what containers you may need and how often waste and recycling should be picked up. By adjusting your waste collection program, you may save money on hauling fees and taxes.

NEED MORE HELP?

Ramsey County created *BizRecycling* to help businesses reduce waste and increase recycling, and Shoreview businesses can take advantage of this service by **visiting LessTrash.com and click on “Take Action”, or call 651.266.1199** to arrange for a free consultation or to apply for a grant.

SHOREVIEW ECONOMIC DEVELOPMENT COMMISSION

Building Relationships with the Business Community

The Shoreview Economic Development Commission (EDC) is a 9-member advisory board appointed by the City Council, whose primary mission is to strengthen relationships between the City of Shoreview and our valued local business community. The Shoreview EDC works closely with the City Council and City staff to promote the city, attract new economic growth and development, and retain businesses in the community. The EDC supports local businesses by communicating information and available resources through the City website and the Business Matters newsletter, and outreach through hosting networking events such as the Shoreview Business Exchange and sponsoring business workshops throughout the year on a variety of topics.

A focus of the EDC is to implement the Shoreview Business Retention and Expansion (BRE) Program, which is a comprehensive action plan for strengthening City relationships with the business community, especially key landmark and emerging companies that provide significant jobs and economic tax base in Shoreview. Through the BRE program, City representatives including the Mayor and Commission members go out to visit and tour local businesses to learn more about their needs and how the City can support their continued success and growth. (If your company is interested in a meeting with City officials, please call 651.490.4612 to arrange for a personal visit.)

The EDC is a volunteer group consisting of both residents and

business representatives, with the following current members:

Josh Wing, Chair	Mike Tarvin
Sue Denkinger, Vice Chair	Jeff Washburn
Dave Kroona	Jonathan Weinhagen
Jason Schaller	Kirk VanBlaircom

EDC Mission: The mission of the Shoreview Economic Development Commission is to support the City Council to retain, expand and recruit diversified business development which provides varied and broad job opportunities for the purpose of maintaining the community’s high quality of life.

Interested in Joining the Shoreview EDC?

The City currently has a vacancy on the Economic Development Commission and is seeking a representative from the local business community.

The EDC meets the 3rd Tuesday of every month at Shoreview City Hall from 7:30 to 9:00 a.m. Members are also asked to attend several other special meetings with the City Council and/or business related events representing the City of Shoreview and the Economic Development Commission. If interested in serving on the EDC, please complete an application by visiting the City’s website at www.shoreviewmn.gov or call 651.490.4612 for more information.

BUSINESS SPOTLIGHT:

Torax Medical

Raising Awareness and Developing Solutions to Suffering

A small growing Shoreview-based company is making a powerful impact on lives by developing solutions to sensitive, often debilitating medical conditions – solutions that go beyond simply alleviating suffering.

Located on Lexington Avenue, Torax Medical is growing as it remains focused on helping people understand their disease and designing the solution, rather than a temporary fix.

The medical device company began when founder Todd Berg noticed diseases poorly served by medical devices and wanted to create better solutions. It began with a principal to develop designs and concepts, and three engineers with medical device backgrounds.

One of those problems is GERD – gastroesophageal reflux disease. It results in both pain and injury to the esophageal lining. “It is incredibly prevalent,” said Steve Bosrock, Torax Medical Vice President of Marketing, who says one in five U.S. adults suffer from its unpleasant symptoms, including acid heartburn and regurgitation. GERD is associated with a pre-cancerous condition known as Barrett’s esophagus, which increases the risk of esophageal cancer.

A common response is taking acid reflux medications, which provide only temporary relief. “Meds can help with symptoms, but [GERD] is a mechanical problem,” said Bosrock, “We want to raise awareness about that.”

“Our goals and challenges are fun to tackle. We see them as an opportunity,” said Bosrock, who has a background in the pharmaceutical industry. “We want to educate and re-educate on the disease, what causes it and the treatments. For patients, it’s education and advertising. For referring physicians – education and marketing.”

As a better solution to reflux disease, Torax Medical developed the unique LINX implant – a small, flexible band of interlinked titanium beads with magnetic cores. The magnets create a natural energy source that provides support to the sphincter and restores the body’s natural barrier to reflux.

“It’s a brilliant design,” said Bosrock. “The toughest designs are the simple, elegant challenges.”

The med-tech company recently received regulatory approval to sell another device made from magnetic beads called FENIX as a treatment for incontinence. The Food and Drug Administration clearance let Torax Medical expand into a new market. The company previously only had federal approval to sell its LINX device as a treatment for acid reflux disease.



With its focus on “creating mechanical solutions to mechanical problems,” Torax Medical’s ingenuity has received media attention with features on the NBC Nightly News, FOX News, CBS and ABC.

Why Shoreview?

Outgrowing its previous location in Maple Grove, and with a need for different space, Torax Medical relocated in 2008. Its current Shoreview location offers its talent “a reasonable commute,” said Bosrock, “It’s centralized, along the 694 corridor, concentrated, has [other] medical device companies in the area...without driving 1 ½ hours to work.”

With a growing workforce and in-house production and testing, the medical device company has readily expanded into more spaces within the facility, surrounded by woods and trails.

Its 54 employees – including 32 in Minnesota and 4 overseas – continue to discover, develop and market solutions. “We have production, manufacturing, quality testing, R & D, a clinical team, marketing...a full range of active ties from this location. It’s a great facility,” Bosrock said.

Torax Medical

Product: Develops and markets products designed to help treat people suffering from acid reflux and severe incontinence.

Clients: It sells its products in Europe and the United States.

Founded: Company started in 2002

Staff: Nearly 60, majority in Shoreview

Visit Torax Medical online at:
<http://www.toraxmedical.com>

BUSINESS *Matters*

A City of Shoreview publication for and about the local Business Community



City of Shoreview
4600 Victoria Street
Shoreview, MN 55126

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FREE BUSINESS SEMINAR

The Benefits of Content Marketing & How to Do it Better

Thursday, March 17th

7:30 – 9:30 am

(See below for more details and how to register)

The Benefits of Content Marketing & How to Do it Better

The content marketing revolution is here and in full swing. Every business needs to not only understand it, but how to do it...better. Join us as we break down the paradigm shift that has put the consumer in control of the buying process and what that means for your marketing. This workshop will explain the key benefits (and challenges) of planning, creating and promoting helpful content for your audiences that actually delivers a return.

THE Q&A PANELISTS



Cameron Clark
Catch22
@camsjclark



Marshall Mullet
Catch22
@MarshallMullet



Dr. Angie Elliot
My Family First
@mychildschiro



Mike Thomas
Clear Peak
@ClearPeakBI



Jon Jakoblich
BaconScouts.com
@BaconScouts

To register go to: www.c22.co/vhedc

FREE
EVENT

Thursday, March 17th | 7:30 - 9:30am | Fairfield Inn Vadnais Heights
1125 Co Rd E East, Vadnais Heights, MN 55110

TO: Terry Schwerm, City Manager

FROM: Fred Espe, Finance Director

DATE: March 14, 2016

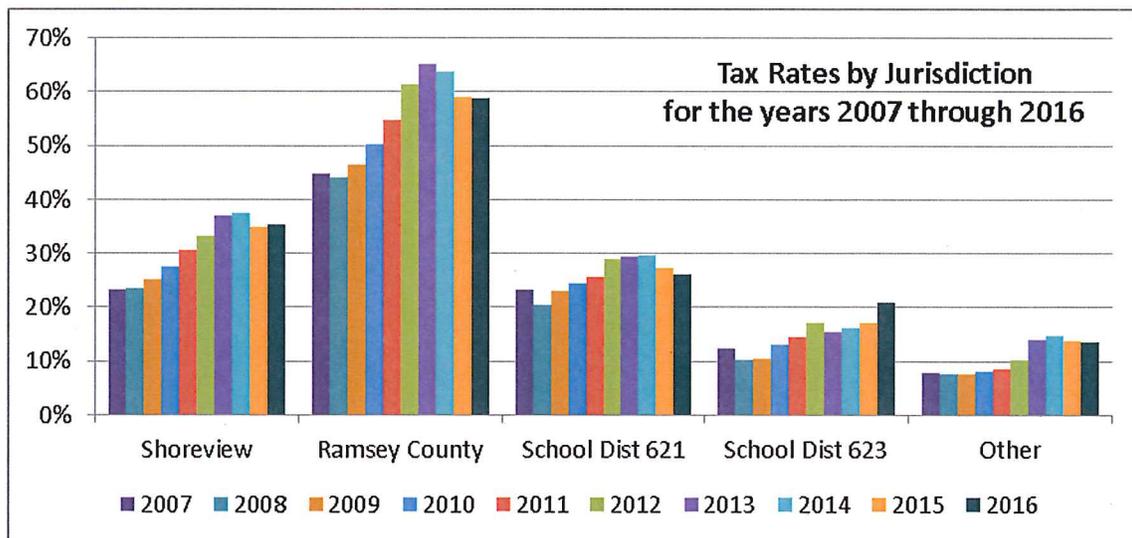
RE: Monthly Finance Report

FINAL 2016 TAX INFORMATION

Ramsey County released final 2016 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 2016 tax rates decrease over 2015 for properties located in ISD #621 and increased for properties located in ISD #623.

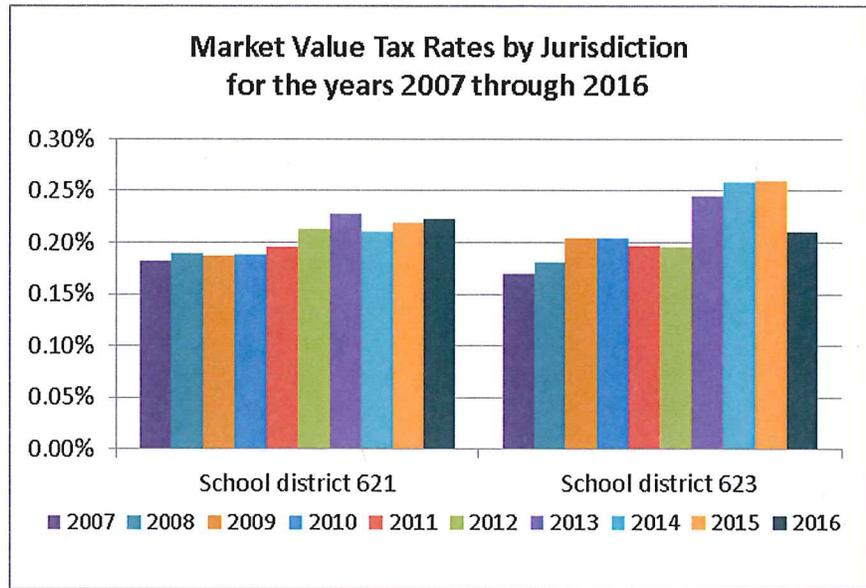
Jurisdiction	Payable 2007	Payable 2008	Payable 2009	Payable 2010	Payable 2011	Payable 2012	Payable 2013	Payable 2014	Payable 2015	Payable 2016
Tax Rates:										
Shoreview	23.299%	23.532%	25.129%	27.569%	30.671%	33.252%	36.970%	37.490%	34.873%	35.357%
Ramsey County	44.943%	44.023%	46.546%	50.248%	54.678%	61.317%	65.240%	63.735%	58.922%	58.885%
School Dist 621	23.264%	20.380%	22.937%	24.560%	25.573%	29.044%	29.444%	29.734%	27.378%	26.245%
School Dist 623	12.372%	10.175%	10.624%	13.065%	14.566%	17.065%	15.464%	16.251%	17.180%	20.958%
* Other	7.946%	7.592%	7.637%	8.122%	8.553%	10.209%	14.131%	14.670%	13.761%	13.598%
Total (621 & Metro)	98.137%	93.919%	100.704%	108.988%	117.857%	131.474%	143.463%	143.283%	132.729%	131.977%
Total (621 & Rice Creek)	99.452%	95.527%	102.249%	110.499%	119.475%	133.822%	142.142%	141.130%	130.675%	129.871%
Total (623 & Metro)	87.245%	83.714%	88.391%	97.493%	106.850%	119.495%	129.483%	129.800%	122.531%	126.690%
Total (623 & Rice Creek)	88.560%	85.322%	89.936%	99.004%	108.468%	121.843%	128.162%	127.647%	120.477%	124.584%
Market Value Tax Rates:										
School district 621	0.18163%	0.18924%	0.18685%	0.18882%	0.19536%	0.21242%	0.22834%	0.21069%	0.21901%	0.22261%
School district 623	0.16932%	0.18134%	0.20390%	0.20374%	0.19715%	0.19591%	0.24553%	0.25826%	0.25930%	0.21044%

* Met Council, Mosquito Control, Regional Transit, Rice Creek Watershed, Metro Watershed & Shoreview HRA.



The graph above illustrates the change in regular tax rates from 2007 to 2016.

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 2016 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 2006 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.

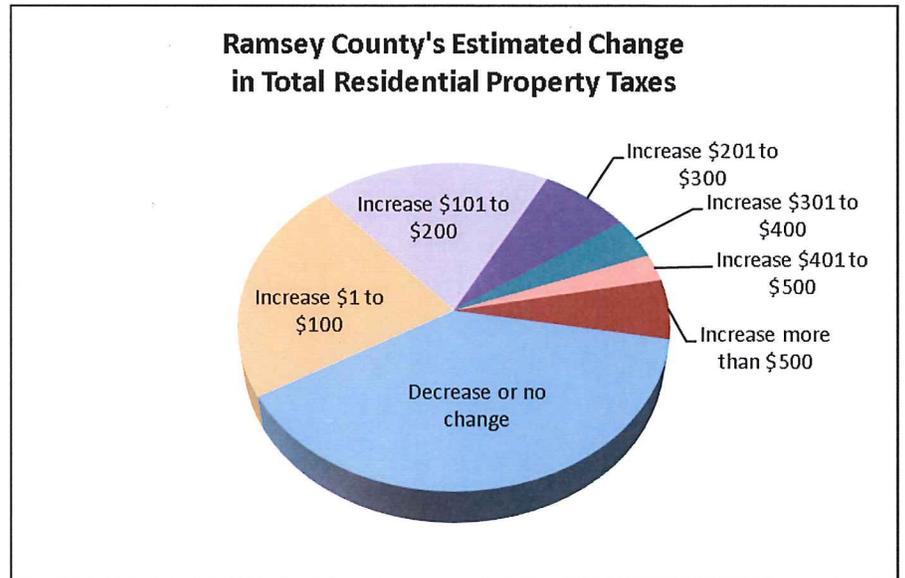
Total property tax on a median value home increased from \$2,271 in 2001 to \$3,674 in 2016, which is a \$1,403 increase over 15 years (an annual increase of about \$94 per year).

When measuring property tax as a percent of market value, the information shows that 2001 and 2016 property taxes are both 1.5% of market value.

Description	2001	2006	2011	2016
Property Value:				
Median Market Value				\$ 253,800
Taxable Median Market Value	\$ 155,200	\$ 265,050	\$ 249,350	\$ 239,400
Taxable Value	\$ 2,067	\$ 2,651	\$ 2,494	\$ 2,394
Tax Rates (taxable value):				
City tax rate	18.733%	23.974%	30.671%	35.357%
County & light rail tax rate	42.227%	49.076%	58.599%	62.976%
School district 621 tax rate	49.585%	23.419%	25.573%	26.245%
Misc. tax rates combined	7.322%	4.874%	4.632%	5.293%
Total Tax Rate [1]	117.867%	101.343%	119.475%	129.871%
Tax Rates (market value):				
School district	0.14506%	0.12803%	0.19536%	0.22261%
Property Tax as % of Market Value	1.5%	1.1%	1.3%	1.5%
Property Tax by Jurisdiction				
City	\$ 325.23	\$ 603.89	\$ 726.94	\$ 846.45
County	733.11	1,236.18	1,388.88	1,507.65
School dist	1,085.98	929.25	1,093.25	1,193.29
Misc.	127.12	122.77	109.78	126.71
Total	\$ 2,271.44	\$ 2,892.09	\$ 3,318.85	\$ 3,674.10
[1] Mounds View Schools & Rice Creek Watershed				

The change in the total tax bill from 2015 to 2016 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 3,423 homes (39% of homes), and an additional 41% of homes had increases less than \$200.

Change in Total Residential Property Taxes		
Change in Dollars	Number of Homes	Percent of Total
Decrease or no change	3,423	39%
Increase \$1 to \$100	1,961	22%
Increase \$101 to \$200	1,677	19%
Increase \$201 to \$300	659	7%
Increase \$301 to \$400	347	4%
Increase \$401 to \$500	236	3%
Increase more than \$500	518	6%
Total Residential	8,821	100%



MONTHLY REPORT

Attached is the monthly report for February of 2016.

General Fund
For Year 2016 Through The Month Of February

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Property Taxes	7,321,858		7,321,858		
Licenses & Permits	354,000	101,702	252,298	28.73	11.30
Intergovernmental	480,622	120,851	359,771	25.14	26.22
Charges for Services	1,224,520	105,061	1,119,459	8.58	3.39
Fines & Forfeits	42,500	1,794	40,706	4.22	5.65
Interest Earnings	50,000		50,000		
Miscellaneous	25,450	2,986	22,464	11.73	11.10
TOTAL REVENUES	9,498,950	332,394	9,166,556	3.50	2.23
EXPENDITURES					
General Government					
Administration	575,203	72,910	502,293	12.68	13.40
Communications	235,448	13,819	221,629	5.87	9.04
Council & commiss	156,597	66,658	89,939	42.57	43.71
Elections	39,574	18	39,556	.05	
Finance/accounting	571,295	86,213	485,082	15.09	13.31
Human Resources	295,128	32,133	262,995	10.89	11.07
Information systems	348,684	100,005	248,679	28.68	25.84
Legal	132,000	6,352	125,648	4.81	
Total General Government	2,353,929	378,108	1,975,821	16.06	15.87
Public Safety					
Fire	1,474,420	627,177	847,243	42.54	41.88
Police	2,096,500	355,390	1,741,110	16.95	17.39
Total Public Safety	3,570,920	982,567	2,588,353	27.52	27.09
Public Works					
Forestry/nursery	122,311	24,895	97,416	20.35	1.53
Pub Works Adm/Engin	434,492	50,647	383,845	11.66	11.81
Streets	871,799	79,181	792,618	9.08	11.04
Trail mgmt	131,148	6,838	124,310	5.21	2.67
Total Public Works	1,559,750	161,560	1,398,190	10.36	9.81
Parks and Recreation					
Municipal buildings	117,633	3,522	114,111	2.99	2.50
Park Maintenance	1,276,575	107,660	1,168,915	8.43	8.37
Park/Recreation Adm	387,297	48,015	339,282	12.40	13.45
Total Parks and Recreation	1,781,505	159,197	1,622,308	8.94	9.00
Community Develop					
Building Inspection	161,368	21,825	139,543	13.53	10.24
Planning/zoning adm	484,478	63,389	421,089	13.08	12.94
Total Community Develop	645,846	85,214	560,632	13.19	12.20

General Fund
For Year 2016 Through The Month Of February

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
TOTAL EXPENDITURES	9,911,950	1,766,647	8,145,303	17.82	17.40
OTHER					
Transfers In	811,000	33,333	777,667	4.11	3.72
Transfers Out	-398,000	-42,333	-355,667	10.64	10.85
TOTAL OTHER	413,000	-9,000	422,000	-2.18	-3.56
Net change in fund equity		-1,443,252	1,443,252		
Fund equity, beginning		5,000,709			
Fund equity, ending		3,557,457			
Less invested in capital assets					
Net available fund equity		3,557,457			

Recycling
For Year 2016 Through The Month Of February

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Intergovernmental	75,469		75,469		
Charges for Services	536,500		536,500		
TOTAL REVENUES	611,969		611,969		
EXPENDITURES					
Public Works					
Recycling	566,151	35,315	530,836	6.24	5.94
Total Public Works	566,151	35,315	530,836	6.24	5.94
TOTAL EXPENDITURES	566,151	35,315	530,836	6.24	5.94
Net change in fund equity	45,818	-35,315	81,133		
Fund equity, beginning		351,115			
Fund equity, ending		315,800			
Less invested in capital assets					
Net available fund equity		315,800			

STD Self Insurance
For Year 2016 Through The Month Of February

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Charges for Services	7,500	1,336	6,164	17.81	17.17
Interest Earnings	500		500		
TOTAL REVENUES	8,000	1,336	6,664	16.70	16.10
EXPENDITURES					
Miscellaneous					
Short-term Disab	9,000	1,461	7,539	16.23	59.73
Total Miscellaneous	9,000	1,461	7,539	16.23	59.73
TOTAL EXPENDITURES	9,000	1,461	7,539	16.23	59.73
Net change in fund equity	-1,000	-125	-875		
Fund equity, beginning		39,487			
Fund equity, ending		39,362			
Less invested in capital assets					
Net available fund equity		39,362			

Community Center
For Year 2016 Through The Month Of February

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Charges for Services	2,468,215	487,329	1,980,886	19.74	19.10
Interest Earnings	5,000		5,000		
Miscellaneous	12,500		12,500		
TOTAL REVENUES	2,485,715	487,329	1,998,386	19.61	18.96
EXPENDITURES					
Parks and Recreation					
Community center	2,733,905	306,606	2,427,299	11.21	11.52
Total Parks and Recreation	2,733,905	306,606	2,427,299	11.21	11.52
TOTAL EXPENDITURES	2,733,905	306,606	2,427,299	11.21	11.52
OTHER					
Transfers In	384,000	64,000	320,000	16.67	16.67
TOTAL OTHER	384,000	64,000	320,000	16.67	16.67
Net change in fund equity	135,810	244,723	-108,913		
Fund equity, beginning		1,267,804			
Fund equity, ending		1,512,527			
Less invested in capital assets					
Net available fund equity		1,512,527			

Recreation Programs
For Year 2016 Through The Month Of February

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Charges for Services	1,500,041	96,735	1,403,306	6.45	7.40
Interest Earnings	2,000		2,000		
TOTAL REVENUES	1,502,041	96,735	1,405,306	6.44	7.39
EXPENDITURES					
Parks and Recreation					
Adult & youth sports	103,345	3,802	99,543	3.68	4.12
Aquatics	143,054	18,100	124,954	12.65	10.50
Community programs	99,626	21,270	78,356	21.35	18.90
Drop-in Child Care	69,740	8,617	61,123	12.36	12.17
Fitness Programs	179,218	22,692	156,526	12.66	15.81
Park/Recreation Adm	473,302	59,463	413,839	12.56	11.65
Preschool Programs	101,618	17,124	84,494	16.85	18.72
Summer Discovery	274,570	5,638	268,932	2.05	.95
Youth/Teen	37,408	8,310	29,098	22.21	17.54
Total Parks and Recreation	1,481,881	165,016	1,316,865	11.14	11.14
TOTAL EXPENDITURES	1,481,881	165,016	1,316,865	11.14	11.14
OTHER					
Transfers In	84,000		84,000		
Transfers Out	-130,000	-21,667	-108,333	16.67	16.67
TOTAL OTHER	-46,000	-21,667	-24,333	47.10	41.67
Net change in fund equity	-25,840	-89,947	64,107		
Fund equity, beginning		987,845			
Fund equity, ending		897,898			
Less invested in capital assets					
Net available fund equity		897,898			

Cable Television
For Year 2016 Through The Month Of February

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Charges for Services	435,000	36,087	398,913	8.30	23.23
Interest Earnings	1,700		1,700		
Miscellaneous	1,200	200	1,000	16.67	16.67
TOTAL REVENUES	437,900	36,287	401,613	8.29	23.08
EXPENDITURES					
General Government					
Cable television	120,183	6,357	113,826	5.29	3.15
Total General Government	120,183	6,357	113,826	5.29	3.15
Capital Outlay					
Cable television	100,000		100,000		136.08
Total Capital Outlay	100,000		100,000		136.08
TOTAL EXPENDITURES	220,183	6,357	213,826	2.89	20.37
OTHER					
Transfers Out	-200,000	-33,333	-166,667	16.67	16.67
TOTAL OTHER	-200,000	-33,333	-166,667	16.67	16.67
Net change in fund equity	17,717	-3,403	21,120		
Fund equity, beginning		435,754			
Fund equity, ending		432,351			
Less invested in capital assets					
Net available fund equity		432,351			

Econ Devel Auth/EDA
For Year 2016 Through The Month Of February

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Property Taxes	110,000		110,000		
TOTAL REVENUES	110,000		110,000		
EXPENDITURES					
Community Develop					
Econ Development-EDA	107,013	16,255	90,758	15.19	17.32
Total Community Develop	107,013	16,255	90,758	15.19	17.32
TOTAL EXPENDITURES	107,013	16,255	90,758	15.19	17.32
Net change in fund equity	2,987	-16,255	19,242		
Fund equity, beginning		201,250			
Fund equity, ending		184,995			
Less invested in capital assets					
Net available fund equity		184,995			

HRA Programs of EDA
For Year 2016 Through The Month Of February

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Property Taxes	100,000		100,000		
TOTAL REVENUES	100,000		100,000		
EXPENDITURES					
Community Develop Housing Programs-HRA	92,907	8,837	84,070	9.51	24.09
Total Community Develop	92,907	8,837	84,070	9.51	24.09
TOTAL EXPENDITURES	92,907	8,837	84,070	9.51	24.09
Net change in fund equity	7,093	-8,837	15,930		
Fund equity, beginning		102,259			
Fund equity, ending		93,422			
Less invested in capital assets					
Net available fund equity		93,422			

Liability Claims
For Year 2016 Through The Month Of February

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Interest Earnings	2,200		2,200		
Miscellaneous	30,000	3,366	26,634	11.22	13.50
TOTAL REVENUES	32,200	3,366	28,834	10.45	12.58
EXPENDITURES					
Miscellaneous					
Insurance Claims	32,000	1,168	30,832	3.65	17.67
Total Miscellaneous	32,000	1,168	30,832	3.65	17.67
TOTAL EXPENDITURES	32,000	1,168	30,832	3.65	17.67
Net change in fund equity	200	2,198	-1,998		
Fund equity, beginning		210,324			
Fund equity, ending		212,522			
Less invested in capital assets					
Net available fund equity		212,522			

Slice SV Event
For Year 2016 Through The Month Of February

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Charges for Services	27,000	7,570	19,430	28.04	29.11
Miscellaneous	32,000	14,701	17,299	45.94	23.91
TOTAL REVENUES	59,000	22,271	36,729	37.75	26.26
EXPENDITURES					
General Government					
Slice of Shoreview	67,900	3,824	64,076	5.63	7.59
Total General Government	67,900	3,824	64,076	5.63	7.59
TOTAL EXPENDITURES	67,900	3,824	64,076	5.63	7.59
OTHER					
Transfers In	10,000		10,000		
TOTAL OTHER	10,000		10,000		
Net change in fund equity	1,100	18,447	-17,347		
Fund equity, beginning		78,274			
Fund equity, ending		96,721			
Less invested in capital assets					
Net available fund equity		96,721			

Water Fund
For Year 2016 Through The Month Of February

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Utility Charges	3,193,000	325,083	2,867,917	10.18	10.58
Late fees		4,953	-4,953		
Water meters	5,500	1,253	4,247	22.78	11.90
Other prop charges	20,000	1,968	18,032	9.84	9.32
Interest Earnings	38,000		38,000		.09
TOTAL REVENUES	3,256,500	333,257	2,923,243	10.23	10.62
EXPENDITURES					
Proprietary					
Water Operations	1,581,485	130,830	1,450,655	8.27	8.94
Total Proprietary	1,581,485	130,830	1,450,655	8.27	8.94
TOTAL EXPENDITURES	1,581,485	130,830	1,450,655	8.27	8.94
OTHER					
Depreciation	-669,000	-111,500	-557,500	16.67	16.67
Transfers Out	-363,000		-363,000		
GO Revenue Bonds	-307,431	-78,520	-228,911	25.54	59.39
TOTAL OTHER	-1,339,431	-190,020	-1,149,411	14.19	16.93
Net change in fund equity	335,584	12,406	323,178		
Fund equity, beginning		13,510,945			
Fund equity, ending		13,523,351			
Less invested in capital assets		9,427,325			
Net available fund equity		4,096,026			

Sewer Fund
For Year 2016 Through The Month Of February

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Charges for Services	1,500	124	1,376	8.28	
Utility Charges	4,051,000	602,493	3,448,507	14.87	14.80
Late fees		8,878	-8,878		
Facility/area chgs	4,000	550	3,450	13.75	6.88
Other prop charges	2,500		2,500		
Interest Earnings	27,000		27,000		.10
TOTAL REVENUES	4,086,000	612,045	3,473,955	14.98	14.90
EXPENDITURES					
Proprietary					
Sewer Operations	3,359,142	553,895	2,805,247	16.49	15.73
Total Proprietary	3,359,142	553,895	2,805,247	16.49	15.73
TOTAL EXPENDITURES	3,359,142	553,895	2,805,247	16.49	15.73
OTHER					
Depreciation	-354,000	-59,000	-295,000	16.67	16.67
Transfers Out	-183,000		-183,000		
GO Revenue Bonds	-78,764	-24,427	-54,337	31.01	56.99
TOTAL OTHER	-615,764	-83,427	-532,337	13.55	15.07
Net change in fund equity	111,094	-25,277	136,371		
Fund equity, beginning		7,967,975			
Fund equity, ending		7,942,698			
Less invested in capital assets		4,725,848			
Net available fund equity		3,216,850			

Surface Water Mgmt
For Year 2016 Through The Month Of February

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Utility Charges	1,546,000	224,659	1,321,341	14.53	14.46
Late fees		3,050	-3,050		
Lake Impr Dist chgs	44,503	4,981	39,522	11.19	18.22
Other prop charges	7,500	930	6,570	12.40	8.60
Interest Earnings	9,000		9,000		.11
TOTAL REVENUES	1,607,003	233,621	1,373,382	14.54	14.66
EXPENDITURES					
Proprietary					
Snail Lake Aug.	29,275	1,996	27,279	6.82	5.95
Surface Water Oper	940,244	47,099	893,145	5.01	4.73
Total Proprietary	969,519	49,095	920,424	5.06	4.77
TOTAL EXPENDITURES	969,519	49,095	920,424	5.06	4.77
OTHER					
Depreciation	-269,000	-44,833	-224,167	16.67	16.67
Transfers Out	-159,000		-159,000		
GO Revenue Bonds	-82,239	-39,745	-42,494	48.33	60.70
TOTAL OTHER	-510,239	-84,578	-425,661	16.58	17.91
Net change in fund equity	127,245	99,947	27,298		
Fund equity, beginning		8,684,758			
Fund equity, ending		8,784,705			
Less invested in capital assets		6,135,855			
Net available fund equity		2,648,850			

Street Light Utility
For Year 2016 Through The Month Of February

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Utility Charges	551,000	81,520	469,480	14.79	14.88
Late fees		1,153	-1,153		
Interest Earnings	2,500		2,500		
TOTAL REVENUES	553,500	82,673	470,827	14.94	15.03
EXPENDITURES					
Proprietary					
Street lighting	279,118	2,639	276,479	.95	6.20
Total Proprietary	279,118	2,639	276,479	.95	6.20
TOTAL EXPENDITURES	279,118	2,639	276,479	.95	6.20
OTHER					
Depreciation	-69,000	-11,500	-57,500	16.67	16.67
Transfers Out	-25,400		-25,400		
TOTAL OTHER	-94,400	-11,500	-82,900	12.18	12.44
Net change in fund equity	179,982	68,534	111,448		
Fund equity, beginning		1,551,811			
Fund equity, ending		1,620,345			
Less invested in capital assets		432,561			
Net available fund equity		1,187,784			

Central Garage Fund
For Year 2016 Through The Month Of February

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Property Taxes	184,000		184,000		
Cent Garage chgs	1,281,150	1,481	1,279,669	.12	.10
Interest Earnings	10,500		10,500		1.62
TOTAL REVENUES	1,475,650	1,481	1,474,169	.10	.10
EXPENDITURES					
Proprietary					
Central Garage Oper	638,373	85,019	553,354	13.32	10.98
Total Proprietary	638,373	85,019	553,354	13.32	10.98
Capital Outlay					
Central Garage Oper		16,308	-16,308		
Total Capital Outlay		16,308	-16,308		
TOTAL EXPENDITURES	638,373	101,327	537,046	15.87	10.98
OTHER					
Sale of Asset	32,000		32,000		
Transfers In	119,400		119,400		
Depreciation	-663,000	-110,500	-552,500	16.67	16.67
Transfers Out	-15,000		-15,000		
GO CIP Bonds	-110,635	-63,378	-47,257	57.29	59.40
TOTAL OTHER	-637,235	-173,878	-463,357	27.29	30.31
Net change in fund equity	200,042	-273,723	473,765		
Fund equity, beginning		4,036,754			
Fund equity, ending		3,763,031			
Less invested in capital assets		3,228,575			
Net available fund equity		534,456			

INVESTMENT SCHEDULE BY SECURITY TYPE
AS OF 02-29-16

Seq#	Institution	Type	Term	Purchased	Matures	Principal	Yield
<hr/>							
CERTIFICATE DEPOSIT							
<hr/>							
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
1,220	Morgan Stanley Smith Barney LLC	CD	731	03-13-15	03-13-17	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
1,237	Wells Fargo Brokerage Services	CD	1,280	12-08-15	02-26-18	245,000.00	1.217700
1,233	Wells Fargo Brokerage Services	CD	813	12-08-15	02-28-18	245,000.00	1.214700
1,234	Wells Fargo Brokerage Services	CD	819	12-08-15	03-06-18	245,000.00	1.202900
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
1,236	Wells Fargo Brokerage Services	CD	1,280	12-08-15	05-25-18	245,000.00	1.268100
1,241	Wells Fargo Brokerage Services	CD	915	12-09-15	06-11-18	248,000.00	1.450000
1,238	Wells Fargo Brokerage Services	CD	1,280	12-08-15	08-28-18	245,000.00	1.464600
1,232	Wells Fargo Brokerage Services	CD	13	12-08-15	09-21-18	245,000.00	1.626700
1,183	Dain Rauscher Investment Services	CD	2,191	09-27-12	09-27-18	249,000.00	1.308400
1,239	Wells Fargo Brokerage Services	CD	1,097	12-09-15	12-10-18	248,000.00	1.500000
1,214	Morgan Stanley Smith Barney LLC	CD	1,461	12-31-14	12-31-18	247,000.00	1.900000
1,243	Dain Rauscher Investment Services	CD	1,092	02-08-16	02-04-19	248,000.00	1.656000
1,235	Wells Fargo Brokerage Services	CD	1,280	12-08-15	06-10-19	249,000.00	1.647400
1,229	Dain Rauscher Investment Services	CD	1,461	10-28-15	10-28-19	247,000.00	1.998600
1,230	Dain Rauscher Investment Services	CD	1,461	10-30-15	10-30-19	153,000.00	1.400000
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
1,240	Wells Fargo Brokerage Services	CD	1,827	12-09-15	12-09-2020	247,000.00	2.200000
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
1,246	Morgan Stanley Smith Barney LLC	CD	31,93	02-22-16	02-22-2024	243,000.00	1.500000
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: 32						7,555,000.00	

FEDERAL HOME LN BK

1,203	Wells Fargo Brokerage Services	FH	1,734	06-19-13	03-19-18	500,000.00	.999900
1,228	Morgan Stanley Smith Barney LLC	FH	30,83	10-20-15	10-20-2020	500,000.00	2.197600
1,215	Dain Rauscher Investment Services	FH	31,93	12-30-14	12-30-2022	500,000.00	3.122900
Total Number Of Investments: 3						1,500,000.00	

INVESTMENT SCHEDULE BY SECURITY TYPE
AS OF 02-29-16

Seq#	Institution	Type	Term	Purchased	Matures	Principal	Yield
<hr/>							
FEDERAL NATL MTG							
<hr/>							
1,170	Dain Rauscher Investment Services	FN	5,475	07-26-12	07-23-2027	1,007,347.00	3.400000
Total Number Of Investments: 1						1,007,347.00	
<hr/>							
FED HM MORTG POOL							
<hr/>							
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	
<hr/>							
TAX EXMPT MNCPL BOND							
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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	
<hr/>							
TAXABLE MUNCPL BONDS							
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1,231	Oppenheimer & Co. Inc.	TM	207	12-07-15	07-01-16	422,025.95	6.434200
1,242	Oppenheimer & Co. Inc.	TM	366	12-21-15	12-21-16	403,072.00	1.620600
1,201	Dain Rauscher Investment Services	TM	1,554	04-30-13	08-01-17	452,342.50	1.546300
1,247	Dain Rauscher Investment Services	TM	797	02-24-16	05-01-18	806,336.00	1.528700
1,202	Dain Rauscher Investment Services	TM	1,919	04-30-13	08-01-18	493,511.75	1.846400
1,245	Dain Rauscher Investment Services	TM	896	02-17-16	08-01-18	256,074.80	1.419800
1,190	Dain Rauscher Investment Services	TM	2,302	12-11-12	04-01-19	503,020.00	1.349700
1,222	Dain Rauscher Investment Services	TM	1,357	08-13-15	05-01-19	1,173,586.50	2.324700
1,227	Dain Rauscher Investment Services	TM	1,307	10-02-15	05-01-19	512,050.00	2.402400
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
1,244	Dain Rauscher Investment Services	TM	1,536	02-16-16	05-01-2020	506,450.00	2.015100
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

INVESTMENT SCHEDULE BY SECURITY TYPE
AS OF 02-29-16

Seq#	Institution	Type	Term	Purchased	Matures	Principal	Yield
Total Number Of Investments: 15						7,010,529.70	
Sub-Total Of Investments:						18,347,647.45	
2016A BONDS						5,499,893.64	
4M Municipal Money Mkt Fund						12,637,630.50	
2011 COP Debt Service Reserve						8,440.24	
GMHC Savings Acct USBank						163,311.01	
4M Fund - Hockey Escrow						4,728.61	
MSILF Govt Cash Mgmt MM						83,161.25	
GRAND TOTAL OF CASH & INVESTMENTS:						36,744,812.70	

TO: MAYOR, CITY COUNCIL AND CITY MANAGER
FROM: MARK J. MALONEY, PUBLIC WORKS DIRECTOR
DATE: MARCH 21, 2016
SUBJ: PUBLIC WORKS MONTHLY REPORT

PEDESTRIAN SAFETY

The positive responses and outcome of the installation of a pedestrian activated rectangular rapid flashing beacon (RRFB) system for the trail crossing at Victoria Street near Island Lake Elementary and St. Odilia's last fall has led staff to turn its focus to reviewing the City's current pedestrian safety guidelines. Staff is currently developing a thorough inventory and analysis of the City's 190 painted crosswalks and other existing pedestrian facilities. By developing clear guidelines and criteria for warranted installations, the City will provide a safer and more usable network for pedestrians.



MAINTENANCE ACTIVITIES

Street crews responded to weather conditions by pre-treating streets and applying salt after one snow event. Equipment is cleaned and inspected and disassembled as necessary so it could be used for other purposes. One water main break was repaired and both streets and utility crews worked together to complete the repair. Utility crews also completed one sewer service repair. All public works crews attended the annual "Right to Know" and general safety training and they also attended the Red Cross CPR refresher workshop.

Street crews monitored catch basins throughout the initial snow melt and cleared them as necessary. They completed the seasonal boulevard tree trimming and trimmed trees and shrubs along trails and around signs. Annual load limits began on February 29th and crews installed weight limit signs on streets throughout the city. Crews were able to begin spring street sweeping and trail sweeping. The first round of street sweeping was completed and now one sweeper will continue sweeping as the weather and time allows. Crews began repairing areas along boulevards that had been damaged by city snow plows. Crews took an inventory of concrete sidewalk panels that were uneven and potential tripping hazards. They began milling (grinding down) higher panels and repairing panels as needed. They are also spot patching pot holes on streets throughout the city. Street crews also began inspecting and cleaning around ponds.

Utility Crews continue with their daily inspections, collecting water samples and marking locations for excavations. Location requests begin to ramp up this time of year and more personnel are required for marking city utilities. Regular and routine maintenance cleaning of the wells and lift stations continues. Crews have been painting in the well houses as time allows. They are also working on the biennial pumping down and cleaning of the lift stations. Crews removed the protective bags from the hydrants and are repairing or replacing hydrant flags as needed. They continue inspecting manholes, covers and castings and flushing sanitary sewer lines. They have also been repairing manholes, valves and curb stops as time allows.

The Department of Corrections crew has gone back to cleaning the maintenance facility two times a week. Crews have been trimming trees, and chipping brush along trails and in parks. They have begun spring clean up in parks, around ponds and along the Highway 96 and Lexington corridors. They are picking up trash and raking out flower beds. As time allows they are cleaning vehicles and the garage and around the maintenance facility.

ENVIRONMENTAL SERVICES

Environmental Quality Committee (EQC)

The Environmental Quality Committee is currently advertising the 2016 Environmental Speaker Series. The series is held at 7:00pm the 3rd Wednesday of each month, January through April in the City Hall Council Chambers. The February 17th, Blake Huffman, presented on “Rice Creek Commons: Neighborhood of the Future.” Approximately 50 people attended the event. Mark Maloney presented on Shoreview’s Innovative Infrastructure at the session on March 16th. 13 people attended and participation was very high through the presentation with many excellent questions and discussion topics.

Water Conservation Program

The Shoreview Water Conservation Program has fully recruited all of its volunteers. Staff is beginning to collect readings for the participants to develop the Water Usage Reports for the volunteers. Staff is also working with the grant administrators to utilize excess funds from under budget items to increase technical assistance capacity for the reports.

Forestry

Natural Resources Specialist recently attended the Shade Tree Short Course, a two day training providing most recent data on various Forestry topics. The City Tree Sale is now open to all Shoreview Residents. The order form can be found online and in the March/April edition of ShoreViews. Staff is also surveying for Emerald Ash Borer from now to early spring. Five trees have been identified with EAB so far this spring. Staff is reviewing applications for the two Forestry Intern positions which will be administering the EAB treatment program.

PROJECT UPDATES

Water Treatment Plant – Project 14-02 – The truss portion of the roof is complete and work will be starting on the flat roof areas. Work inside the building is also continuing and includes the installation of the process, piping, painting of walls, and installation of mechanical and electrical systems.

Turtle Lane Neighborhood & Schifsky Road Reconstruction – Project 15-01 – All construction work for both project areas is complete except for a few minor items that will be completed in the spring.

Relocation of Water Main – I694 3rd Lane – Project 15-10 – The plans and specifications for the project were approved at the March 7th Council meeting and is currently out for bid. The bid opening is scheduled for Tuesday, March 29th at 10:00am.

Virginia/Dennison/Lilac Reconstruction – Project 16-01 – The public hearing for the project was held at the March 7th Council meeting and no comments were received from residents. Staff is working to complete the final plans and specifications for the project, which will be presented to the Council for approval at the March 21st Council meeting.

Grand Avenue Reconstruction & Extension – Project 16-02 – The public hearing for the project was held at the March 7th Council meeting and no comments were received from residents. Staff is working to complete the final plans and specifications for the project, which will be presented to the Council for approval at the March 21st Council meeting.

Well No. 6 Raw Water Pipeline – Project 16-06 – The bid for the project was held on Thursday, March 10th and two bids were received. Both bids were under the estimated construction cost for the project. Staff will recommend award of the project to the low bidder at the March 21st Council meeting.

Highway 96 Turn Lane – Project 16-07 – The consultant hired by Kowalski's to design the left turn lane on Highway 96 is currently working on the plans for the project. It is expected that the construction of the turn lane will be included with the Virginia/Dennison/Lilac and Grand Avenue Reconstruction Projects.

REGULAR COUNCIL MEETING
MARCH 21, 2016

t:/monthly/2016/March 2016 Monthly Report

TO: MAYOR AND COUNCILMEMBERS

**FROM: TERRY SCHWERM
CITY MANAGER**

DATE: MARCH 17, 2016

SUBJECT: PARKS AND RECREATION MONTHLY REPORT

DEPARTMENT ACTIVITY

The Building and Grounds Superintendent Gary Chapman has been working on several park and Community Center capital projects. The playground equipment at Wilson Park is scheduled to be replaced this year, along with the installation of a new picnic shelter. Staff will be working with the landscape architect/park planners at WSB & Associates to draw up plans for these improvements. Once the plans are completed and playground proposals are received, we will be hosting a neighborhood meeting to obtain resident feedback on the plans.

The City Council will be considering quotes at their March 21st meeting to replace the surface of the indoor running track at the Community Center. The current track is the original material that was installed more than 25 years ago. The new synthetic rubber track surface that will be installed directly over the existing surface and will provide additional cushioning and a fresh look to the track. Staff has also started working on several projects that will be occurring during the annual pool shutdown in September.

The Parks and Recreation Commission and City Council met at the February workshop meeting to review three alternative concept plans that had been developed for the Shoreview Commons area by StanTec. The Commission and Council provided feedback on the proposed plans and the staff is working with the consultant to further refine the concepts based on that feedback. Prior to refining the plans, the staff and consultant felt it would be a good idea to obtain soil borings in several locations on the site to insure that any proposed new facilities would not have extraordinary costs because of the poor soils. Once the soil borings are complete, StanTec will update the concept plans. Staff will then explore ways to solicit public input including use of the City's website and social media, a public information open house, and a possible focus group.

COMMUNITY CENTER

Daily admission revenues for the Tropics Waterpark remained at a high level during the month of February. Even with the unseasonable warm temperatures near the end of the month, many guests and members came in to enjoy the pool. There were nearly 2000 wristbands distributed on Presidents' Day which is very typical for that holiday. Swim lesson participation has increased this year with 177 classes and 634 participants. There was a decrease in the number of daytime pool parties, however, all

pool side party package time slots were booked during February primarily with year-end team parties. Ellis and Associates audited the aquatic staff on February 19th. Staff received an overall score of exceeds on their lifeguarding and emergency action plans for spinal management and unconscious guest in distress. All five staff that were individually evaluated also received an exceeds expectations.

The fitness center continued to be well used by our guests and members during February. Staff has had to work continuously to keep equipment clean and in working order. The treadmills and elliptical remain the most used pieces of equipment. The stepmill has been experiencing some mechanical issues. Staff will be replacing this piece of equipment in the next month.

Staff has been investigating partnering with Refit Life, which is a small group fitness training program that also includes a nutrition component with a registered dietician. The program meets four days a week for 12 weeks to work on strength training, cardiovascular conditioning, and flexibility training. This program has been successful in a number of community and athletic centers, bringing in new members as well as establishing a greater sense of health and wellness.

Membership sales increased substantially this month compared to last year. There were nearly 200 memberships sold during February. The increase in membership sales were in the annual resident prepaid dual membership and annual resident prepaid family membership categories. The retention rate this month was over 90%. Staff has been focusing marketing efforts on memberships. There were two full color membership advertisements in the Monitor which is a newspaper that serves the Roseville area. There were also full page color inserts in the Bulletin and Press Publications.

A new insurance program will be added in the next few months. The Silver and Fit program is an insurance program that provides adults over 65 years of age a free membership to participating health clubs. There have been many requests from members and guests for this program. Unlike Silver Sneakers, this program does not reimburse the City based on the number of visits and would not allow access to free fitness classes. Silver and Fit participants would be able to register for fitness classes at a 30% discount just like other memberships categories. Resident and regular Shoreview Community Center senior memberships will still be able to utilize the Senior Fit classes free of charge.

The Community Center was well used by corporate rentals this month. The Richard Wedell Community Room had a 20% increase in rental revenue. There were 10 receptions hosted in the banquet rooms and 19 corporate events. Some of the corporate groups that held events were Xcel Engineering, Fairview Medical Group, Minnesota Department of Transportation, Department of Natural Resources, Metro ECSU, Ramsey County Sheriff's Department, US Bank and Minnesota Department of Health.

RECREATION PROGRAMS

Spring registration started at the end of February. There are currently 1700 participants registered for recreational programs and activities. On-line registrations accounted for more

than 55% of all registrations. There are currently 210 children enrolled in the Summer Discovery child care program. This year, staff is utilizing a new training program for our Summer Discovery staff. The City of Shoreview and Fridley purchased an annual subscription to Leadership Essentials. It is an on-line training program that has developed over 100 innovative videos that focus on teaching staff how to supervise, lead, and nurture healthy relationships with youth.

Weekly field trips have already been scheduled for the summer child care program. In addition to the regular trips and activities, the Summer Discovery Program will be participating in a program called foot golf. This activity is held at Gem Lake Golf Course in White Bear Lake. It is similar to Frisbee golf but uses soccer skills. Soccer balls are kicked through the golf course and the game is scored similar to traditional golf.

Group Fitness classes have been popular with nearly 1000 participants attending classes. Staff is investigating some different class structures and offerings for this upcoming summer and fall sessions. Last year, some children's fitness classes were implemented that were well attended. There are nine senior fit classes offered each week. Staff is considering offering one more senior fit class in the gym activity room. These classes are very popular and fill up immediately.

The Sweetheart Dance was held on Friday, February 12th in the Richard Wedell Community Room. This year, a photo booth and balloon arch was added to the event. There was a DJ that provided entertainment ranging from games and music for dancing. There were over 130 participants enjoying three different crafts, temporary tattoos, face painting, and refreshments. Upcoming special events included a Dive-In Movie and the annual Egg Hunt.

The ice rinks closed for the season in late February. There were more than 8000 visits which is below last year's participation (attendance history attached). This low attendance was primarily due to a very mild winter with the rinks only being open from January 1 through late February. Bethel University rents Bobby Theisen and Wilson Park for its intramural broomball league.

North Suburban Soccer Association, Shoreview Area Youth Baseball, Mounds View Area Softball and Mounds View Area Youth Lacrosse were granted recognition as a local youth athletic organization and receive priority field scheduling in the City of Shoreview.

Staff has been working with the Ramsey County Library on some collaborative programs. The library has numerous volunteers anxious to get involved with community activities and events. One idea being explained is to partner with the library to kick off the Walking Club the city started last summer. The Walking Club was very successful the first few weeks when it was led by staff, however, participation decreased when the walks did not have a leader. After analyzing surveys, the consensus was that most participants appreciated having a group leader.

PARKS MAINTENANCE CREW

It is a month of transition for the parks maintenance crew moving from winter to spring activities. If the weather stays warm, the crews will begin preparing athletic fields for use.

The crew has been repairing hockey nets and putting them into storage for next season. All hockey rink gate planks have been repaired and put into storage. The crew has removed all the benches and tables from the park buildings and they are in the process of stripping and waxing the floors. All the rubber has been picked up, cleaned and put into storage from outside of each building.

The crews trimmed trees along Highway 96 and at Bucher and Sitzer Parks. The DOC crew has started cutting down perennials in the planting beds at the Community Center. They will start on Highway 96 this week, weather permitting. The crew also removed all the landscape arrangements from the planters outside the Community Center.

The crew has changed furnace filters in all the park buildings. Now that daylight savings time is here again, the crew will reset timers in the buildings. A new timer was installed in the pavilion to control all the outside building lights. We had a photo-cell controlling them in the past, but we had to replace it three times last year. Contractors also repaired lights on the sign entering into the Community Center and on 96 and Lexington. The crew is in the process of removing the holiday lights and cords.

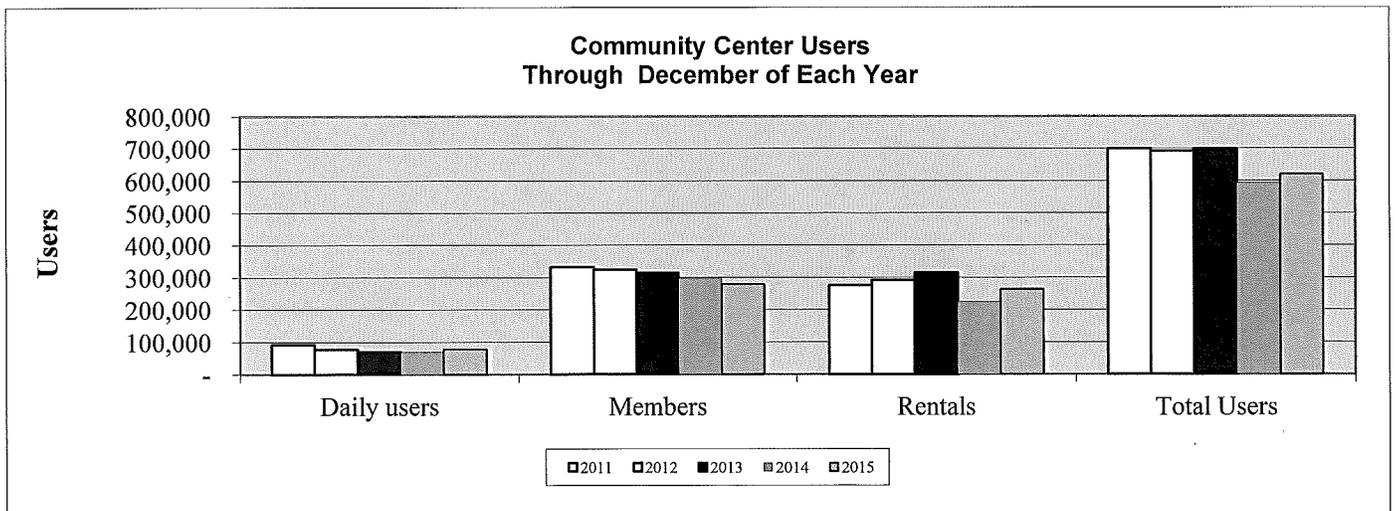
The crew continues to pick up trash on a daily basis at the Community Center, the Library and the parks. The trash receptacles are dumped on an as needed basis. With the warmer weather, people are out in the parks already. Trash has started to build up quicker now.

COMMUNITY CENTER CREW

The crew has been busy keeping the building on its cleaning schedule. The crew cleaned carpet in the Shoreview Room. This was done after a contractor patched holes, taped, sanded and painted the soffits. The crew also cleaned the carpet in the Community Room. We are also in the process of getting quotes for the upper level lighting retrofit project. This will include the Council Chambers, both banquet rooms and common areas. We are in the process of planning for this year's pool shutdown.

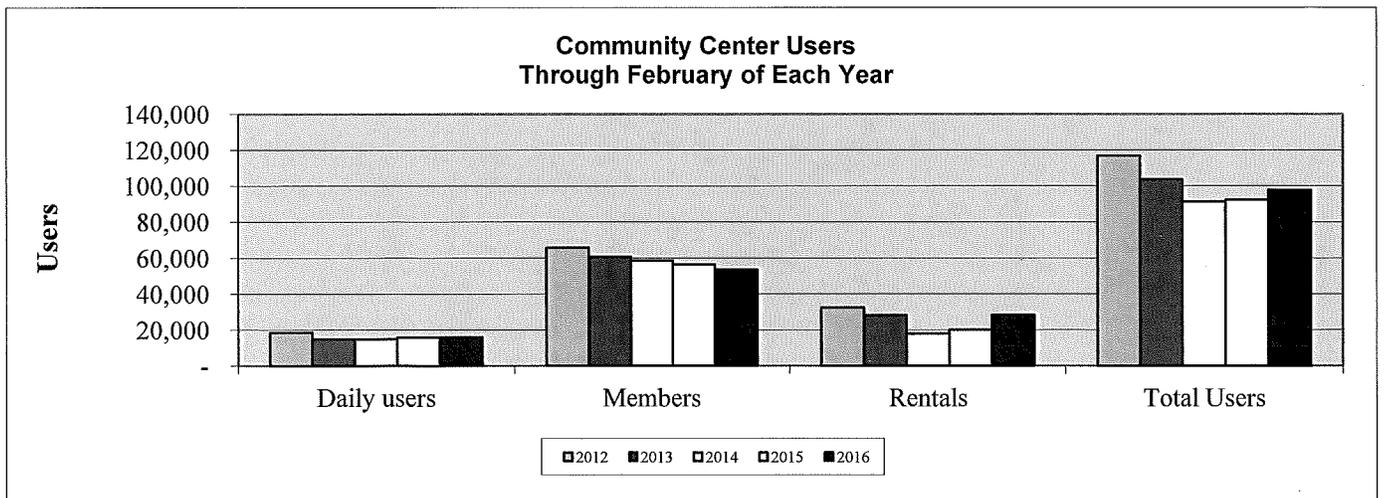
**Community Center Activity Year-to-date
Through December Each Year**

	2011	2012	2013	2014	2015
Number of Users:					
Daily users	91,392	76,521	70,573	69,699	77,913
Members	332,762	324,216	313,395	297,735	279,026
Rentals	274,871	291,879	314,924	225,738	263,570
Total Users	699,025	692,616	698,892	593,172	620,509
Revenue:					
Admissions	\$ 597,166	\$ 555,209	\$ 580,832	\$ 596,787	\$ 642,912
Memberships-annual	1,007,883	1,040,037	1,007,551	1,013,369	961,578
Memberships-seasonal	103,304	97,673	97,272	105,793	92,335
Room rentals	250,299	255,186	303,211	307,634	325,075
Wave Café	195,578	192,351	210,860	217,033	216,908
Commissions	14,503	14,546	12,025	13,602	14,356
Locker/vending/video	29,606	26,453	24,198	22,042	21,069
Merchandise	13,724	14,521	14,005	11,691	13,435
Other miscellaneous	1,323	672	14,259	13,346	14,333
Building charge	98,441	101,757	101,687	113,615	103,000
Interest	20,674	14,100	(42,835)	65,924	-
Transfers in	297,000	300,000	312,000	339,000	366,000
Total Revenue	2,629,501	2,612,505	2,635,065	2,819,836	2,771,001
Expenditures:					
Personal services	1,352,471	1,399,969	1,473,504	1,475,983	1,556,367
Supplies	448,853	446,077	478,444	528,352	489,831
Contractual	600,542	599,683	624,145	670,493	651,730
Other	-	5,727	-	-	-
Total Expenditures	2,401,866	2,451,456	2,576,093	2,674,828	2,697,928
Rev less Exp Year-to-date	\$ 227,635	\$ 161,049	\$ 58,972	\$ 145,008	\$ 73,073



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

	2012	2013	2014	2015	2016
Number of Users:					
Daily users	18,610	14,974	14,865	15,833	15,870
Members	65,839	60,662	58,612	56,438	53,587
Rentals	32,464	28,108	17,878	20,004	28,323
Total Users	116,913	103,744	91,355	92,275	97,780
Revenue:					
Admissions	\$ 114,896	\$ 110,376	\$ 122,030	\$ 139,575	\$ 146,635
Memberships-annual	189,731	186,910	196,463	194,134	203,550
Memberships-seasonal	23,930	23,062	26,520	22,858	20,855
Room rentals	49,672	53,470	46,321	61,740	63,116
Wave Café	37,434	38,975	45,449	43,407	47,264
Commissions	279	426	73	784	1,100
Locker/vending/video	4,031	3,135	2,798	2,498	2,139
Merchandise	2,341	2,345	2,051	1,857	2,523
Other miscellaneous	63	(93)	(137)	(109)	148
Transfers in	50,000	52,000	56,500	61,000	64,000
Total Revenue	472,377	470,606	498,068	527,744	551,330
Expenditures:					
Personal services	197,043	197,424	194,307	210,552	209,640
Supplies	54,670	68,001	68,049	60,862	55,359
Contractual	27,679	55,978	48,122	46,834	40,411
Total Expenditures	281,877	321,403	310,478	318,248	305,410
Rev less Exp Year-to-date	\$ 190,500	\$ 149,203	\$ 187,590	\$ 209,496	\$ 245,920



**Community Center Monthly Activity
For the Year 2015**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Number of Users:													
Daily users	8,140	7,693	6,827	5,768	6,952	6,477	6,963	8,188	3,831	3,832	6,026	7,216	77,913
Members	29,987	26,451	25,972	23,249	21,047	21,655	22,777	21,973	18,619	20,808	22,427	24,061	279,026
Rentals	9,409	10,595	10,055	9,993	12,980	43,404	54,139	44,304	14,652	29,619	13,598	10,822	263,570
Total Users	47,536	44,739	42,854	39,010	40,979	71,536	83,879	74,465	37,102	54,259	42,051	42,099	620,509
Revenue:													
Admissions	\$ 64,470	\$ 61,080	\$ 73,343	\$ 45,755	\$ 44,604	\$ 49,396	\$ 51,073	\$ 54,765	\$ 27,777	\$ 28,756	\$ 36,021	\$ 49,671	\$ 586,711
Indoor playground	7,111	6,914	6,776	4,086	3,336	2,950	2,931	4,353	2,614	3,359	5,447	6,324	56,201
Memberships	131,331	85,661	83,759	64,783	60,711	71,901	62,697	72,933	71,878	79,230	102,156	166,873	1,053,913
Room rentals	32,082	29,658	30,567	25,627	27,718	27,973	24,441	26,934	21,102	28,085	24,966	25,922	325,075
Wave Café	21,724	21,683	27,356	17,451	16,751	17,198	17,027	19,678	13,612	13,833	15,106	15,489	216,908
Commissions	784	-	-	-	470	655	2,085	1,711	3,625	3,049	1,661	316	14,356
Locker/vending/video	1,100	1,398	2,243	1,506	1,449	1,442	1,783	2,040	1,283	1,806	1,350	3,669	21,069
Merchandise	1,085	772	1,226	1,292	1,403	1,479	1,609	1,643	644	686	679	917	13,435
Other miscellaneous	(29)	(80)	52	1,664	27	127	31	34	36	32	1,335	11,104	14,333
Building charge	-	-	-	-	-	103,000	-	-	-	-	-	-	103,000
Interest	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers in	30,500	30,500	30,500	30,500	30,500	30,500	30,500	30,500	30,500	30,500	30,500	30,500	366,000
Total Revenue	290,158	237,586	255,822	192,664	186,969	306,621	194,177	214,591	173,071	189,336	219,221	310,785	2,771,001
Expenditures:													
Personal services	84,628	125,924	121,283	119,613	161,920	100,242	123,539	128,780	122,694	177,024	118,533	172,187	1,556,367
Supplies	5,189	55,673	61,501	46,924	34,621	46,299	33,811	35,548	47,596	32,373	30,528	59,768	489,831
Contractual	12,824	34,010	67,035	54,136	52,133	43,451	61,462	45,769	62,946	106,691	40,890	70,383	651,730
Other	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers out	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	102,641	215,607	249,819	220,673	248,674	189,992	218,812	210,097	233,236	316,088	189,951	302,338	2,697,928
Rev less Exp (monthly)	\$ 187,517	\$ 21,979	\$ 6,003	\$ (28,009)	\$ (61,705)	\$ 116,629	\$ (24,635)	\$ 4,494	\$ (60,165)	\$ (126,752)	\$ 29,270	\$ 8,447	\$ 73,073
Rev less Exp (ytd)	\$ 187,517	\$ 209,496	\$ 215,499	\$ 187,490	\$ 125,785	\$ 242,414	\$ 217,779	\$ 222,273	\$ 162,108	\$ 35,356	\$ 64,626	\$ 73,073	

**Community Center Monthly Activity
For the Year 2014**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Number of Users:													
Daily users	8,204	6,661	10,413	5,480	4,230	5,389	4,858	5,232	2,251	4,010	6,320	6,651	69,699
Members	31,509	27,103	29,692	26,463	22,454	23,645	23,864	22,155	18,845	21,735	24,257	26,013	297,735
Rentals	9,996	7,882	9,500	11,995	17,617	43,616	40,248	42,655	9,917	11,853	10,983	9,476	225,738
Total Users	49,709	41,646	49,605	43,938	44,301	72,650	68,970	70,042	31,013	37,598	41,560	42,140	593,172
Revenue:													
Admissions	\$ 58,989	\$ 49,221	\$ 88,178	\$ 40,092	\$ 31,934	\$ 51,666	\$ 47,411	\$ 44,773	\$ 15,288	\$ 25,596	\$ 41,447	\$ 46,543	\$ 541,138
Indoor playground	8,013	5,807	8,607	5,131	2,057	3,568	2,782	3,251	2,042	3,054	6,160	5,177	55,649
Memberships	139,300	83,683	101,639	73,674	68,059	71,484	68,244	73,477	74,023	88,292	108,899	168,388	1,119,162
Room rentals	26,034	20,287	32,717	29,119	27,176	25,290	21,856	19,529	28,629	27,221	20,320	29,456	307,634
Wave Café	24,419	21,030	30,955	18,308	13,815	17,321	14,982	15,534	11,784	14,877	15,617	18,391	217,033
Commissions	-	73	53	1,579	1,193	1,050	1,733	802	3,417	2,394	1,065	243	13,602
Locker/vending/video	3	2,795	2,811	1,444	1,785	1,873	1,604	1,348	1,099	1,641	1,796	3,843	22,042
Merchandise	982	1,069	1,108	1,110	937	1,536	1,468	1,094	396	656	622	713	11,691
Other miscellaneous	(42)	(95)	(43)	29	1	296	56	42	18	21	366	12,697	13,346
Building charge	-	-	-	-	-	100,000	-	-	-	-	-	-	113,615
Interest	-	-	-	-	-	-	-	-	-	-	-	-	65,924
Transfers in	28,250	28,250	28,250	28,250	28,250	28,250	28,250	28,250	28,250	28,250	28,250	28,250	339,000
Total Revenue	285,948	212,120	294,275	198,736	175,207	302,334	188,386	188,100	164,946	192,002	224,542	393,240	2,819,836
Expenditures:													
Personal services	80,502	113,805	109,267	111,237	164,246	116,446	112,900	123,504	111,300	158,776	113,176	160,824	1,475,983
Supplies	15,848	52,201	51,609	58,274	24,061	37,144	38,870	61,592	26,314	56,206	29,329	76,904	528,352
Contractual	8,229	39,893	48,847	45,114	28,652	81,027	33,283	79,182	73,306	76,445	49,392	107,123	670,493
Other	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers out	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	104,579	205,899	209,723	214,625	216,959	234,617	185,053	264,278	210,920	291,427	191,897	344,851	2,674,828
Rev less Exp (monthly)	\$ 181,369	\$ 6,221	\$ 84,552	\$ (15,889)	\$ (41,752)	\$ 67,717	\$ 3,333	\$ (76,178)	\$ (45,974)	\$ (99,425)	\$ 32,645	\$ 48,389	\$ 145,008
Rev less Exp (ytd)	\$ 181,369	\$ 187,590	\$ 272,142	\$ 256,253	\$ 214,501	\$ 282,218	\$ 285,551	\$ 209,373	\$ 163,399	\$ 63,974	\$ 96,619	\$ 145,008	

Rink Attendance History

Year	Shamrock	Commons	McCullough	Bucher	Sitzer	Theisen	Wilson	TOTALS
2000-01	1,351	2,409	1,762	3,557	1,560	1,381	734	12,754
Days Open	61	60	61	60	61	62	62	427
Avg / Day	22	40	29	59	26	22	12	30
2001-02	1,100	1,725	1,118	1,761	760	846	602	7,912
Days Open	40	40	40	40	40	40	40	280
Avg / Day	28	43	28	44	19	21	15	28
2002-03	1,760	0	1,870	2,271	2,148	1,782	968	10,799
Days Open	67	0	67	67	67	67	67	402
Avg / Day	26	0	28	34	32	27	14	27
2003-04	1,614	581	947	1,562	2,022	1,195	1,410	9,331
Days Open	37	36	35	37	38	40	40	263
Avg / Day	44	16	27	42	53	30	35	35
2004-05	1,665	552	829	1,458	1,815	1,335	800	8,454
Days Open	38	41	37	39	38	39	37	269
Avg / Day	44	13	22	37	48	34	22	31
2005-06	1,743	781	1,776	2,130	2,255	2,408	1,742	12,835
Days Open	53	54	54	53	55	53	54	376
Avg / Day	33	14	33	40	41	45	32	34
2006-07	992	648	689	1,242	1,452	905	983	6,911
Days Open	35	36	37	33	35	35	35	246
Avg / Day	28	18	19	38	41	26	28	28
2007-08	1,580	1,873	1,395	2,636	1,979	1,541	1,117	12,121
Days Open	70	69	70	70	70	69	69	487
Avg / Day	23	27	20	38	28	22	16	25
2008-09	1,687	2,201	1,349	2,674	1,551	1,964	1,376	12,802
Days Open	47	53	51	54	52	55	53	365
Avg / Day	36	42	26	50	30	36	26	35
2009-10	1,635	2,092	1,383	2,019	2,044	1,831	1,290	12,294
Days Open	54	53	54	54	54	54	54	377
Avg / Day	30	39	26	37	38	34	24	33
2010-11	1,057	2,347	1,753	2,510	1,446	1,763	1,084	11,960
Days Open	51	52	51	52	52	52	52	362
Avg / Day	21	45	34	48	28	34	21	33
2011-12	1,109	2,048	580	1,654	1,068	1,386	663	8,508
Days Open	46	49	44	47	46	49	44	325
Avg / Day	24	42	13	35	23	28	15	26
2012-13	1,099	1,827	910	1,665	1,837	1,461	740	9,539
Days Open	50	61	51	52	51	52	52	369
Avg / Day	22	30	18	32	36	28	14	26
2013-14	1,421	1,270	902	1,503	1,023	1,273	687	8,079
Days Open	57	59	55	58	56	58	56	399
Avg / Day	25	22	16	26	18	22	12	20
2014-15	1,350	1,484	513	1,632	1,576	2,005	857	9,417
Days Open	51	52	48	51	49	51	49	351

Avg / Day	26	29	11	32	32	39	17	27
2015-16	1,024	1,020	777	1,557	1,033	1,701	1,195	8,307
Days Open	47	47	46	47	47	47	47	328
Avg / Day	22	22	17	33	22	36	25	25

MOTION SHEET

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

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

Date	Description	
03/04/16	Accounts payable	\$160,908.74
03/09/16	Accounts payable	\$325,342.78
03/15/16	Accounts payable	\$51,380.71
03/16/16	Accounts payable	\$245,781.65
03/16/16	Accounts payable	\$1,947.72
	Sub-total Accounts Payable	\$ 785,361.60
03/18/16	Payroll (including direct deposits)	\$159,511.11
	Sub-total Payroll	\$ 159,511.11
	Total	\$ 944,872.71

ROLL CALL:	AYES	NAYS
Johnson		
Quigley		
Wickstrom		
Springhorn		
Martin		

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
ACE SOLID WASTE	SOLID WASTE COLLECTION	701	46500	3640		001		\$259.23	\$259.23
BAUER BUILT TIRE AND BATTERY I	TIRE REPAIR SWEEPER S2	701	46500	3190		002		\$60.50	\$60.50
BEACON ATHLETICS	YELLOW FENCE CAP FOR SHAMROCK PARK	101	43710	2240				\$1,119.00	\$1,119.00
BEACON ATHLETICS	BALLFIELD LINE CHALK-SPARKLE #6	101	43710	2260				\$265.00	\$265.00
BEISSWENGERS HARDWARE	CLEANING SUPPLIES	101	43710	2110				\$42.96	\$42.96
BEISSWENGERS HARDWARE	GARDEN HOSE REPAIR	701	46500	2220		003		\$13.76	\$13.76
BRAKE & EQUIPMENT WAREHOUSE	BRAKE ROTOR UNIT 301	701	46500	2220		001		\$160.30	\$160.30
BRAKE & EQUIPMENT WAREHOUSE	REAR BRAKE ROTORS UNIT 301	701	46500	2220		001		\$163.38	\$163.38
CDW GOVERNMENT, INC	APC BATTERY REPLACEMENT	101	40550	3860		004		\$174.52	\$174.52
CHESS	MAINTENANCE PLAN - FEBRUARY	101	40210	3190		007		\$625.00	\$625.00
COMMERCIAL FURNITURE SERVICES	PARK & REC OFFICE CABINETS	220	43800	3810		003		\$2,485.85	\$2,485.85
DULTMEIER SALES	BRUSHES FOR WASH BAY, STEEL BAND	701	46500	2183		001		\$264.43	\$264.43
FERGUSON WATERWORKS #1657	PIPE HANGERS AND CLAMPS FOR SPRINKLER	701	46500	2183		001		\$26.26	\$26.26
FERGUSON WATERWORKS #2516	SEWER REPAIR PARTS	602	45550	2280		002		\$155.40	\$155.40
FIRST LAB, INC.	DOT RANDOM	101	40210	3190		001		\$107.90	\$107.90
FLEETPRIDE INC	CLEARANCE/MARKER LIGHTS	701	46500	2220		001		\$13.74	\$13.74
GERTENS WHOLESALE	PRUNING SEALER	101	43710	2240				\$107.88	\$107.88
GERTENS WHOLESALE	PRUNING SEALER	101	43710	2240				\$107.88	\$107.88
GERTENS WHOLESALE	PRUNING SEALER	101	43710	2240				\$107.88	\$107.88
GOPHER STATE ONE-CALL	GOPHER ONE LOCATE CHARGE	601	45050	3190		001		\$43.87	\$175.45
		602	45550	3190		001		\$43.86	
		603	45850	3190		001		\$43.86	
		604	42600	3190				\$43.86	
GRAINGER, INC.	TRASH GRABBERS FOR PARKS	101	43710	2400				\$89.82	\$89.82
GRAINGER, INC.	SDS BINDER FOR PARK SHOP	101	43710	2180				\$41.44	\$41.44
GRAINGER, INC.	HARD HATS	601	45050	2280		001		\$82.50	\$82.50
H & L MESABI, INC.	PLOW BLADE EDGE	701	46500	2220		001		\$261.68	
HILLYARD, INC - MINNEAPOLIS	CLEANING SUPPLIES PARKS	101	43710	2110				\$122.12	\$122.12
HUGO EQUIPMENT COMPANY	REPAIR TO HUSQVARNA TRIM SAW	701	46500	3190		002		\$316.23	\$316.23
INNOVATIVE OFFICE SOLUTIONS LL	GENERAL OFFICE SUPPLIES	101	43400	2010				\$60.88	\$88.16
		101	40200	2010				\$27.28	
INNOVATIVE OFFICE SOLUTIONS LL	GENERAL OFFICE SUPPLIES	101	40550	2010		003		\$34.48	\$48.58
		101	40200	2010		002		\$14.10	
INSTRUMENTAL RESEARCH INC	MONTHLY SAMPLES	601	45050	3190		004		\$225.00	\$225.00
LARSON COMPANIES	MISC. FILTERS	701	46500	2220		003		\$125.70	
LARSON COMPANIES	MISC. FILTERS	701	46500	2220		003		\$82.36	\$82.36
LILLIE SUBURBAN NEWSPAPERS INC	LEGAL NOTICES	578	47000	5950				\$58.05	\$221.45
		101	40200	3360		001		\$107.50	
		450	47000	5950				\$55.90	
MAC QUEEN EQUIPMENT INC.	MISC PARTS FOR CROSSWINDS SWEEPER	701	46500	2220		001		\$875.93	\$875.93
MAC QUEEN EQUIPMENT INC.	RETURNED LINKAGE FOR CROSSWINDS SWEEPER	701	46500	2220		001		-\$355.19	-\$355.19
MAC QUEEN EQUIPMENT INC.	SIDE DOOR HINGES FOR TRACKLESS	701	46500	2220		002		\$45.70	\$45.70
MANSFIELD OIL COMPANY	UNLEADED FUEL	701	46500	2120		001		\$979.41	\$979.41
MINNCOR INDUSTRIES	OFFICE CHAIRS (3)	101	40500	2010		004		\$1,387.00	\$1,387.00
MINNESOTA DEPARTMENT OF CORREC	6 MONTHS OF DOC WORK CREW SERVICES	101	43450	3190				\$4,125.55	
		101	43710	3190				\$8,251.09	
		101	43900	3190				\$4,125.55	\$41,255.50
		601	45050	3190				\$10,313.88	
		603	45850	3190				\$10,313.88	
		701	46500	3196				\$4,125.55	
MODERN FENCE & CONST. INC.	CHAIN LINK FENCING FOR HOCKEY GOALS	101	43710	2240				\$142.00	

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
NAPA AUTO PARTS	FUEL FILTER CROSSWINDS SWEEPER	701	46500	2220		001	\$61.99	\$61.99
NAPA AUTO PARTS	OIL FILTERS ELGIN SWEEPERS	701	46500	2220		002	\$49.98	\$49.98
NAPA AUTO PARTS	TRANSMISSION FILTER CROSSWINDS SWEEPER	701	46500	2220		001	\$27.99	\$27.99
NAPA AUTO PARTS	GEARBOX OIL	701	46500	2130		001	\$65.88	\$65.88
NEWMAN SIGNS	SIGN BLANKS	101	42200	2180		003	\$291.84	\$291.84
NORTHERN ELECTRICAL CONTRACTOR	REPAIRS TO CC LIGHTING	220	43800	3810		003	\$1,635.00	\$1,635.00
NORTHERN ELECTRICAL CONTRACTOR	REPAIRS TO PAVILION	101	43710	3190			\$277.50	\$277.50
OFFICE DEPOT	GENERAL OFFICE SUPPLIES	101	40200	2010		002	\$5.06	\$56.50
		101	40800	2180			\$23.64	
		101	40500	2010		008	\$6.30	
		225	43555	2170			\$21.50	
OFFICE DEPOT	GENERAL OFFICE SUPPLIES	101	40210	2180			\$33.77	
		101	40200	2010		002	\$13.58	
		101	40800	2180			\$33.98	
OFFICE DEPOT	GENERAL OFFICE SUPPLIES	101	43400	2010			\$148.24	\$148.24
ON SITE SANITATION INC	TOILET RENTAL FOR BUCHER PARK	101	43710	3950			\$75.00	\$75.00
ON SITE SANITATION INC	TOILET RENTAL FOR LAKE JUDY PARK	101	43710	3950			\$75.00	\$75.00
ON SITE SANITATION INC	TOILET RENTAL FOR MCCULLOUGH PARK	101	43710	3950			\$75.00	\$75.00
ON SITE SANITATION INC	TOILET RENTAL FOR RICE CREEK FIELDS	101	43710	3950			\$75.00	\$75.00
ON SITE SANITATION INC	TOILET RENTAL FOR SHAMROCK PARK	101	43710	3950			\$75.00	\$75.00
ON SITE SANITATION INC	TOILET RENTAL FOR SITZER PARK	101	43710	3950			\$75.00	\$75.00
ON SITE SANITATION INC	TOILET RENTAL FOR BOBBY THEISEN PARK	101	43710	3950			\$75.00	\$75.00
ON SITE SANITATION INC	TOILET RENTAL FOR WILSON PARK	101	43710	3950			\$75.00	\$75.00
ON SITE SANITATION INC	RELOCATE TOILET AT BUCHER PARK	101	43710	3950			\$20.00	\$20.00
ON SITE SANITATION INC	RELOCATE TOILET AT MCCULLOUGH PARK	101	43710	3950			\$20.00	\$20.00
ON SITE SANITATION INC	RELOCATE TOILET AT SHAMROCK PARK	101	43710	3950			\$20.00	\$20.00
ON SITE SANITATION INC	RELOCATE TOILET AT SITZER PARK	101	43710	3950			\$20.00	\$20.00
ON SITE SANITATION INC	RELOCATE TOILET AT BOBBY THEISEN PARK	101	43710	3950			\$20.00	\$20.00
OXYGEN SERVICE COMPANY	WELDING GASES	701	46500	2220		003	\$36.04	\$36.04
PLAISTED COMPANIES, INCORPORAT	FILL SAND	601	45050	2280		002	\$274.00	\$274.00
PLUMMASTER, INC	REPAIR SUPPLIES CC	220	43800	2240		001	\$577.98	\$577.98
PLUMMASTER, INC	REPAIR SUPPLIES CC	220	43800	2240		001	\$2,083.54	\$2,083.54
RAMSEY COUNTY	LAW ENFORCEMENT SERVICES-MARCH 2016	101	41100	3190		001	\$172,554.80	\$172,554.80
SAFELITE FULFILLMENT, INC	SWEEPER S1 GLASS, SIGN SHOP GLASS	701	46500	2220		002	\$132.50	\$392.50
		101	42200	2180		003	\$260.00	
SIMPLEXGRINNELL LP	FIRE ALARM SERVICE CONTRACT FEES	220	43800	3190		004	\$746.86	\$746.86
ST. PAUL, CITY OF	RIVERPRINT:INSPECTION COMPLIANCE FORMS	101	44100	2010			\$150.89	
SUBURBAN RATE AUTHORITY	FIRST HALF 2016 MEMBERSHIP DUES	101	40100	4330		006	\$1,275.00	\$1,275.00
SUPPLYWORKS	CLEANING SUPPLIES CC	220	43800	2110			\$703.22	\$703.22
SUPPLYWORKS	CLEANING SUPPLIES CC	220	43800	2110			\$190.62	\$190.62
SUPPLYWORKS	CLEANING EQUIPMENT REPAIR CC	220	43800	3890			\$203.66	\$203.66
SUPPLYWORKS	CLEANING SUPPLIES CC	220	43800	2110			\$948.79	\$948.79
SUPPLYWORKS	CLEANING SUPPLIES PARKS	101	43710	2110			\$349.63	\$349.63
SUPPLYWORKS	CLEANING SUPPLIES CC	220	43800	2110			\$145.02	\$145.02
SUPPLYWORKS	RECYCLE CONTAINER CIT HALL	220	43800	2240		001	\$42.84	\$42.84
SUPPLYWORKS	CLEANING SUPPLIES PARKS	101	43710	2110			\$58.20	\$58.20
TEAM INC	ANNUAL SERVICE CONTRACT	101	40210	3190		004	\$1,800.00	\$1,800.00
TRI STATE BOBCAT, INC.	GLASS SIDE WINDER S630 BOBCAT	701	46500	2220		002	\$125.60	\$125.60
TWIN CITY GARAGE DOOR COMPANY	GARAGE DOOR REPAIR	701	46500	3196		001	\$1,089.28	\$1,089.28
TWIN SOURCE SUPPLY	TOILET PAPER AND TOWELS	701	46500	2183		004	\$540.40	\$540.40
UNIFIRST CORPORATION	UNIFORM RENTAL	101	42200	3970		001	\$53.57	\$214.19

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
		601	45050	3970		001	\$53.57	
		602	45550	3970		001	\$53.57	
		603	45850	3970		001	\$26.74	
		701	46500	3970		001	\$26.74	
UNIFIRST CORPORATION	UNIFORM RENTAL FOR PARK MAINT	101	43710	3970			\$70.84	
UNIFIRST CORPORATION	UNIFORM RENTAL FOR COMM CNTR	220	43800	3970			\$62.48	\$62.48
UNIFIRST CORPORATION	UNIFORM RENTAL FOR PARK MAINT	101	43710	3970			\$70.84	\$70.84
UNIFIRST CORPORATION	UNIFORM RENTAL FOR COMM CNTR	220	43800	3970			\$62.48	\$62.48
VAN PAPER COMPANY	TRASH BAGS FOR PARKS	101	43710	2110			\$146.96	\$146.96
VIKING INDUSTRIAL CENTER	SAFETY VESTS,SAFETY GLASSES,GLOVES	101	43710	2180			\$261.27	\$261.27
WAUSAU TILE INC	NEW TRASH CONTAINER TOPS	101	43710	2240			\$634.00	\$634.00
YALE MECHANICAL INC	QUARTERLY HVAC SERVICE CONTRACT	701	46500	3196		003	\$2,519.01	\$2,519.01
YALE MECHANICAL INC	REPIARS TO POOL AHU	220	43800	3810		007	\$1,286.50	\$1,286.50
YALE MECHANICAL INC	REPAIRS TO POOL HEATER	220	43800	3810		007	\$296.25	\$296.25
Total of all invoices:							\$245,781.65	

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
APLIKOWSKI, SARA	RSV# 1180364 REFUND REFUND	220	22040				\$25.00	\$25.00
ARRIGONI, ANTOINETTE	RSV# 1180399 REFUND REFUND	220	22040				\$25.00	\$25.00
CASAREZ, JAMES	RSV# 1180396 REFUND REFUND	220	22040				\$25.00	\$25.00
CHEYNE, MARY	CREDIT BALANCE REFUND REFUND	220	22040				\$32.10	\$32.10
ESTLUND, SHANNON	RSV# 1180349 REFUND REFUND	220	22040				\$25.00	\$25.00
HAGEN, MARCIA	RSV# 1180345 REFUND REFUND	220	22040				\$100.00	\$100.00
HANG, MAY	RSV# 1179223 REFUND REFUND	220	22040				\$95.62	\$95.62
HANG, MAY	RSV# 1180334 REFUND REFUND	220	22040				\$100.00	\$100.00
IBISTER, CONTANCE	EGG HUNT	220	22040				\$20.00	\$20.00
LARSON, ROSEMARY	RSV# 1180369 REFUND REFUND	220	22040				\$25.00	\$25.00
LEUTBOUNSHOU, TIMOTHY	RSV# 1180323 REFUND REFUND	220	22040				\$25.00	\$25.00
NORLINGER, JOHN	CREDIT BALANCE REFUND REFUND	220	22040				\$400.00	\$400.00
OGBURN, RAVEN	RSV# 1180393 REFUND REFUND	220	22040				\$25.00	\$25.00
PAPE, DAWN	RSV# 1180336 REFUND REFUND	220	22040				\$25.00	\$25.00
PARKS & RECREATION, SPRING LK	RSV# 1172205 REFUND REFUND	220	22040				\$100.00	\$100.00
PAYNE, LACRESHA	RSV# 1180394 REFUND REFUND	220	22040				\$25.00	\$25.00
PILLI, CICIL	RSV# 1180348 REFUND REFUND	220	22040				\$25.00	\$25.00
PRUNER, ASHLEY	RSV# 1180331 REFUND REFUND	220	22040				\$25.00	\$25.00
SCHMIDT, JEAN	RSV# 1180328 REFUND REFUND	220	22040				\$525.00	\$525.00
SMITH, SARAH	RSV# 1180388 REFUND REFUND	220	22040				\$50.00	\$50.00
TODD, ROBBEN	RSV# 1180355 REFUND REFUND	220	22040				\$50.00	\$50.00
TYRRELL, ERIK	RSV# 1180342 REFUND REFUND	220	22040				\$25.00	\$25.00
VANG, MELLISSA	RSV# 1180391 REFUND REFUND	220	22040				\$25.00	\$25.00
VUE, XONG	RSV# 1180344 REFUND REFUND	220	22040				\$100.00	\$100.00
WHALEY, MEGAN	RSV# 1180360 REFUND REFUND	220	22040				\$25.00	\$25.00
YANG, PANG	RSV# 1180387 REFUND REFUND	220	22040				\$25.00	\$25.00
							Total of all invoices:	\$1,947.72

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
MENARDS CASHWAY LUMBER **FRIDL	SUPPLIES FOR SWEEPER S2	701	46500	2220		001		\$7.89	\$7.89
MIDWEST LOCK & SAFE INC	REPAIRS TO PLAYGROUND DOORS	220	43800	3810		006		\$125.00	\$125.00
MINNESOTA DEPARTMENT OF HEALTH	CERTIFICATE RENEWAL FEE FOR DAN C.	601	45050	4500				\$23.00	\$23.00
MINNESOTA DEPARTMENT OF REV -	ON ROAD DIESEL FUEL TAX: FEBRUARY 2016	701	46500	2120				\$337.16	\$337.16
MINNESOTA DEPARTMENT OF REVENU	SALES USE TAX: FEBRUARY 2016	220	21810					\$14,989.00	\$15,486.00
		701	46500	2120		003		\$63.00	
		601	21810					\$407.00	
		220	43800	2590		002		\$32.88	
		220	43800	3610				\$8.87	
		220	43800	2140				\$3.07	
		101	40550	4350		001		-\$2.42	
		601	45050	2280		001		-\$8.00	
		602	45550	2280		001		-\$7.09	
		240	44400	2180				-\$3.31	
MINNESOTA GFOA.COM	CAFR REVIEW/GASB UPDATE: ESPE	101	40500	4500		003		\$25.00	\$25.00
MINNESOTA GFOA.COM	CAFR REVIEW/GASB UPDATE: MALONEY	101	40500	4500		003		\$25.00	\$25.00
MINNESOTA GFOA.COM	MN GFOA MEMBERSHIP: ESPE	101	40500	4330		006		\$60.00	\$60.00
MINNESOTA GFOA.COM	CAFR REVIEW/GASB UPDATE: FALK	101	40500	4500		003		\$25.00	\$25.00
MINTERWEISMAN CO DBA CORE-MARK	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001		\$438.53	\$438.53
MTI DISTRIBUTING, INC	FAN BELT JD328D	701	46500	2220		002		\$24.68	
NORTHERN TOOL/BLUE TARP FINANC	TOOL BOX FOR SPEED TRAILER	701	46500	2220		002		\$241.48	\$241.48
NORTHSTAR CHAPTER APA	MONTHLY MEETING: FAIR LABOR STANDARDS	101	40500	4500		001		\$25.00	\$25.00
PLUG'N PAY TECHNOLOGIES INC.	FEB/RETAIL/CC FEES	220	43800	4890		002		\$288.64	\$329.85
		225	43400	4890				\$41.21	
PLUG'N PAY TECHNOLOGIES INC.	FEB 2016 ECOMM FEES	220	43800	4890		002		\$6.41	
		225	43400	4890				\$8.59	\$15.00
POSTMASTER	DEPOSIT IN PERMIT IMPRINT 5606-SHOREVIEW	602	45550	3220		001		\$450.00	
		601	45050	3220		001		\$450.00	\$900.00
RICOH USA, INC.	LEASE: MPC3003 C84066191	101	40200	3930		002		\$273.62	
SENSIBLE LAND USE COALITION	TRAINING/PROF DEVELOPMENT:CASTLE/HILL	101	44100	4500				\$100.00	\$100.00
SHORT ELLIOTT HENDRICKSON, INC	SHOREVIEW ANTENNA PROJECTS	601	22015					\$207.83	\$207.83
SPALDING EQUIPMENT	VOLLEYBALL POLE REPLACEMENT PART: CAP	225	43510	2170		010		\$20.00	\$20.00
ST. PAUL, CITY OF	JOHNSON,ANN BUSINESS CARDS 500	220	43800	3390				\$57.00	\$57.00
ST. PAUL, CITY OF	DUTCHIN,KATIE BUSINESS CARDS 1000	220	43800	3390				\$80.00	\$80.00
ST. PAUL, CITY OF	MEMBERSHIP FORMS 1000	220	43800	3390				\$219.40	\$219.40
STATE OF MINNESOTA, SECRETARY	BUILDING OFFICIAL LICENSE RENEWAL:NELSON	101	44300	4500				\$80.00	\$80.00
TARGET STORE	ZIPLOC BAGS	601	45050	2280				\$9.78	\$9.78
TARGET STORE	ICE SKATING SUPPLIES	225	43580	2171				\$13.72	\$13.72
TARGET STORE	SWEETHEART DANCE SUPPLIES	225	43580	2172		001		\$74.78	\$74.78
TARGET STORE	SUPPLIES	225	43520	2170		002		\$20.50	\$64.14
		220	43800	2200		001		\$14.68	
		220	43800	2200		002		\$28.96	
TASC	VEBA ADMINISTRATION FEE: FEBRUARY 2016	101	20416					\$378.40	\$378.40
TOKLE INSPECTIONS INC	INSPECTION SERVICES MARCH 2016	101	44300	3090				\$4,685.08	\$4,685.08
U S BANK CREDIT CARD FEES	FEB 2016 US BANK CREDIT CARD FEES	220	43800	4890		002		\$4,550.14	\$5,379.67
		225	43400	4890				\$829.53	
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001		\$1,036.13	\$1,036.13

Total of all invoices: \$51,380.71

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
AMCON / AMERICAN CONVERTERS IN	TUMBLING SUPPLIES	225	43580	2170		003		\$97.39	\$97.39
AMERICAN RED CROSS-HEALTH & SA	FIRST AID COURSE: SCHNEIDER	225	43520	2170		001		\$19.00	\$19.00
AMERICAN RED CROSS-HEALTH & SA	CPR COURSE: SKRIP & BERNDT	225	43520	2170		001		\$38.00	\$38.00
AMERICAN RED CROSS-HEALTH & SA	CPR COURSE:TROTTLER/VIMIG/SANDBLADE/JOHN	225	43520	2170		001		\$108.00	\$108.00
AWWA	AWWA MEMBERSHIP FOR 2016-TOM W	101	42050	4330				\$191.00	
BARNES & NOBLE.COM	CREDIT FOR SALES TAX CHARGED IN ERROR	101	40550	4350		001		-\$2.42	-\$2.42
BARNESS, KIRSTIN	FEB ECONOMIC DEVELOPMENT CONSULTING	240	44400	3190				\$2,090.00	\$4,417.50
		101	22020					\$2,232.50	
		101	22020					\$95.00	
C & E HARDWARE	SHOP SUPPLIES	701	46500	2220		003		\$41.91	
CHRISTIAN41/MACARONI KID.COM	ADVERTISEMENT FOR SUMMER PROGRAM	225	43400	3390				\$200.00	\$200.00
CLEAN'N'PRESS	BUNNYSUIT DRYCLEANING	225	43580	2172		001		\$30.94	\$30.94
COCA COLA REFRESHMENTS	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001		\$348.00	\$348.00
COMCAST.COM	MODEM 2 INTERNET CHARGE	230	40900	3190		002		\$139.85	\$139.85
CONTRACTORS CONNECTION/ARROW B	WANCO BULBS	701	46500	2220		002		\$1,486.68	\$1,486.68
COORDINATED BUSINESS SYSTEMS	MITA LASER PRINTER MAINTENANCE	101	40550	3860		004		\$161.79	\$161.79
CUB FOODS	PRESCHOOL SUPPLIES	225	43555	2170				\$254.81	\$254.81
CUB FOODS	BINGO & BANANA SPLITS SUPPLIES	225	43590	2174		002		\$51.84	\$51.84
CUMMINS NPOWER LLC	REPAIRS TO GENERATOR	220	43800	3810		001		\$561.53	\$561.53
DISCOUNT STEEL, INC	STEEL FOR NEW BB BIN CC	220	43800	2240		001		\$186.56	\$186.56
DYNAMEX INC	UTIL BILL DELIVERY TO EAGAN PO - 2/26/16	601	45050	3220		001		\$26.75	\$53.50
		602	45550	3220		001		\$26.75	
EAGLE RIDGE PARTNERS	PLANNING APP REFUND2609-16-08 WITHDRAW	101	34830		419			\$388.10	\$388.10
ECM PUBLISHERS INC	BRIDAL GUIDE AD	220	43800	2201		004		\$300.00	
EPA SALES.COM	JETTER HOSE	701	46500	2220		001		\$1,044.00	\$1,044.00
FLEET FARM/GE CAPITAL RETAIL B	SAW/SAW BLADES	601	45050	2280		001		\$106.58	\$213.16
		602	45550	2280		001		\$106.58	
GAIAM AMERICAS INC	DUMBBELLS, MED BALLS, BOSUS, RED BALLS	220	43800	2180				\$1,641.99	\$1,641.99
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001		\$16.94	\$16.94
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001		\$16.94	\$16.94
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001		\$16.94	\$16.94
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001		\$16.94	\$16.94
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001		\$16.94	\$16.94
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001		\$17.86	\$17.86
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001		\$17.86	\$17.86
GRANDMA'S BAKERY	BIRTHDAY CAKE	220	43800	2591		001		\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDY CAKE	220	43800	2591		001		\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKE	220	43800	2591		001		\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKE	220	43800	2591		001		\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKE	220	43800	2591		001		\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKE	220	43800	2591		001		\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKE	220	43800	2591		001		\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKE	220	43800	2591		001		\$23.75	\$23.75
HAWKINS, INC.	POOL CHEMICALS	220	43800	2160		001		\$664.94	\$664.94
HILLYARD, INC - MINNEAPOLIS	CLEANING SUPPLIES PARKS	101	43710	2110				\$151.00	\$151.00
HYDRO CAD SOFTWARE SOLUTIONS L	HYDROCAD MAINTENANCE RENEWAL	101	40550	3860		002		\$210.00	
LAKE JOHANNA FIREFIGHTER'S REL	MN ST FIRE RELIEF AID	101	41200	3190				\$6,000.00	\$6,000.00
LILLIE SUBURBAN NEWSPAPERS INC	TASTE OF SHOREVIEW AD	270	40250	2180		001		\$729.00	\$729.00
MAILFINANCE	POSTAGE MACHINE LEASE:1/4/16-4/3/16	101	40200	3220				\$462.90	\$462.90
MATHESON TRI-GAS INC	CO2 FOR WHIRL POOL	220	43800	2160		002		\$106.91	\$106.91
MEGA FABRICATION INC.	MISC ATTACHMENT: PUNCH MACHINE	701	46500	2400				\$39.36	\$39.36
MENARDS CASHWAY LUMBER **FRIDL	TOILET BOWL CLEANER	701	46500	2183		002		\$11.22	\$11.22

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
MEDIN, JAMES	VARIOUS ESCROWS 4129 RICE ST RES 16-10	101	22030					\$2,000.00	
		101	22025					\$1,000.00	\$6,250.00
		101	22020					\$3,250.00	
METROPOLITAN COUNCIL	SEWER SERVICE-APRIL 2016	602	45550	3670				\$149,121.81	\$149,121.81
METROPOLITAN COUNCIL ENVIRONME	SAC CHARGES FEBRUARY 2016	602	20840					\$2,485.00	
		602	34060					-\$24.85	
METROPOLITAN COURIER CORPORATI	ARMORED CAR SERVICES: FEBRUARY 2016	101	40500	4890		001		\$83.75	
		220	43800	4890		001		\$83.75	\$335.00
		601	45050	4890		001		\$83.75	
		602	45550	4890		001		\$83.75	
MINNESOTA METRO NORTH TOURISM	MAR 2016 HOTEL TAX	101	22079					\$15,918.79	
		101	38420					-\$795.94	
MINTERWEISMAN CO DBA CORE-MARK	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001		\$264.03	\$264.03
MOREDOK, KIM	RSV# 1172002 REFUND REFUND	220	22040					\$25.00	\$25.00
MORROW, ERICA	RSV# 1171960 REFUND REFUND	220	22040					\$25.00	\$25.00
MOUA, PA	RSV# 1171929 REFUND REFUND	220	22040					\$25.00	\$25.00
MOUNDS VIEW PUBLIC SCHOOLS	BUILDING SUPERVISOR-VOLLEYBALL & TENNIS	225	43510	3190		015		\$1,170.90	\$1,170.90
NEOFUNDS BY NEOPOST	POSTAGE/INV#181082 182777 185141 188322	101	40200	3220				\$72.15	\$72.15
NORTH STAR MINI STORAGE	STORAGE LOCKER RENTAL FEE	101	43710	3950				\$1,140.00	\$1,140.00
NORWAY BUILDERS	EROSION RED 320 LION LN RES 16-10	101	22030					\$500.00	\$500.00
OLIVIER, ESTHER	RSV# 1172014 REFUND REFUND	220	22040					\$25.00	\$25.00
PASCH, RICKY	RSV# 1172007 REFUND REFUND	220	22040					\$25.00	\$25.00
POLAVARAM, HARIKA	SOCCER LEAGUE (AGE 4-K)	220	22040					\$127.00	\$127.00
POMERLEAU, WILLIAM	RSV# 1171984 REFUND REFUND	220	22040					\$25.00	\$25.00
QUENAN, JAMES	RSV# 1171954 REFUND REFUND	220	22040					\$25.00	\$25.00
RAMSEY COUNTY TREASURER	LIFE INSURANCE: MARCH 2016	101	20414					\$2,972.95	\$3,185.45
		101	20417					\$212.50	
RICOH USA INC.	RICOH 821DN PRINTER/11-28 TO 2-27-16	101	40550	3860		004		\$5.18	
RICOH USA INC.	RICOH 821DN PRINTER/2-28 TO 5-27-16	101	40550	3860		004		\$67.08	\$67.08
RICOH USA INC.	MAINTENANCE: 2352 & 3003 COPIES	101	40200	3850		002		\$249.66	\$249.66
RICOH USA INC.	MAINTENANCE: MPC6502SP/2-21 TO 5-20-16	101	40200	3850		002		\$4,681.55	\$4,681.55
RICOH USA, INC.	LEASE: 6502 COPIER/3-21/4-20-2016	101	40200	3930		002		\$1,947.00	\$1,947.00
SCHIEFFER, KRIS	SPRING TRAINING BASEBALL (GRADES 5&6)	220	22040					\$175.00	\$175.00
SEKIZOVIC, AMELA	RSV# 1172000 REFUND REFUND	220	22040					\$100.00	\$100.00
T-MOBILE	WATER TOWER CARD-1/27/16 - 2/26/16	601	45050	3190				\$60.65	\$60.65
THOME, NICOLE	RSV# 1172010 REFUND REFUND	220	22040					\$25.00	\$25.00
TSI INCORPORATED	EROSION RED 500 CARDIGAN RD RES 16-10	101	22030					\$1,789.51	\$1,789.51
TYCON COMPANIES	EROS & ASBUILT 3588/3595 OWASSO RES16-10	101	22030					\$3,000.00	\$8,000.00
		101	22025					\$5,000.00	
U.S. BANK	2007A PAYING AGENT FEES	601	48300	6200				\$222.77	
		602	48300	6200				\$69.65	\$450.00
		603	48300	6200				\$157.58	
VICTORY CORPS	BANNERS FOR RICE CREEK FIELDS	101	43710	2240				\$309.35	
VIDGER, MARIE	RSV# 1171921 REFUND REFUND	220	22040					\$50.00	\$50.00
WEGNER, SHANNON	RSV# 1171910 REFUND REFUND	220	22040					\$500.00	\$500.00
WIMACTEL INC.	PAYPHONE TELEPHONE	101	40200	3210		001		\$60.00	\$60.00
XCEL ENERGY	COMMUNITY CENTER: ELECTRIC/GAS	220	43800	2140				\$9,290.50	\$22,497.10
		220	43800	3610				\$13,206.60	
XCEL ENERGY	STREET LIGHTS: ELECTRIC	604	42600	3610				\$14,547.52	
XCEL ENERGY	WELLS: ELECTRIC/GAS	601	45050	3610				\$9,973.78	\$11,472.97
		601	45050	2140				\$1,499.19	

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
MUELLER, RAYMOND	REFUND CLOSING OVRPYMT-1789 HILLVIEW RD	601	36190			003	-\$130.83	-\$130.83
HENNESSEY, JEFFREY	CREDIT BALANCE REFUND REFUND	220	22040				-\$20.00	-\$20.00
AMBROSIER, PAUL	POWER PUMP	220	22040				\$38.40	\$38.40
BONEBRAKE, JENNIFER	RSV# 1171969 REFUND REFUND	220	22040				\$25.00	\$25.00
CANADIAN PACIFIC RAILWAY COMPA	VICTORIA XING OWASSO REALIGNMENT CP09-12	571	47000	5900			\$51,689.25	\$51,689.25
CARROLL, JEREMIAH	RSV# 1164175 REFUND REFUND	220	22040				\$25.00	\$25.00
CHERVANY, HEIKE	RSV# 1171992 REFUND REFUND	220	22040				\$25.00	\$25.00
CUB FOODS	VEGETABLE OIL FOR LIFT STATIONS	602	45550	2282		001	\$57.32	\$57.32
CULLIGAN	IRON FILTER SERVICE FEE	220	43800	3190		007	\$88.00	\$88.00
CURLEY, DANIEL	PARKING	101	42050	4500			\$6.00	\$21.00
		601	45050	4500			\$15.00	
DOBS, ANNA	RSV# 1171946 REFUND REFUND	220	22040				\$25.00	\$25.00
DOSCH, FREDERICK	CREDIT BALANCE REFUND REFUND	220	22040				\$500.00	\$500.00
ECK, CHRISTINE	BASEBALL ABC'S & 1 2 3'S (GRADES 2&3)	220	22040				\$175.00	\$175.00
ELIZABETH MUELLER	REFUND CLOSING OVRPYMT-1789 HILLVIEW RD	601	36190			003	\$130.83	\$130.83
FINANCE & COMMERCE, INC.	AD FOR BID WELL 6 WTR PIPE PROJ 16-16	450	47000	5950			\$244.18	\$244.18
FISERV/BASTOGNE INC	REFUND ACH RETURN FROM 3/3/16	601	36190				\$123.63	\$123.63
FRESHWATER SOCIETY	ROAD SALT SYMPOSIUM REGISTRATION	101	42050	4500			\$405.00	\$405.00
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$16.94	\$16.94
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$16.94	\$16.94
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$17.86	\$17.86
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$17.86	\$17.86
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$16.94	\$16.94
GRANDMA'S BAKERY	BIRTHDAY CAKE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKE	220	43800	2591		001	\$23.75	\$23.75
GRANDMA'S BAKERY	BIRTHDAY CAKE	220	43800	2591		001	\$23.75	\$23.75
GRANDMA'S BAKERY	BIRTHDAY CAKE	220	43800	2591		001	\$23.75	\$23.75
GUERTIN, JORDAYN	RSV# 1171966 REFUND REFUND	220	22040				\$25.00	\$25.00
HAMMOND, CECILIA	VOLLEYBALL REF FEB 20,23,27,MAR 1(10 GM)	225	43510	3190		010	\$200.00	\$200.00
HARVEY, SHOUA	RSV# 1164173 REFUND REFUND	220	22040				\$25.00	\$25.00
HEGGIE'S PIZZA LLC	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$138.75	\$138.75
HEGGIE'S PIZZA LLC	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$704.20	\$704.20
HENNESSEY, CHRISTINE	CREDIT BALANCE REFUND REFUND	220	22040				\$20.00	\$20.00
HLAVINKA, RHONDA	RSV# 1171973 REFUND REFUND	220	22040				\$100.00	\$100.00
JOHNSON, NARISSA	RSV# 1164177 REFUND REFUND	220	22040				\$25.00	\$25.00
KELLY & LEMMONS, P.A.	FEB 2016 LEGAL FEES	101	40600	3020			\$4,806.20	\$10,034.84
		101	40600	3030			\$5,168.64	
		101	40600	3040			\$60.00	
KREBSBACH, JACCI	RSV# 1170749 REFUND REFUND	220	22040				\$90.00	\$90.00
LALLAS, BREYAN	RSV# 1171976 REFUND REFUND	220	22040				\$25.00	\$25.00
LAMERE, MARIA	VOLLEYBALL REF FEB 20,23,27,MAR 1(10 GM)	225	43510	3190		010	\$200.00	\$200.00
LEAGUE OF MINNESOTA CITIES	LOSS WORKSHOP: ENGBLOM/MALONEY	101	40500	4500		009	\$40.00	\$40.00
LINDEMAN, AARON	RSV# 1171924 REFUND REFUND	220	22040				\$25.00	\$25.00
LOBANOFF, JENNA	BASEBALL ABC'S & 1 2 3'S (GRADES 2&3)	220	22040				\$175.00	\$175.00
MADISON NATIONAL LIFE	LONG TERM DISABILITY: MARCH 2016	101	20412				\$2,062.37	
MARC ASCH	T	220	34710				\$46.67	\$50.00
		220	21810				\$3.33	
MCSHERRY, JENNIFER	RSV# 1171994 REFUND REFUND	220	22040				\$25.00	\$25.00

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
XCEL ENERGY	MAINTENANCE CENTER: ELECTRIC/GAS	701	46500	3610			\$2,426.12	
		701	46500	2140			\$2,659.56	\$5,085.68
XCEL ENERGY	PARKS: ELECTRIC	101	43710	3610			\$1,857.10	
		101	43710	2140			\$2,219.50	\$4,076.60
XCEL ENERGY	TRAFFIC SIGNALS: ELECTRIC	101	42200	3610			\$644.20	
XCEL ENERGY	STORM SEWER LIFT STATION: ELECTRIC	603	45850	4890		003	\$266.30	\$266.30
XCEL ENERGY	BOOSTER STATION: ELECTRIC	601	45050	3610			\$165.48	\$165.48
XCEL ENERGY	SURFACE WATER: ELECTRIC	603	45900	3610			\$145.00	\$145.00
XCEL ENERGY	LIFT STATIONS: ELECTRIC	602	45550	3610			\$144.65	\$144.65
XCEL ENERGY	WATER TOWER: ELECTRIC	601	45050	3610			\$75.76	\$75.76
XCEL ENERGY	SIRENS: ELECTRIC	101	42050	3190			\$65.52	\$65.52
XCEL ENERGY	TRAFFIC SIGNAL SHARED W/ARDEN HILLS	101	42200	3610			\$45.14	\$45.14
XCEL ENERGY	SURFACE WATER: ELECTRIC	603	45900	3610			\$27.83	\$27.83
XCEL ENERGY	SLICE OF SHOREVIEW: ELECTRIC	270	40250	3610			\$14.02	\$14.02
XIONG, BEE	RSV# 1171938 REFUND REFUND	220	22040				\$25.00	\$25.00
YANG, ZONG	RSV# 1171941 REFUND REFUND	220	22040				\$25.00	\$25.00
Total of all invoices:								\$325,342.78

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
BOMBERG, WILLIAM	REFUND PYNT ON CLOSED ACCT-940 ISLAND LK	601	36190			003	\$172.29	\$172.29
C & E HARDWARE	TUBING	602	45550	2280		001	\$5.96	\$5.96
COMMISSIONER OF REVENUE- WH TA	WITHHOLDING TAX - PAYDATE 03-04-16	101	21720				\$9,906.84	\$9,906.84
COMMUNITY HEALTH CHARITIES - M	EMPLOYEE CONTRIBUTIONS: 03-04-16	101	20420				\$156.50	\$156.50
COMMUNITY REINVESTMENT FUND	GMHC ADMIN FEES/JAN STATEMENT/17a\$6 EA	307	44100	4890			\$102.00	\$102.00
COMMUNITY REINVESTMENT FUND	GMHC ADMIN FEES/FEBRUARY STMT/17a\$6	307	44100	4890			\$102.00	\$102.00
DAVIS LOCK & SAFE	LOCK PARTS FOR PARK BUILDINGS	101	43710	2240			\$15.00	\$15.00
GENESIS EMPLOYEE BENEFITS INC	FLEX - MED/DEPENDENT CARE 03-04-16	101	20431				\$3,368.32	\$3,368.32
GENESIS EMPLOYEE BENEFITS INC	VEBA CONTRIBUTIONS: 03-04-16	101	20418				\$6,075.00	\$6,075.00
ICMA/VANTAGEPOINT TRANSFER-300	EMPLOYEE CONTRIBUTIONS PAYDATE:03-04-16	101	21750				\$6,848.21	\$6,848.21
ICMA/VANTAGEPOINT TRANSFER-705	ROTH CONTRIBUTIONS: 03-04-16	101	20430				\$1,315.00	\$1,315.00
KANSAS STATE BANK-GOVT FINANCE	CONTRACT LEASE PAYMENT/MARCH 2015	220	43800	3960	004		\$1,320.00	\$1,320.00
LAKES MARKETING GROUP	TC CLIPPER MEMBERSHIP AD DIRECT MAIL	220	43800	2201		001	\$485.00	\$485.00
LILLIE SUBURBAN NEWSPAPERS INC	PROGRESS BUSINESS WRITEUP AD MTG SPACES	220	43800	2201		005	\$729.00	\$729.00
LILLIE SUBURBAN NEWSPAPERS INC	PROGRESS MTG SPACES WEB AD 2016	220	43800	2201		005	\$39.00	\$39.00
MINNESOTA CHILD SUPPORT PAYMEN	PAYDATE: 03-04-16	101	20435				\$141.50	\$141.50
MINNESOTA DEPT LABOR AND INDUS	BUILDING SURCHARGE REPORT: JANUARY 2016	101	20802				\$2,229.55	\$2,184.96
		101	34060				-\$44.59	
MINNESOTA ENVIRONMENTAL FUND	MN ENVIRONMENTAL EMPL CONTRIB:03-04-16	101	20420				\$36.00	
MINNESOTA PREMIER PUBLICATIONS	MARCH MN PARENT-CAMP AD, SVCC AD	225	43400	3390			\$100.00	\$299.00
		220	43800	2201		003	\$199.00	
MINNESOTA REVENUE	ID #L2033553984	101	20435				\$150.00	
PMA FINANCIAL NETWORK, INC	JANUARY 2016 BANK FEES	101	40500	4890		004	\$144.42	\$144.42
PUBLIC EMPLOYEES RETIREMENT AS	EMPL/EMPLOYER CONTRIBUTIONS: 03-04-16	101	21740				\$31,961.90	\$31,961.90
REPUBLIC SERVICES INC #899	FEBRUARY RECYCLING FEE	210	42750	3190			\$30,281.11	\$30,281.11
T.A. SCHIFSKY & SONS, INCORPOR	PATCHING ASPHALT	101	42200	2180		002	\$91.20	\$91.20
TASC	VEBA ADMINISTRATION FEE: JAN 2016	101	20416				\$374.00	\$374.00
THE MONITOR	FEB MEMBERSHIP AD	220	43800	2201		001	\$603.10	\$603.10
THEME-X LLC	ROCK REPAIR IN THE POOL AREA	220	43800	3810			\$1,040.00	\$1,040.00
TREASURY, DEPARTMENT OF	FEDERAL WITHHOLDING TAX:03-04-16	101	21710				\$24,712.85	\$62,445.43
		101	21730				\$30,580.68	
		101	21735				\$7,151.90	
UNITED WAY - GREATER TWIN CITI	EMPLOYEE CONTRIBUTIONS:03-04-16	101	20420				\$43.00	
VANCO SERVICES	FEB FITNESS INCENTIVE PROCESSING FEE	220	43800	3190		003	\$211.50	\$211.50
WATER CONSERVATION SERVICE, IN	VIVIAN LOCATE OF LEAK	601	45050	3190		004	\$261.50	\$261.50
Total of all invoices:							\$160,908.74	

Purchase Voucher

City of Shoreview
 4600 Victoria Street North
 Shoreview MN 55126

Voucher Number	54,689
Vendor number	00471 1 2016
Vendor name	MINNESOTA DEPARTMENT OF CORRECTIONS
Address	FINANCIAL SERVICES PO BOX 4719 SAINT PAUL MN 55101-6719

Date	Comment line on check	Invoice number	Amount
02-25-16	6 MONTHS OF DOC WORK CREW SERVICES	00000329327 ✓	\$41,255.50 ✓

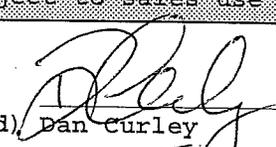
This Purchase Voucher is more than \$25,000.00; was the state's cooperative venture considered before purchasing through another source?

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

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

Cooperative purchasing venture consideration requirement does not apply.

Account Coding	Amount
101 43450 3190	\$4,125.55
101 43710 3190	\$8,251.09
101 43900 3190	\$4,125.55
601 45050 3190	\$10,313.88
603 45850 3190	\$10,313.88
701 46500 3196	\$4,125.55

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

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

Quote 1	
Quote 2	
Explanation if no quote received	

Purchase Voucher

City of Shoreview
 4600 Victoria Street North
 Shoreview MN 55126

Voucher Number	54,746
Vendor number	01337 2 2016
Vendor name	RAMSEY COUNTY ✓
Address	90 PLATO BLVD W. PO BOX 64097 ST. PAUL MN 55164-0097 ✓

Date	Comment line on check	Invoice number	Amount
03-01-16	LAW ENFORCEMENT SERVICES-MARCH 2016	SHRFL-001485 ✓	\$172,554.80 ✓

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

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

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

Cooperative purchasing venture consideration requirement does not apply.

Account Coding	Amount
101 41100 3190 001	\$172,554.80

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

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

Quote 1	
Quote 2	
Explanation if no quote received	

Purchase Voucher

City of Shoreview
4600 Victoria Street North
Shoreview MN 55126

Voucher Number	54,641
Vendor number	01901 1 2016
Vendor name	REPUBLIC SERVICES INC #899 —
Address	PO BOX 9001154 LOUISVILLE, KY 40290-1154 ✓

Date	Comment line on check	Invoice number	Amount
02-25-16	FEBRUARY RECYCLING FEE —	0899-002809969 —	\$30,281.11 ✓

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	\$30,281.11

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

Reviewed by: *Neva Widner* 3/3/16 —
(signature required) Neva Widner

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	53,278		
Vendor number	00416 1	2016	
Vendor name	METROPOLITAN COUNCIL		
Address	PO BOX 856513 MINNEAPOLIS MN 55485-6513		

Date	Comment line on check	Invoice number	Amount
03-01-16	SEWER SERVICE-APRIL 2016	1053039	\$149,121.81

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	\$149,121.81

Is sales <u>tag</u> included on invoice?	<u>Not</u> 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	54,739
Vendor number	01174 1 2016 ✓
Vendor name	CANADIAN PACIFIC RAILWAY COMPANY
Address	PO BOX 71978 CHICAGO IL 60694-1978

Date	Comment line on check	Invoice number	Amount
02-29-16 ✓	VICTORIA KING OWASSO REALIGNMENT CP09-12	1800097826 ✓	\$51,689.25 ✓

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.

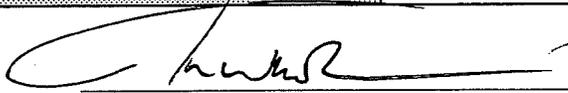
Purchase was made through another source. The state's cooperative purchasing venture was considered.

Cooperative purchasing venture consideration requirement does not apply.

Return to:

Account Coding	Amount
571 47000 5900	\$51,689.25

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

Reviewed by: 
 (signature required) Tom Wesolowski

Approved by: 
 (signature required) Tom Simonson, Acting City Mgr

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

Quote 1	
Quote 2	
Explanation if no quote received	

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

To approve Resolution No. 16-19 approving the administrative penalties for Automotive Ventures Group, North Suburban BP, Shoreview BP Group, and Croix Convenience; and to approve Resolution 16-20 approving the individual administrative penalties for Gordean Jimenez, Joseph Newman, Tamera Jones, and Rebecca Jolly.

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

TO: MAYOR AND COUNCILMEMBERS

**FROM: TERRI HOFFARD
DEPUTY CLERK**

DATE: MARCH 16, 2016

**SUBJECT: ADOPTION OF ADMINISTRATIVE PENALTIES FOR TOBACCO
LICENSE VIOLATION—AUTOMOTIVE VENTURES GROUP,
NORTH SUBURBAN BP, SHOREVIEW BP GROUP, AND CROIX
CONVENIENCE**

INTRODUCTION

The City Council is being asked to approve administrative penalties for tobacco violations at Automotive Ventures Group, 3854 North Lexington Avenue; North Suburban BP, 415 West Highway 96; Shoreview BP Group, 5990 Hodgson Road; and Croix Convenience, 5979 Rice Creek Parkway.

BACKGROUND

On Thursday, October 15, 2015, the Ramsey County Sheriff's Department conducted tobacco compliance checks on license holders in Shoreview. Four of our licensed tobacco vendors failed this compliance check.

Licensed Establishment

Automotive Ventures Group
North Suburban BP
Shoreview BP
Croix Convenience

Clerk Who Made Sale

Tamera Jones
Joseph Newman
Gordean Jimenez
Rebecca Jolly

These are violations of Section 706 of the Shoreview Municipal Code. The City regulations state that any violation of the restrictions attached to a Tobacco License shall be cause for administrative penalty, suspension of the license or revocation of the license. The first such violation within 24 months subjects the licensee to a \$250 fine and one additional compliance check. The second violation subjects the licensee to a \$500 fine and one additional compliance check.

This was the first violation for North Suburban BP and Croix Convenience, however, it is the second violation for both Shoreview BP Group and Automotive Ventures Group.

All establishments elected to sign the Agreement for Administrative Penalty form admitting to the facts of the violation, accepting the administrative penalty, and waiving their right to a hearing on this matter before the Shoreview City Council.

The clerks who made the sale are subject to an administrative penalty of \$50. All four clerks have signed the Agreement for Administrative Penalty and three of them have already paid their \$50 fine.

RECOMMENDATION

Based on the foregoing information, it is recommended that the City Council approve Resolution No. 16-19 approving the administrative penalties for Automotive Ventures group, North Suburban BP, Shoreview BP Group, and Croix Convenience; and to approve Resolution 16-20 approving the individual administrative penalties for Gordean Jimenez, Joseph Newman, Tamera Jones, and Rebecca Jolly.

**EXTRACT OF MINUTES OF MEETING OF THE
CITY COUNCIL OF SHOREVIEW, MINNESOTA
HELD MARCH 21, 2016**

* * * * *

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 21, 2016 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. 16-19

**RESOLUTION APPROVING TOBACCO LICENSE
ADMINISTRATIVE PENALTIES FOR AUTOMOTIVE VENTURES GROUP,
NORTH SUBURBAN BP, SHOREVIEW BP GROUP, AND
CROIX CONVENIENCE**

WHEREAS, Automotive Ventures Group, 3854 North Lexington Avenue; North Suburban BP, 415 West Highway 96; Shoreview BP Group, 5990 Hodgson Road; and Croix Convenience, 5979 Rice Creek Parkway have Tobacco Licenses from the City of Shoreview; and

WHEREAS, on Thursday, October 15, 2015, the Ramsey County Sheriff's Department conducted tobacco compliance checks of all licensed tobacco vendors in the City; and

WHEREAS, Automotive Ventures Group, North Suburban BP, Shoreview BP Group and Croix Convenience failed the tobacco compliance check when an employee from their store sold tobacco to a minor; and

WHEREAS, this is the first violation within 24 months for North Suburban BP and Croix Convenience; and the first violation within 24 months subjects the licensee to the payment of an administrative penalty of \$250 and one additional compliance check; and

WHEREAS, this is the second violation within 24 months for Shoreview BP Group and Automotive Ventures Group; and the second violation within 24 months subjects the licensee to the payment of an administrative penalty of \$500 and one additional compliance check; and

WHEREAS, all establishments have signed the Agreement for Administrative Penalty form admitting to the facts of the violation, accepting the administrative penalty, and waiving their rights to a hearing on this matter before the Shoreview City Council.

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Shoreview, Minnesota does hereby make the following assessment of the Administrative Penalty of \$250 and one (1) additional compliance check to North Suburban BP and Croix Convenience; and the Administrative Penalty of \$500 and one (1) additional compliance check to Shoreview BP Group and Automotive Ventures Group for failing a tobacco compliance check on October 15, 2015.

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

And the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted the 21st day of March, 2016.

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 21st day of March, 2016, 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 Tobacco License Administrative Penalty for North Suburban BP, Croix Convenience, Shoreview BP Group, and Automotive Ventures Group.

WITNESS MY HAND officially as such City Manager and the corporate seal of the City of Shoreview, Minnesota this 22nd day of March, 2016.

Terry C. Schwerm, City Manager

**EXTRACT OF MINUTES OF MEETING OF THE
CITY COUNCIL OF SHOREVIEW, MINNESOTA
HELD MARCH 21, 2016**

* * * * *

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 21, 2016, 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. 16-20

**RESOLUTION APPROVING TOBACCO LICENSE
ADMINISTRATIVE PENALTIES FOR TAMERA JONES, JOSEPH NEWMAN,
GORDEAN JIMENEZ, AND REBECCA JOLLY**

WHEREAS, Automotive Ventures Group, 3854 North Lexington Avenue; North Suburban BP, 415 West Highway 96; Shoreview BP Group, 5990 Hodgson Road; and Croix Convenience, 5979 Rice Creek Parkway have Tobacco Licenses from the City of Shoreview; and

WHEREAS, on Thursday, October 15, 2015, the Ramsey County Sheriff's Department conducted tobacco compliance checks of all licensed tobacco vendors in the City;

WHEREAS, Automotive Ventures Group, North Suburban BP, Shoreview BP Group and Croix Convenience failed the tobacco compliance check when an employee from their store sold tobacco to a minor; and

WHEREAS, the first violation within 24 months subjects the individual seller to the payment of an administrative penalty of \$50; and

WHEREAS, Tamera Jones, Joseph Newman, Gordean Jimenez and Rebecca Jolly have all signed an Agreement for Administrative Penalty form admitting to the facts of the violation, accepting the administrative penalty, and waiving their rights to a hearing on this matter before the Shoreview City Council.

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Shoreview, Minnesota does hereby make the following assessment of the Administrative Penalty of \$50 to Tamera Jones, Joseph Newman, Gordean Jimenez and Rebecca Jolly, for failing a tobacco compliance check on October 15, 2015.

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

And the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted the 21st day of March, 2016.

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 21st day of March, 2016 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 Tobacco License Administrative Penalty for Tamera Jones, Joseph Newman, Gordean Jimenez and Rebecca Jolly.

WITNESS MY HAND officially as such City Manager and the corporate seal of the City of Shoreview, Minnesota this 22nd day of March, 2016.

Terry C. Schwerm, City Manager

Proposed Motion

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

To approve the renewal of the Consultant Services Agreement for 2016 with the Greater Metropolitan Housing Corporation for administering the City's housing programs, including the Shoreview Home Energy Improvement Loan Program, through the Housing *Resource* Center.

Roll Call: Ayes: _____

Nays: _____

Johnson _____

Quigley _____

Springhorn _____

Wickstrom _____

Martin _____

Regular City Council Meeting
March 21, 2016

To: Mayor, City Council and City Manager

From: Kathleen Castle, City Planner

Date: March 18, 2016

Subject: Consultation Services Agreement – Greater Metropolitan Housing Corporation

Background

The City of Shoreview contracts with the Greater Metropolitan Housing Corporation (GMHC) for services related to the City's housing programs, including administration of the Shoreview Home Energy Improvement Loan program, through the HousingResource Center (HRC). This contract is an annual agreement which needs to be renewed each year by both parties. The 2016 contract is being presented to the City Council for review and approval.

Consultant Services Agreement

The proposed agreement is similar to the previous agreement for 2015, including the administration of the Shoreview Home Energy Loan Program. The annual \$12,000 fee has not increased from previous years. The agreement also retains the flat fee structure for processing Shoreview Home Improvement Loans. This fee structure is based on the actual cost of administering the program and does not vary with the loan amount.

The Shoreview Home Improvement Loan program is designed to assist residents who are interested in undertaking home improvement but have difficulty obtaining financing through conventional means. Through the Economic Development Authority, the City Council authorized the allocation of \$300,000 for the program using existing tax increment funds. The fund is revolving and payments received are made available for more loans. As of December, 2015, 19 loans have been processed with a funding total of \$273,742.08 leaving a balance of \$136,005.82 (including income) in the loan pool.

Other housing services provided by the HRC including the administration of other loan programs such as the Minnesota Housing Finance Agency Fix-up Fund and Rehabilitation Loan. The Center also provides consultation services to residents who are considering home improvements and will assist with developing a scope of work and the bid process. In addition, the HRC provides housing information to residents on emergency assistance, first time homebuyers and limited rental information.

Economic Development Authority

The Economic Development Authority reviewed the proposed lease at their March 14th meeting and recommended approval to the City Council with a 4-0 vote

Recommendation

Staff recommends the City Council approve the renewal of the Consultation Services Agreement with GMHC for the Housing *Resource* Center services in 2016.

Attachments:

- 1) 2016 Consultation Services Agreement
- 2) Motion

CONSULTANT SERVICES AGREEMENT

THIS IS AN AGREEMENT entered into the _____ day of _____, 20____, by and between the City of Shoreview, a Minnesota municipal corporation, (“the City”), and **GREATER METROPOLITAN HOUSING CORPORATION**, a Minnesota non-profit corporation (“Consultant”).

RECITALS

A. The Consultant has a division called The Housing Resource Center (“HRC”). GMHC has agreed to provide certain Services through HRC (as defined below) in connection with the City’s housing program.

B. The City desires to hire the Consultant to render this technical, professional, and marketing assistance in connection with housing programs in the City for the term as set forth in this Agreement.

C. Consultant is willing to provide such services on the terms and conditions set forth herein.

In consideration of the foregoing recitals and following terms, conditions and mutual promises contained herein, the parties agree as follows:

1. **Scope of Services.** The Consultant shall provide services as follows (the “Services”):
 - a. Administer the following home improvement programs for residents of the City of Shoreview: MHFA Fix Up Fund, (collectively the “MHFA Programs”) and the Shoreview Home Improvement Loan:
 1. Providing information to residents and property owners about the programs, upon request;
 2. Assist the City in developing procedures for the programs;
 3. Receipt of applications from residents;
 4. Processing applications;
 5. Closing loans to qualified applicants in accordance with the applicable program;
 6. Overseeing the draw process for the funds, including, as necessary, reviewing draws, reviewing the progress of the work and collecting lien waivers and certificates of occupancy. Consultant may, for this purpose, rely on third-party representations and certifications.
 7. Provide monthly reports about the number of loans closed and the balance in each loan program.

- b. Service the loans made to City residents under the Shoreview Home Improvement Program:
 - 1. Direct the Community Reinvestment Fund (“CRF”) to collect such payments pursuant to a contract dated July 2, 2000 between Consultant and CRF (the “CRF Contract”),
 - 2. Direct CRF to take such action pursuant to the CRF Contract if there is an Uncured default by a borrower under a loan pursuant to an Installment Loan Program.
 - 3. Receive all payments made by borrowers to CRF.
 - 4. Disburse all payments received by Consultant as directed, in writing, by the City which may include disbursing the funds pursuant to the Shoreview Home Improvement Loan Program.
 - c. Assist City residents considering rehabilitation, including property visits, meet with homeowners and potential contractors, suggest alternatives for rehabilitation to homeowners, educate homeowners on the construction bid process, assist homeowners to evaluate bids and work completed and construction progress.
 - d. Provide HRC housing information to City residents, including information on emergency assistance, housing rehabilitation, first time homebuyers and limited rental information;
 - e. Assist the City in developing programs to purchase and rehabilitate homes;
 - f. Coordinate these services out of Consultant’s Housing Resource Center, 1170 Lepak Court, Shoreview, MN 55126; and
 - g. Have Consultant’s staff visit residences as determined necessary by Consultant.
2. **Term.** This Agreement shall be in full force and effect from January 1, 2016 and shall continue through December 31, 2016, unless otherwise terminated as set forth below.

3. **Compensation.**

Core HRC Services. The City shall pay the Consultant Twelve Thousand Dollars (\$12,000) within thirty (30) days after execution of this Agreement.

Shoreview Home Energy Loan Program Administration. The City shall pay the Consultant a fee of \$800 for each loan closed. Fees will be paid monthly based on the number of loans closed during the month. For those loans that will not close because the applicants have been denied or are no longer pursuing financing through this program, the City shall pay the Consultant a fee of \$75.00 for each application which shall be charged monthly.

The Consultant shall receive compensation for administering the MHFA Programs directly from the Minnesota Housing Finance Agency and not from the City.

Termination. Notwithstanding any other provision hereof to the contrary, this Agreement may be terminated as follows:

- a. The parties, by mutual written agreement, may terminate this Agreement at any time in which case the parties shall agree to the amount of fees payable to Consultant.
- b. The City may terminate this Agreement upon the breach by Consultant of any of its material covenants contained herein, where such breach shall have continued for a period of thirty (30) days following the receipt by Consultant of a written notice from the City, specifying the alleged breach; provided, however, if the nature of a non-monetary breach is such that Consultant cannot reasonably cure same in the thirty (30) day period, Consultant shall not be deemed to be in breach if it commences to cure within the thirty (30) day period, and diligently pursues same to completion within ninety (90) days following receipt by Consultant of such written notice. In the event of termination by the City hereunder, Consultant shall be entitled to fees due to the date the notice of breach is sent by the City.
- c. If Consultant or City (as applicable) (i) files a voluntary petition in bankruptcy (ii) files a voluntary petition for reorganization under any bankruptcy law, statute or regulation or other similar statute or regulation, (iii) is adjudicated a bankrupt, (iv) makes an assignment for the benefit of creditors or applies for or consents to the appointment of a receiver or trustee as part of or in conjunction with a "creditor plan" with respect to any substantial part of its assets, or (v) a receiver or trustee is appointed, or an attachment or execution levied with respect to any substantial part of its assets, and said appointment is not vacated, or the attachment or execution not released, within sixty (60) days, then this Agreement shall, effective as of such date, without notice or further action by either party, immediately terminate.
- d. Consultant may terminate this Agreement upon the breach by City of any of its material covenants contained herein, where such breach shall have continued for a period of thirty (30) days following the receipt by City of a written notice from

Consultant, specifying the alleged breach; provided, however, if the nature of a non-monetary breach is such that City cannot reasonably cure same in the thirty (30) day period, City shall not be deemed to be in breach if it commences to cure within the thirty (30) day period, and diligently pursues same to completion within ninety (90) days following receipt by City of such written notice. In the event of termination by Consultant hereunder. Consultant shall be entitled to retain the entire fee under this Agreement.

5. **Insurance.**

- a. During the term of this Agreement, the Consultant shall obtain and maintain workers compensation, comprehensive general liability, and automobile liability insurance. Comprehensive general liability insurance shall have an aggregate limit of Two Million Dollars (\$2,000,000.00).
- b. Upon request by the City, the Consultant shall provide a certificate or certificates of insurance relating to the insurance required. Such insurance secured by the Contractor shall be issued by insurance companies licensed in Minnesota. The insurance specified may be in a policy or policies of insurance, primary or excess.
- c. Such insurance shall be in force on the date of execution of an Agreement and shall remain continuously in force for the duration of the Agreement.

6. **Indemnification.**

- a. Notwithstanding anything to the contrary in this Agreement, the City, its officers, agents, and employees shall not be liable or responsible in any manner to the Consultant, the Consultant's successors or assigns, the Consultant's subcontractors, or to any other person or persons for any third party claim, demand, damage, or cause of action of any kind, nature, or character, including intentional acts, arising out of or by reason of the performance of this Agreement by Consultant. The Consultant, and the Consultant's successors or assigns, agree to protect, defend and save the City, and its officers, agents, and employees, harmless from all third party claims, demands, damages, and causes of action, to the extent caused by the negligence or wrongful acts of Consultant, and the costs, disbursements, and expenses of defending the same, including but not limited to, attorneys fees, consulting services, and other technical, administrative or professional assistance.
- b. Nothing in this Agreement shall constitute a waiver or limitation of any immunity or limitation of any immunity or limitation on liability to which the City is entitled under Minnesota Statutes, Chapter 466, or otherwise.

7. **Assignment.** This Agreement shall not be assigned, sublet, or transferred, in whole or in part without the prior written approval of the City.

8. **Conflict of Interest.** The Independent Contractor shall use best efforts to meet all professional obligations to avoid conflicts of interest and appearances of impropriety in representation of the City. In the event of a conflict, the Independent Contractor, with the prior written consent of the City, shall arrange for suitable alternative services.

9. **Compliance with Laws.** The Consultant shall comply with all applicable Federal, State, and local laws, rules, ordinances, and regulations at all times and in the performance of the services pursuant to this Agreement.

10. **Notices.** Any notices permitted or required by this Agreement shall be deemed given when personally delivered or upon deposit in the United States mail, postage fully prepaid, certified, return receipt requested, addressed to:

Consultant: Greater Metropolitan Housing Corporation
15 South 5th Street, Suite 710
Minneapolis, MN 55402
ATTN: Suzanne Snyder

City: City of Shoreview
4600 Victoria Street North
Shoreview, MN 55126

Or such other address as either party may provide to the other by notice given in accordance with this provision.

11. **Entire Agreement.** This Agreement, any attached exhibits and any addenda or amendments signed by the parties shall constitute the entire agreement between the City and the Consultant, and supersedes any other written or oral agreements between the City and the Consultant. This Agreement can only be modified in writing signed by the City and the Consultant.

12. **Third Party Rights.** The parties to this Agreement do not intend to confer on any third party any rights under this Agreement.

13. **Counterparts.** This Agreement may be signed in one or more counterparts but all of which taken together shall constitute one instrument.

14. **Choice of Law and Venue.** This Agreement shall be governed by and construed in accordance with the laws of the state of Minnesota. Any disputes, controversies, or claims arising out of this Agreement shall be heard in the state or federal courts of Minnesota, and all parties to this Agreement waive any objection to the jurisdiction of these courts, whether based on convenience or otherwise.

15. **Agreement Not Exclusive.** The City retains the right to hire other housing program consultants, in the City's sole discretion.

16. **Data Practices Act Compliance.** Data provided to the Consultant or created by the Consultant under this Agreement shall be administered in accordance with the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13, as amended.

[Signature Page Follows]

IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, this Agreement on the respective dates indicated below.

CITY:

By: _____

Its: Mayor

Date: _____, 20__.

By: _____

Its: City Manager

Date: _____, 20__.

CONSULTANT:

GREATER METROPOLITAN HOUSING CORPORATION

By: _____

Its: President

Date: _____, 20__.

TO: MAYOR, CITY COUNCIL AND CITY MANAGER

FROM: TOM WESOLOWSKI, CITY ENGINEER

DATE: MARCH 17, 2016

SUBJ: VIRGINIA, DENNISON, LILAC RECONSTRUCTION,
GRAND AVENUE RECONSTRUCTION & EXTENSION, &
HIGHWAY 96 TURN LANE, CITY PROJECTS 16-01, 16-02, & 16-07
APPROVE PLANS & SPECIFICATIONS

INTRODUCTION

On March 7, 2016, the City Council of Shoreview held public hearings for the Virginia, Dennison, Lilac Reconstruction and Grand Avenue Reconstruction and Extension, City Projects 16-01 & 16-02. A map showing the location of the project areas is attached. After the public hearing the City Council authorized the preparation of plans and specifications and ordered the proposed project to proceed to the next step in the approval process. Plans and specifications are essentially complete and Council action is required to approve the plans and specifications and to authorize the taking of bids.

DISCUSSION

During both public hearings no comments were received from residents.

Proposed improvements for the road reconstruction projects include the following:

- Reconstruction of Virginia Avenue to a 32-foot wide paved street measured from back of curb to back of curb with the pavement meeting a 7-ton design.
- Reconstruction of Dennison Avenue and Lilac Lane to a 29-foot wide paved street measured from back of curb to back of curb with the pavement meeting a 7-ton design.
- Reconstruction and extension of Grand Avenue to a 24-foot wide paved street measured from face of curb to face of curb (with no parking one side) with pavement meeting a 7-ton design. Pervious pavement will also be installed on a section of Grand Avenue.
- Installation of a surmountable style concrete curb and gutter on Virginia, Dennison, and Lilac and a barrier style curb on Grand Avenue.
- Replacing and extending the existing water main and replacing services on Virginia, Dennison, and Lilac.
- Installation of clean-outs on the existing sanitary sewer service lines at the property line.
- Installation of a storm water collection and treatment system consisting of a series of catch basins, catch basin manholes, underground collection piping, underground infiltration chambers, and pervious pavement on a section of Grand Avenue. The storm water management shall be designed to meet the requirements of the Ramsey-Washington Metro Watershed District.

- Replacement of existing street lights and installation of additional lights throughout both project areas.
- Installation of a trail from the west end of Grand Avenue to Owasso Boulevard North.

As part of a prior approval the City has agreed to construct a left hand turn lane from east bound Highway 96 to facilitate the redevelopment of the former Rainbow site, as shown on the attached map. The construction of the turn lane will require the same type of construction knowledge and equipment as the road reconstruction projects and including the turn lane with the reconstruction projects will provide an economy of scale.

PROPOSED PROJECT SCHEDULE

The proposed schedule is as follows:

Council Approve Plans and Specifications	March 21, 2016
Bid Opening	April 26, 2016
Council Award Contract	May 2, 2016
Construction Start	May/June 2016
Construction Complete*	August - October 2016
Assessment Hearing	September 2017

*The three project areas differ in the amount of construction work that will be required and the completion date for each project will be different.

RECOMMENDATION

It is recommended that the City Council adopt Resolution No. 16-22 approving the plans and specifications for the Virginia, Dennison, Lilac Road Reconstruction, Grand Avenue Road Reconstruction and Extension, and Highway 96 Turn Lane, City Projects 16-01, 16-02, and 16-07 and authorize the taking of bids.

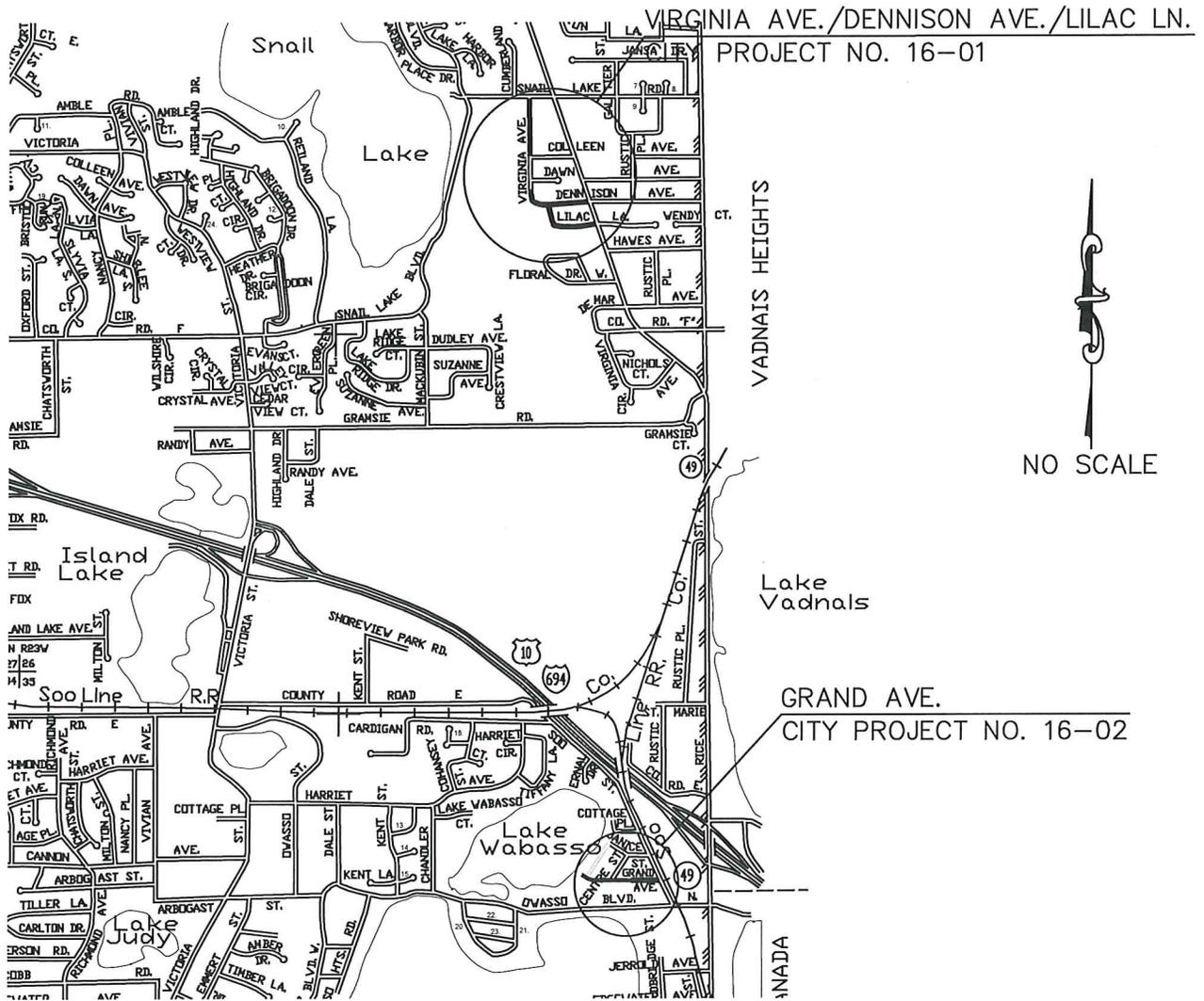


Shoreview

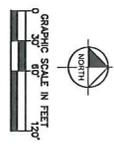
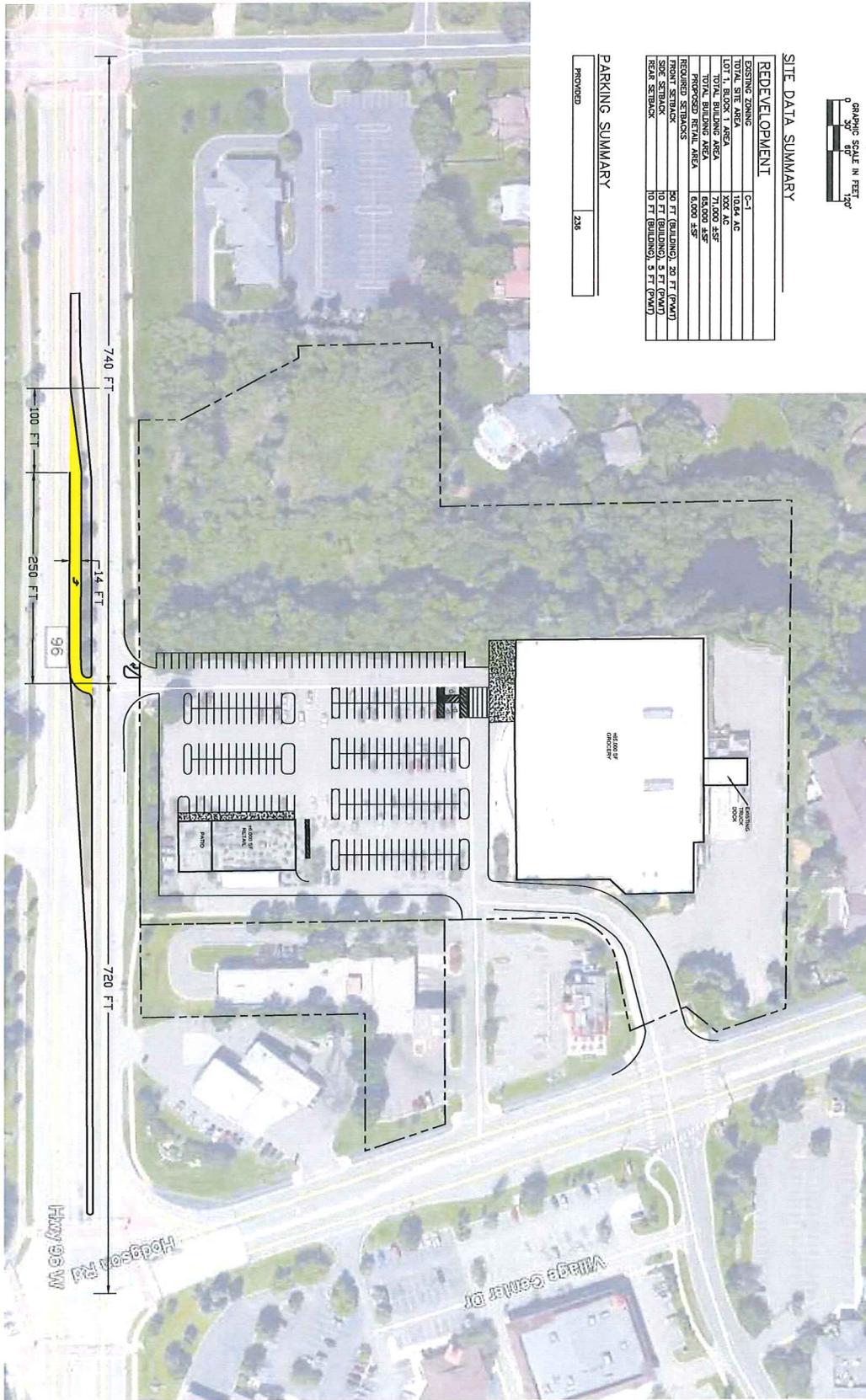
CITY OF SHOREVIEW

VIRGINIA AVE. / DENNISON AVE. / LILAC LN.
AND GRAND AVE.

RECONSTRUCTION
CITY PROJECT 16-01,02



LOCATION MAP



SITE DATA SUMMARY

REDEVELOPMENT	
EXISTING ZONING	C-1
TOTAL SITE AREA	10.64 AC
LOT 1, BLOCK 1 AREA	1000 AC
TOTAL BUILDING AREA	71,000 SQ FT
PROPOSED RETAIL AREA	6,000 SQ FT
REQUIRED SETBACKS	
FRONT SETBACK	50 FT (BUILDING), 20 FT (PARKING)
SIDE SETBACK	10 FT (BUILDING), 5 FT (PARKING)
REAR SETBACK	10 FT (BUILDING), 5 FT (PARKING)

PARKING SUMMARY

PROVIDED	236
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PROPOSED REDEVELOPMENT HWY 96 & HODGSON RD, SHOREVIEW RAMSEY COUNTY MINNESOTA

SCALE: AS SHOWN

DESIGNED BY: JIA

DRAWN BY: JIA

CHECKED BY: MB

DATE: MON, 6/29/15

PROJECT NO: 18077ANXX

SHEET NUMBER

Kimley-Horn

2520 UNIVERSITY AVE. WEST, SUITE 2300
ST. PAUL, MINNESOTA 55116

TEL. NO. (612) 645-6127
FAX. NO. (612) 645-2118

FOR PERMIT	
No.	REVISIONS
	DATE
	BY

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

HELD MARCH 21, 2016

* * * * *

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 21, 2016, at 7:00 p.m. The following members were present:

and the following members were absent:

Council Member introduced the following resolution and moved its adoption.

**RESOLUTION NO. 16-22
APPROVE PLANS AND SPECIFICATIONS AND ORDER THE TAKING OF BIDS
FOR THE
VIRGINIA, DENNISON, LILAC ROAD RECONSTRUCTION,
GRAND AVENUE ROAD RECONSTRUCTION & EXTENSION, &
HIGHWAY 96 TURN LANE
CITY PROJECTS 16-01, 16-02, & 16-07**

WHEREAS, pursuant to the resolution of the City Council of Shoreview on March 7, 2016, the City Engineer has prepared plans and specifications for the improvements of the Virginia, Dennison, Lilac Road Reconstruction and Grand Avenue Road Reconstruction and Extension, City Projects 16-01, 16-02, and

WHEREAS, per a prior agreement to facilitate the redevelopment of the former Rainbow site, plans and specifications have been prepared for the Highway 96 Turn Lane, City Project 16-07, and

WHEREAS, plans and specifications for the projects have been presented to the City Council for approval.

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

1. Such improvements are hereby ordered to proceed to the construction phase.
2. The plans and specifications for the Virginia, Dennison, Lilac Reconstruction, Grand Avenue Reconstruction and Extension, and Highway 96 Turn Lane. City Projects 16-01, 16-02, & 16-07 are hereby approved.

- 3. The City Manager shall prepare and cause to be inserted in the official newspaper an Advertisement for Bids for the making of such improvements under such approved plans and specifications. The advertisement shall be published at least twice, at least three weeks prior to the bid opening, shall specify the work to be done, that the bids are the responsibility of the bidder, and shall state that bids are to be received by the City until 10:00a.m., local time, on Tuesday, April 26, 2016, at which time they will be publicly opened in the Council Chambers of the City Hall by two or more designated officers of the City.

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

and the following voted against the same: .

WHEREUPON, said resolution was declared duly passed and adopted this 21st day of March 2016.

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

I, the undersigned, being the duly qualified and acting Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council held on the 21st day of March 2016, with the original thereof on file in my office and the same is a full, true and complete transcript therefrom insofar as the same relates to approving plans and specifications for City Projects 16-01, 16-02, & 16-07 and authorize bidding of the project.

WITNESS MY HAND officially as such Manager and the corporate seal of the City of Shoreview, Minnesota, this 22nd day of March 2016.

Terry Schwerm
City Manager

SEAL

PROPOSED RESOLUTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to adopt Resolution No.16-23, approving Payment No. 9 (Final-Modified) for the Owasso Street Realignment, City Project No. 09-12

ROLL CALL: AYES _____ NAYS _____

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

REGULAR COUNCIL MEETING
MARCH 21, 2016

TO: MAYOR, CITY COUNCIL, CITY MANAGER
FROM: TOM WESOLOWSKI - CITY ENGINEER
DATE: MARCH 17, 2016
SUBJECT: OWASSO STREET REALIGNMENT
CITY PROJECT 09-12, PAYMENT NO.9 (FINAL-MODIFIED)

INTRODUCTION

The attached Payment No. 9 (Final-Modified) has been prepared by the City's Consultant for the project SEH, reviewed by staff, and must be approved by Council. A copy of the payment is attached at the end of this report.

DISCUSSION

On December 21, 2015, the City Council approved Payment No. 8 (Final) in the amount of \$10,860.86, which typically closes out the project and completes final payment to the Contractor. In February of 2016, it was determined that Payment No. 8 (Final) omitted 5% of a pay item resulting in an underpayment to the Contractor of \$18,700 as described in the attached letter from SEH.

The project was constructed in accordance with the approved plans and specifications and SEH is recommending final payment.

RECOMMENDATION

It is recommended that Council adopt the attached proposed resolution approving Payment No. 9 (Final-Modified) for the Owasso Street Realignment, City Project 09-12.



Building a Better World
for All of Us®

March 9, 2016

RE: City Project 09-12
Owasso, County Road E, Victoria St.
Reconstruction
SEH No. Shore 118739 14.00

Tom Wesolowski
City Engineer
City of Shoreview
4580 Victoria St. N
Shoreview MN

Dear Mr. Wesolowski

Enclosed you will find "Pay Estimate #9 – Final – Modified" for the Owasso Street, County Road E, and Victoria St. Project. The original Final Pay Estimate #8 omitted 5% of item number 129, 2565.511 Traffic Control Signal System resulting in an underpayment to the contractor of \$18,700.

Please don't hesitate to let me know if any additional information is needed.

Sincerely,

SHORT ELLIOTT HENDRICKSON INC.

A handwritten signature in blue ink, appearing to read "Kevin Peterson", is written over the typed name.

Kevin Peterson
Professional Engineer

kmp
Enclosure

c: Terry Metz, SEH
file

s:\p\ts\shore\118739\7-shore118739 owasso\05payment\vouchers\pay 8 final - modified\seh letter pay 8 mod.docx

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 3535 Vadnais Center Drive, St. Paul MN 55110

SEH is 100% employee-owned | sehinc.com | 651.490.2022 | 800.903.6970 | 888.908.8166 fax



PARTIAL PAYMENT NO.
DATE:

9 - Final - Modified
3/9/16

PROJECT NO.: S.A.P. 62-615-029
S.A.P. 62-952-019
City Project No. 09-12
SEH Project No. SHORE 118739

PROJECT: Owasso, Co Rd E and Victoria

CONTRACTOR: Amt Construction Company
ADDRESS: 2190 Phelps Rd., PO Box 549
Hugo, MN 55038
651-426-1296

OWNER: City of Shoreview
ADDRESS: 4580 Victoria Street North
Shoreview, MN 55126
651-490-4700

REVISED CONTRACT \$ 2,179,259.04
ORIGINAL CONTRACT \$ 1,768,830.49
PERCENT COMPLETED: 100.53%

TOTAL VALUE OF WORK - ROADWAY-		\$	2,027,056.01
TOTAL VALUE OF EXTRA WORK		\$	163,817.25
MATERIALS ON HAND		\$	-
TOTAL VALUE OF WORK CERTIFIED PERIOD ENDING:	February 28, 2014	\$	2,190,873.27
LESS RETAINED	0.00%	\$	-
AMOUNT DUE		\$	2,190,873.27
LESS PREVIOUSLY APPROVED PAYMENTS			\$2,172,173.26
ALLOWABLE PAYMENT THIS PARTIAL			\$18,700.00

THIS IS TO CERTIFY THAT I HAVE EXAMINED THE WORK ON THIS PROJECT AND FIND THE WORK LISTED BELOW HAS BEEN PERFORMED IN ACCORDANCE WITH THE PLANS.

3-9-16 
DATE PROJECT ENGINEER

DATE CONTRACTOR

PREPARED BY: TJM
ENTERED BY: TJM

Partial payment No. 1	\$146,739.09
Partial payment No. 2	\$726,746.94
Partial payment No. 3	\$576,377.33
Partial payment No. 4	\$391,092.62
Partial payment No. 5	\$47,067.94
Partial payment No. 6	\$15,783.30
Partial payment No. 7	\$257,505.18
Partial payment No. 8	\$10,860.86
Partial payment No. 9	
Partial payment No. 10	
Partial payment No. 11	
Partial payment No. 12	
Partial payment No. 13	
Partial payment No. 14	
Partial payment No. 15	
Partial payment No. 16	
Partial payment No. 17	
Partial payment No. 18	
Partial payment No. 19	
Partial payment No. 20	
Partial payment No. 21	
Partial payment No. 22	
Partial payment No. 23	
Partial payment No. 24	
Partial payment No. 25	
\$2,172,173.26	

No.	Mn/DOT No.	Item	Unit	Unit Price	Est. Quantity	Quantity to Date	Total	Quantity This Pay	Cost	Percent of Original
1	2021.501	MOBILIZATION	LS	\$59,000.00	1.05	1,050.00	\$ 61,950.00	0.000	\$ -	100.20%
2	2021.501	FIELD OFFICE	EACH	\$6,000.00	1.0	0.50	\$ 3,000.00	0.00	\$ -	50.00%
3	2101.501	CLEARING	ACRE	\$6,000.00	0.22	0.45	\$ 2,700.00	0.00	\$ -	204.55%
4	2101.502	CLEARING	TREE	\$400.00	33	67	\$ 26,800.00	0.00	\$ -	203.03%
5	2101.506	GRUBBING	ACRE	\$4,000.00	0.44	0.45	\$ 1,800.00	0.00	\$ -	102.27%
6	2101.507	GRUBBING	TREE	\$50.00	33	67	\$ 3,350.00	0.00	\$ -	203.03%
7	2102.502	PAVEMENT MARKING REMOVAL	LIN FT	\$2.20	258	955.00	\$ 2,101.00	0.00	\$ -	370.16%
8	2104.501	REMOVE WATER MAIN	LIN FT	\$3.00	1854	1,744.00	\$ 5,232.00	0.00	\$ -	94.07%
9	2104.501	REMOVE STEEL CASING	LIN FT	\$25.00	36	38.00	\$ 950.00	0.00	\$ -	105.56%
10	2104.501	REMOVE SEWER PIPE (STORM)	LIN FT	\$9.20	283	337.00	\$ 3,100.40	0.00	\$ -	119.08%
11	2104.501	REMOVE CONCRETE CURB & GUTTER	LIN FT	\$2.00	2975	2,788.00	\$ 5,576.00	0.00	\$ -	93.71%
12	2104.501	REMOVE BITUMINOUS CURB	LIN FT	\$2.00	192	195.00	\$ 390.00	0.00	\$ -	101.56%
13	2104.501	REMOVE SEWER PIPE (SANITARY)	LIN FT	\$28.10	641	264.00	\$ 7,682.40	0.00	\$ -	41.19%
14	2104.503	REMOVE MODULAR CONCRETE BLOCK RETAINING WALL	SF	\$5.00	200	200.00	\$ 1,000.00	0.00	\$ -	100.00%
15	2104.503	PAVEMENT MARKING REMOVAL	SF	\$0.64	7050	6,792.00	\$ 4,346.88	0.00	\$ -	96.34%
16	2104.505	REMOVE BITUMINOUS PAVEMENT (ANY THICKNESS)	SY	\$2.80	4885	5,844.00	\$ 16,363.20	0.00	\$ -	119.63%
17	2104.505	REMOVE CONCRETE DRIVEWAY PAVEMENT	SY	\$4.00	200	34.00	\$ 136.00	0.00	\$ -	17.00%
18	2104.509	REMOVE CATCH BASIN	EACH	\$288.00	4	6.00	\$ 1,728.00	0.00	\$ -	150.00%
19	2104.509	REMOVE MANHOLE (STORM)	EACH	\$320.00	3	5.00	\$ 1,600.00	0.00	\$ -	166.67%
20	2104.509	REMOVE MANHOLE (SANITARY)	EACH	\$524.00	4	3.00	\$ 1,572.00	0.00	\$ -	75.00%
21	2104.509	REMOVE PIPE APRON	EACH	\$115.00	2	2.00	\$ 230.00	0.00	\$ -	100.00%
22	2104.509	REMOVE GATE VALVE & BOX	EACH	\$172.00	4	5.00	\$ 860.00	0.00	\$ -	125.00%
23	2104.511	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LIN FT	\$5.00	70	91.00	\$ 455.00	0.00	\$ -	130.00%
24	2104.513	SAWING BITUMINOUS PAVEMENT	LIN FT	\$3.00	2423	4,091.00	\$ 12,273.00	0.00	\$ -	168.84%
25	2104.523	SALVAGE SIGN	EACH	\$25.00	20	20.00	\$ 500.00	0.00	\$ -	100.00%
26	2104.523	SALVAGE CASTING	EACH	\$120.00	7	12.00	\$ 1,440.00	0.00	\$ -	171.43%
27	2104.523	SALVAGE HYDRANT AND VALVE ASSEMBLY	EACH	\$230.00	7	5.00	\$ 1,150.00	0.00	\$ -	71.43%
28	2104.523	SALVAGE CURB STOP AND BOX	EACH	\$292.00	1	1.00	\$ 292.00	0.00	\$ -	100.00%
29	2105.501	COMMON EXCAVATION (P)	CY	\$18.90	8239	8,239.00	\$ 155,717.10	0.00	\$ -	100.00%
30	2105.507	SUBGRADE EXCAVATION (EV) (P)	CY	\$18.90	5961	5,961.00	\$ 112,662.90	0.00	\$ -	100.00%
31	2105.522	SELECT GRANULAR BORROW - MOD. 7% (CV)	CY	\$15.52	5308	8,691.00	\$ 134,884.32	0.00	\$ -	163.73%
32	2105.523	COMMON BORROW (CV)	CY	\$15.52	1281	1,281.00	\$ 19,881.12	0.00	\$ -	100.00%
33	2105.525	TOPSOIL BORROW (CV)	CY	\$0.01	1033	1,033.00	\$ 10.33	0.00	\$ -	100.00%
34	2105.601	TEMPORARY ROAD	LS	\$9,940.00	1	1.00	\$ 9,940.00	0.00	\$ -	100.00%
35	2105.607	LIGHT-WEIGHT AGGREGATE (CV)	CY	\$100.00	1134	582.00	\$ 58,200.00	0.00	\$ -	51.32%
36	2111.501	TEST ROLLING	RD STA	\$40.00	40	16.00	\$ 640.00	0.00	\$ -	40.00%

Payment No. 9 - Final - Modified Project Name: Owasso, Co Rd E and Victoria
 Application Date March 9, 2016 Project Number: S.A.P. 62-615-029
 For Period Ending February 28, 2014 SEH Project Number SHORE 118739 Contract Amount: \$2,179,259.04

Over 1.25%

No.	Mh/DOT No.	Item	Unit	Unit Price	Est. Quantity	Quantity to Date	Total	Quantity This Pay	Cost	Percent of Original
37	2112.501	SUBGRADE PREPARATION	RD STA	\$125.00	3	0.00	\$ -	0.00	\$ -	0.00%
38	2123.610	TRACTOR MOUNTED BACKHOE	HOUR	\$170.00	20	0.00	\$ -	0.00	\$ -	0.00%
39	2123.610	STREET SWEEPER W/PICK-UP BROOM	HOUR	\$30.00	70	30.00	\$ 900.00	0.00	\$ -	42.86%
40	2130.501	WATER FOR DUST CONTROL	M GAL	\$40.00	30	0.00	\$ -	0.00	\$ -	0.00%
41	2211.501	AGGREGATE BASE CL. 5	TON	\$10.90	2867	4,520.12	\$ 49,269.31	0.00	\$ -	157.66%
42	2232.501	MILL BITUMINOUS SURFACE 2"	SY	\$1.52	5651	4,254.00	\$ 6,466.08	0.00	\$ -	75.28%
43	2331.604	TEMPORARY PAVING	SQ YD	\$22.80	500	0.00	\$ -	0.00	\$ -	0.00%
44	2331.604	BITUMINOUS PAVEMENT BREAKUP REPAIR	SQ YD	\$36.00	100	0.00	\$ -	0.00	\$ -	0.00%
45	2350.501	TYPE SP 12.5 WEARING COURSE MIXTURE (3,C)	TON	\$83.60	407	437.42	\$ 36,566.31	0.00	\$ -	107.47%
46	2350.501	TYPE SP 12.5 WEARING COURSE MIXTURE (4,F)	TON	\$88.60	1161	1,176.60	\$ 104,246.76	0.00	\$ -	101.34%
47	2350.502	TYPE SP 12.5 NON WEARING COURSE MIXTURE (3,C)	TON	\$64.60	372	376.15	\$ 24,299.29	0.00	\$ -	101.12%
48	2350.502	TYPE SP 12.5 NON WEARING COURSE MIXTURE (4,B)	TON	\$58.60	1000	614.38	\$ 36,002.67	0.00	\$ -	61.44%
49	2360.505	TYPE SP12.5 MIXTURE FOR PATCHING (4,F)	TON	\$94.60	425	257.16	\$ 24,327.34	0.00	\$ -	60.51%
50	2411.521	GRANULAR BACKFILL (CV) (P)	CY	\$19.60	481	481.00	\$ 9,427.60	0.00	\$ -	100.00%
51	2411.618	WET-CAST BLOCK RETAINING WALL	SF	\$28.90	1725	1,209.22	\$ 34,946.46	0.00	\$ -	70.10%
52	2451.603	CRUSHED ROCK PIPE FOUNDATION	LIN FT	\$19.00	1660	75.00	\$ 1,425.00	0.00	\$ -	4.52%
53	2501.515	15" RCP APRON W/TRASH GUARD	EACH	\$764.00	1	1.00	\$ 764.00	0.00	\$ -	100.00%
54	2501.515	21" RCP APRON W/TRASH GUARD	EACH	\$1,100.00	1	1.00	\$ 1,100.00	0.00	\$ -	100.00%
55	2502.541	4" PERF. PE PIPE DRAIN W/GEOTEXTILE FILTER SOCK & F	LIN FT	\$9.00	1400	1,773.00	\$ 15,957.00	0.00	\$ -	126.64%
56	2503.541	12" RC PIPE SEWER DES 3006 CL V	LIN FT	\$27.50	440	416.00	\$ 11,440.00	0.00	\$ -	94.55%
57	2503.541	15" RC PIPE SEWER DES 3006 CL V	LIN FT	\$29.00	164	165.00	\$ 4,785.00	0.00	\$ -	100.61%
58	2503.541	18" RC PIPE SEWER DES 3006 CL V	LIN FT	\$34.00	35	70.00	\$ 2,380.00	0.00	\$ -	200.00%
59	2503.541	21" RC PIPE SEWER DES 3006 CL III	LIN FT	\$47.00	17	0.00	\$ -	0.00	\$ -	0.00%
60	2503.541	24" RC PIPE SEWER DES 3006 CL III	LIN FT	\$97.00	46	46.00	\$ 1,702.00	0.00	\$ -	100.00%
61	2503.541	30" RC PIPE SEWER DES 3006 CL III	LIN FT	\$52.00	185	195.00	\$ 10,140.00	0.00	\$ -	105.41%
62	2503.541	36" RC PIPE SEWER DES 3006 CL III	LIN FT	\$85.00	10	0.00	\$ -	0.00	\$ -	0.00%
63	2503.602	CONNECT TO EXISTING STORM SEWER STRUCTURE	EACH	\$575.00	1	0.00	\$ -	0.00	\$ -	0.00%
64	2503.602	CONNECT TO EXISTING STORM SEWER PIPE	EACH	\$230.00	8	10.00	\$ 2,300.00	0.00	\$ -	125.00%
65	2503.602	CONNECT TO EXISTING SANITARY SEWER SERVICE	EACH	\$381.00	1	0.00	\$ -	0.00	\$ -	0.00%
66	2503.602	8" X 6" PVC WYE	EACH	\$183.00	1	0.00	\$ -	0.00	\$ -	0.00%
67	2503.602	8" X 8" PVC WYE	EACH	\$307.00	1	0.00	\$ -	0.00	\$ -	0.00%
68	2503.603	6" PVC SANITARY SEWER PIPE, SDR 26 (ALL DEPTHS)	LIN FT	\$40.30	60	0.00	\$ -	0.00	\$ -	0.00%
69	2503.603	6" PVC SANITARY SEWER PIPE RISER PIPE, SDR 26	LIN FT	\$46.60	10	0.00	\$ -	0.00	\$ -	0.00%
70	2503.603	6" PVC SANITARY SEWER PIPE, SDR 35 (ALL DEPTHS)	LIN FT	\$52.00	302	200.00	\$ 10,400.00	0.00	\$ -	66.23%
71	2504.601	TEMPORARY WATER SERVICE	LIN FT	\$2,000.00	1	1.00	\$ 2,000.00	0.00	\$ -	100.00%
72	2504.602	ADJUST GATE VALVE & BOX	EACH	\$300.00	3	0.00	\$ -	0.00	\$ -	0.00%

No.	Mn/DOT No.	Item	Unit	Unit Price	Est. Quantity	Quantity to Date	Total
73	2504.602	CONNECT TO EXISTING WATER MAIN	EACH	\$2,360.00	8	6.00	\$ 14,160.00
74	2504.602	FURNISH & INSTALL GATE VALVE AND BOX (6" OR 8")	EACH	\$2,152.00	15	12.00	\$ 25,824.00
75	2504.602	WATER MAIN OFFSET	EACH	\$2,150.00	1	1.00	\$ 2,150.00
76	2504.602	HYDRANT	EACH	\$3,710.00	7	6.00	\$ 22,260.00
77	2504.602	2" CORPORATION STOP	EACH	\$582.00	1	1.00	\$ 582.00
78	2504.602	2" CURB STOP AND BOX	EACH	\$976.00	1	1.00	\$ 976.00
79	2504.603	2" TYPE K COPPER WATER SERVICE	LIN FT	\$47.30	60	45.00	\$ 2,128.50
80	2504.603	6" WATER MAIN DUCTILE IRON (CLASS 53)	LIN FT	\$44.90	31	80.00	\$ 3,592.00
81	2504.603	6" WATER MAIN DUCTILE IRON (CLASS 53) - OWASSO STR	LIN FT	\$60.50	137	44.00	\$ 2,222.00
82	2504.603	8" WATER MAIN DUCTILE IRON (CLASS 53)	LIN FT	\$63.10	866	825.00	\$ 43,807.50
83	2504.603	12" WATER MAIN DUCTILE IRON (CLASS 53)	LIN FT	\$103.00	30	5.00	\$ 515.00
84	2504.603	WATER MAIN HDPE (FUSED) 8" DIPS	LIN FT	\$41.60	860	784.00	\$ 32,614.40
85	2504.603	HYDRANT EXTENSION	LIN FT	\$665.00	2	2.50	\$ 1,662.50
86	2504.603	REPAIR GATE VALVE BOX	LIN FT	\$76.00	3	0.00	\$ -
87	2504.604	4" POLYSTYRENE INSULATION	SY	\$46.00	70	10.50	\$ 483.00
88	2504.608	DIP WATER MAIN FITTINGS	LBS	\$6.00	885	942.00	\$ 5,652.00
89	2506.501	CONSTRUCT DRAINAGE STRUCTURE DES G	LIN FT	\$248.00	19	25.50	\$ 6,324.00
90	2506.501	CONSTRUCT DRAINAGE STRUCTURE 48-4020	LIN FT	\$340.00	32	25.10	\$ 8,534.00
91	2506.501	CONSTRUCT DRAINAGE STRUCTURE 54-4020	LIN FT	\$388.00	15	13.00	\$ 5,044.00
92	2506.501	CONSTRUCT DRAINAGE STRUCTURE 60-4020	LIN FT	\$328.00	24	23.00	\$ 7,544.00
93	2506.501	CONSTRUCT DRAINAGE STRUCTURE 84-4020	LIN FT	\$650.00	7	7.00	\$ 4,550.00
94	2506.502	CONSTRUCT DRAINAGE STRUCTURE SPECIAL	EACH	\$74,600.00	1	1.00	\$ 74,600.00
95	2506.503	MINOR STRUCTURE REPAIR	LIN FT	\$176.00	10	0.00	\$ -
96	2506.602	ADJUST FRAME RING & CASTING (ALL TYPES)	EACH	\$432.00	19	5.00	\$ 2,160.00
97	2506.602	CASTING ASSEMBLY, R-3246	EACH	\$522.00	16	16.00	\$ 8,352.00
98	2506.602	CASTING ASSEMBLY R-1733 (SANITARY)	EACH	\$1,080.00	3	3.00	\$ 3,240.00
99	2506.602	CASTING ASSEMBLY, R-1733B (STORM)	EACH	\$690.00	5	6.00	\$ 4,140.00
100	2506.602	CONSTRUCT SANITARY SEWER MANHOLE (ALL DEPTHS)	EACH	\$2,650.00	3	3.00	\$ 7,950.00
101	2506.603	RECONSTRUCT CATCH BASIN OR MANHOLE (STORM & SA	LIN FT	\$290.00	3	0.00	\$ -
102	2511.501	RANDOM RIPRAP CLASS III	CY	\$120.00	4	4.00	\$ 480.00
103	2511.515	GEOTEXTILE FABRIC TYPE III	SY	\$2.00	75	79.00	\$ 158.00
104	2521.501	4" CONCRETE WALK	SF	\$3.84	6415	8,114.00	\$ 31,157.76
105	2521.501	4" CONCRETE WALK - MEDIANS	SF	\$3.84	1174	479.00	\$ 1,839.36
106	2521.501	4" CONCRETE WALK SPECIAL	SF	\$7.82	4363	2,279.00	\$ 17,821.78
107	2531.501	CONCRETE CURB & GUTTER DESIGN B418	LIN'FT	\$12.80	673	0.00	\$ -
108	2531.501	CONCRETE CURB & GUTTER DESIGN B618	LIN FT	\$14.00	2225	2,278.00	\$ 31,892.00

No.	Mn/DOT No.	Item	Unit	Unit Price	Est. Quantity	Quantity to Date	Total	Quantity This Pay	Cost	Percent of Original
109	2531.501	CONCRETE CURB & GUTTER DESIGN B424	LIN FT	\$16.10	280	0.00	-	0.00	\$	0.00%
110	2531.501	CONCRETE CURB & GUTTER DESIGN B624	LIN FT	\$15.90	1655	2,031.00	\$ 32,292.90	0.00	\$	122.72%
111	2531.603	CONCRETE CURB DESIGN V	LIN FT	\$21.40	180	0.00	-	0.00	\$	0.00%
112	2531.618	PEDESTRIAN CURB RAMP	SQ FT	\$4.80	1400	1,671.00	\$ 8,020.80	0.00	\$	119.36%
113	2531.618	TRUNCATED DOMES	SQ FT	\$32.00	224	276.00	\$ 8,832.00	0.00	\$	123.21%
114	2533.507	PORTABLE PRECAST CONC BARRIER DES 8337	LIN FT	\$16.00	830	1,039.00	\$ 16,624.00	0.00	\$	125.18%
115	2533.508	RELOCATE PORTABLE PRECAST CONC BARRIER DES 833	LIN FT	\$6.00	300	39.00	\$ 234.00	0.00	\$	13.00%
116	2540.601	OWASSO STREET ENTRANCE SIGN	LS	\$17,800.00	1	0.85	\$ 15,130.00	0.00	\$	85.00%
117	2545.511	LIGHTING UNIT TYPE SPECIAL	EACH	\$6,200.00	3	3.00	\$ 18,600.00	0.00	\$	100.00%
118	2545.515	CONCRETE LIGHT BASE	EACH	\$650.00	3	3.00	\$ 1,950.00	0.00	\$	100.00%
119	2545.523	2" NON-METALLIC CONDUIT	LIN FT	\$4.00	380	380.00	\$ 1,520.00	0.00	\$	100.00%
120	2545.531	UNDERGROUND WIRE 1 COND NO 30	LIN FT	\$5.00	120	120.00	\$ 600.00	0.00	\$	100.00%
121	2545.531	UNDERGROUND WIRE 1 COND NO 8	LIN FT	\$0.84	1140	1,140.00	\$ 957.60	0.00	\$	100.00%
122	2545.531	UNDERGROUND WIRE 1 COND NO 12	LIN FT	\$0.42	425	425.00	\$ 178.50	0.00	\$	100.00%
123	2545.541	SERVICE CABINET	EACH	\$3,500.00	1	1.00	\$ 3,500.00	0.00	\$	100.00%
124	2545.545	EQUIPMENT PAD	EACH	\$1,100.00	1	1.00	\$ 1,100.00	0.00	\$	100.00%
125	2545.601	ADDITIONAL HDE WRAPAROUND DECORATIVE BASE	EACH	\$2,600.00	1	1.00	\$ 2,600.00	0.00	\$	100.00%
126	2563.601	TRAFFIC CONTROL	LS	\$10,000.00	1	1.00	\$ 10,000.00	0.00	\$	100.00%
127	2563.610	POLICE OFFICER	HOURL	\$10.00	80	60.00	\$ 600.00	0.00	\$	75.00%
128	2564.531	SIGN PANELS TYPE C	SQ FT	\$38.40	155	132.75	\$ 5,097.60	0.00	\$	85.65%
129	2565.511	TRAFFIC CONTROL SIGNAL SYSTEM	GNAL SYSTE	\$374,000.00	1	1.00	\$ 374,000.00	0.05	\$ 18,700.00	100.00%
130	2565.601	EMERGENCY VEHICLE PREEMPTION SYSTEM	LUMP SUM	\$5,200.00	1	1.00	\$ 5,200.00	0.00	\$	100.00%
131	2565.601	TRAFFIC CONTROL INTERCONNECTION "A"	LUMP SUM	\$18,400.00	1	1.00	\$ 18,400.00	0.00	\$	100.00%
132	2565.601	TRAFFIC CONTROL INTERCONNECTION "B"	LUMP SUM	\$10,800.00	1.00	1.00	\$ 10,800.00	0.00	\$	100.00%
133	2565.602	PEDESTRIAN PUSH BUTTON STATION (APS)	EACH	\$830.00	1	5.00	\$ 4,150.00	0.00	\$	500.00%
134	2573.603	VINYL COATED CHAIN LINK FENCE	LIN FT	\$18.00	1325	1,165.00	\$ 20,970.00	0.00	\$	87.92%
135	2573.502	SILT FENCE, PREASSEMBLED	LIN FT	\$1.80	5467	2,107.00	\$ 3,792.60	0.00	\$	38.54%
136	2573.502	STORM DRAIN INLET PROTECTION	EACH	\$50.00	41.00	41.00	\$ 2,050.00	0.00	\$	100.00%
137	2573.602	ROCK CONSTRUCTION ENTRANCE	EACH	\$800.00	6	2.00	\$ 1,600.00	0.00	\$	33.33%
138	2573.603	FILTER LOG TYPE WOOD FIBER BIOROLL	LIN FT	\$6.80	225	430.00	\$ 2,924.00	0.00	\$	191.11%
139	2575.501	SEEDING	ACRE	\$210.00	2	2.52	\$ 529.20	0.00	\$	120.00%
140	2575.502	SEED MIXTURE 150	LB	\$3.10	40	339.70	\$ 1,053.07	0.00	\$	849.25%
141	2575.502	SEED MIXTURE 328	LB	\$8.48	9	0.00	\$ -	0.00	\$	0.00%
142	2575.502	SEED MIXTURE 350	LB	\$6.40	114	35.00	\$ 224.00	0.00	\$	30.70%
143	2575.560	HYDRAULIC SOIL STABILIZER TYPE 5	LB	\$0.70	4414	5,400.00	\$ 3,780.00	0.00	\$	122.34%
144	2575.523	EROSION CONTROL BLANKETS CATEGORY 3	SQ YD	\$4.40	121	1,839.00	\$ 8,091.60	0.00	\$	1519.83%

Over 1.25%

9 - Final - Modified

Project Name: Owasso, Co Rd E and Victoria

Project Number: S.A.P. 62-615-029

SEH Project Number SHORE 118739

March 9, 2016

February 28, 2014

Contract Amount: \$2,179,259.04

Over 1.25%

Application Date

No.	Mn/DOT No.	Item	Unit	Unit Price	Est. Quantity	Quantity to Date	Total
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Quantity This Pay	Cost	Percent of Original
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TOTAL EXTRA WORK TO DATE \$ 163,817.25

TOTAL TO DATE \$ 2,190,873.27

0.00% RETAINAGE \$ -

TOTAL PAYMENT TO DATE \$ 2,190,873.27

PREVIOUS PAYMENTS \$2,172,173.26

PAYMENT THIS PAY \$ 18,700.00

APPLICATION FOR PAYMENT - Continued

Total Contract Amount	<u>\$2,179,259.04</u>	Total Contract Amount Earned	<u>\$ 2,027,056.01</u>
Material Suitably Stored on Site, Not Incorporated into Work		Total MOH	<u>\$ -</u>
Work Orders	<u>\$ 161,372.56</u>	Total Extra Work:	<u>\$ 163,817.25</u>
Change Orders	<u>\$ -</u>		
		GROSS AMOUNT DUE	<u>\$2,190,873.27</u>
		LESS 0.00% RETAINAGE	<u>\$0.00</u>
		AMOUNT DUE TO DATE	<u>\$2,190,873.27</u>
		LESS PREVIOUS APPLICATIONS	<u>\$2,172,173.26</u>
		AMOUNT DUE THIS APPLICATION	<u>\$18,700.00</u>

CONTRACTOR'S AFFIDAVIT

The undersigned Contractor hereby swears under penalty of perjury that (1) all previous progress payments received from the Owner on account of work performed under the Contract referred to above have been applied by the undersigned to discharge in full all obligations of the undersigned incurred in connection with work covered by prior Applications for Payment under said contract, **Owasso St., County Road E and Victoria St., Shoreview, Minnesota**, and (2) all material and equipment incorporated in said Project or otherwise listed in or covered by this Application for Payment and free and clear of all liens, claims, security interests and encumbrances.

Date _____ 20____ Arnt Construction Company
(Contractor)

COUNTY OF _____)
STATE OF _____) SS By _____
(Name and Title)

Before me on this _____ day of _____, 20____, personally appeared _____, known to be, who being duly sworn did depose and say that he/she is the _____ (office) of the Contractor above mentioned, that he/she executed the above Application for Payment and Affidavit on behalf of said Contractor; and that all of the statements contained therein are true, correct and complete.

My commission expires: _____
(Notary Public)

The undersigned has checked the Contractor's Application for Payment shown above. A part of this Application is the Contractor's Affidavit stating that all previous payments to him under this contract have been applied by him to discharge in full all of his obligations in connection with the work by all prior Applications for Payment.

In accordance with the Contract, the undersigned recommends approval of payment to the Contractor for the amount due.

SHORT ELLIOTT HENDRICKSON, INC.	City of Shoreview
By <u>[Signature]</u>	By _____
Date <u>3-9-16</u>	Date _____



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

HELD MARCH 21, 2016

* * * * *

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 21, 2016 at 7:00 pm. The following members were present:

and the following members were absent:

Member introduced the following resolution and moved its adoption.

**RESOLUTION NO. 16-23
APPROVING PAYMENT NO. 9 (FINAL-MODIFIED)
FOR THE
OWASSO STREET REALIGNMENT
CITY PROJECT 09-12**

WHEREAS, On December 21, 2015 the City Council approved Payment No. 8 (Final) in the amount of \$10,860.86, and

WHEREAS, it was determined Payment No. 8 (Final) omitted 5% of pay item 129, 2565.511 "Traffic Control Signal System" resulting in an underpayment to the Contractor, Arnt Construction, in the amount of \$18,700, and

WHEREAS, Payment No. 9 (Final-Modified), in the amount of \$18,700.00, will result in a total amount of work completed of \$2,190,873.27, and

WHEREAS, the Director of Public Works has recommended approval of proposed Payment No. 9 (Final-Modified)

NOW, THEREFORE, BE IT RESOLVED by the City Council of Shoreview, Minnesota, that Payment No. 9 (Final-Modified) in the amount of \$18,700.00 for a total amount of work completed of \$2,190,873.27 is hereby approved.

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

and the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted this 21st day of March, 2016.

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

I, the undersigned, being the duly qualified and acting Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council held on the 21st day of March, 2016, with the original thereof on file in my office and the same is a full, true and complete transcript therefrom insofar as the same relates to the approval of Payment No. 9 (Final-Modified), for the Owasso Street Realignment, C.P #09-12.

WITNESS MY HAND officially as such Manager and the corporate seal of the City of Shoreview, Minnesota, this 22nd day of March, 2016.

Terry C. Schwerm
City Manager

SEAL

Proposed Motion

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

To approve the one-year lease renewal for 2016 with the Greater Metropolitan Housing Corporation for the Housing *Resource* Center located in the historic Lepak-Larson House at 1170 Lepak Court.

Roll Call: **Ayes:** _____ **Nays:** _____

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

Regular City Council Meeting
March 21, 2016

To: Mayor, City Council and City Manager
From: Kathleen Castle, City Planner
Date: March 18, 2016
Subject: 2016 Lease Renewal – Greater Metropolitan Housing Corporation

BACKGROUND

The City of Shoreview leases the historic Lepak-Larson house, 1170 Lepak Court to the Greater Metropolitan Housing Corporation (GMHC) who operates the North and East Metro Housing *Resource* Center on the property. The City also contracts with the GMHC for services related to the City's housing programs, including administration of the Shoreview Home Energy Improvement Loan Program, through the Housing *Resource* Center. The Lease for 2016 is being presented to the City Council for renewal.

LEASE AGREEMENT

The proposed lease is similar to the previous lease agreements executed with GMHC for this property. The proposed annual rent \$13,109 is a slight decrease under the 2015 annual rent of \$13,246 due to a decrease in the consumer price index. The lease is for the 2016 calendar year. The other terms of the lease will remain the same.

ECONOMIC DEVELOPMENT AUTHORITY

The Economic Development Authority reviewed the proposed lease at their March 14th meeting and recommended approval to the City Council with a 4-0 vote.

RECOMMENDATION

Staff is recommending the City Council renew the annual Lease Agreement with the GMHC to occupy the historic Lepak-Larson house, 1170 Lepak Court for the Housing *Resource* Center.

Attachments

- 1) Lease Renewal Letter to GMHC
- 2) Consumer Price Index
- 3) Motion

Housing Resource Center
Larson House Lease

101-38900

	Current Rent	2004 CPI 1st Half	2003 CPI 1st Half	Revised Rent
Annual	\$ 12,000	186.6	181.7	\$ 12,324
Monthly	\$ 1,000			\$ 1,027

2.7% increase

	Current Rent	2007 CPI 1st Half	2006 CPI 1st Half	Revised Rent
Annual	\$ 12,324	200.627	195.100	\$ 12,673
Monthly	\$ 1,027			\$ 1,056

2.8% increase

	Current Rent	2011 CPI 1st Half	2010 CPI 1st Half	Revised Rent
Annual	\$ 12,673	217.374	210.965	\$ 13,058
Monthly	\$ 1,056			\$ 1,088

3.0% increase

	Current Rent	2014 CPI 1st Half	2013 CPI 1st Half	Revised Rent
Annual	\$ 13,058	231.764	228.473	\$ 13,246
Monthly	\$ 1,088			\$ 1,104

1.4% increase

	Current Rent	2015 CPI 1st Half	2014 CPI 1st Half	Revised Rent
Annual	\$ 13,246	229.374	231.764	\$ 13,109
Monthly	\$ 1,104			\$ 1,092

-1.0% decrease

\\data\excel\bud\Larson House lease

	1st Half CPI	Monthly Rent	
2002		\$ 1,000	
2003	181.7	1,000	
2004	186.6	1,000	
2005		1,027	<-Effective May 2005
2006	195.1	1,027	
2007	200.627	1,027	
2008		1,056	<-Effective May 2008
2009		1,056	
2010	210.965	1,056	
2011	217.374	1,056	
2012		1,088	<-Effective May 2012
2013	228.473	1,088	
2014	231.764	1,088	
2015	229.374	1,104	<-Effective May 2015
2016		1,092	<-Effective May 2016
2017			
2018			

March 21, 2016

Ms. Carolyn Olson
Greater Metropolitan Housing Corporation
15 South Fifth Street, suite 710
Minneapolis, MN 55402

Re: Lease Agreement – Housing Resource Center, 1170 Lepak Court

Dear Ms. Olson:

The City has renewed the option to the Premises Lease Agreement executed with the City of Shoreview for the rental of the property at 1170 Lepak Court. The option enables GMHC to renew the lease for an additional one year period commencing on January 1, 2016. The base rent for each year of an Option Term is an amount equal to the base rent of the previous year multiplied by a fraction, the numerator of which is the CPIU (Consumer Price Index for Urban Consumers/Twin Cities Region). The rent, commencing on January 1 is \$13,109 annually with a monthly payment of \$1,092.

Please acknowledge your agreement to renew the lease agreement by exercising the Option to Renew, including the rent, by providing Ms. Olson's signature below. I would appreciate it if you could return this letter with her signature by January 26th. Please contact me at 651-490-4682 or via e-mail at kcastle@shoreviewmn.gov if you have any questions.

Sincerely,

Kathleen Castle
City Planner

Carolyn Olson, President – GMHC

Date

T:/hrc/03-21-16leaseoption.doc

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to approve Resolution No. 16-17 reducing the following escrows:

Development Cash Deposits for the following properties in the amounts listed:

4704 Laura Ln Country Side Services \$ 500.00

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

TO: MAYOR, CITY COUNCIL, CITY MANAGER
FROM: THOMAS L. HAMMITT
SENIOR ENGINEERING TECHNICIAN
DATE: MARCH 17, 2016
SUBJECT: DEVELOPER ESCROW REDUCTIONS

INTRODUCTION

The following escrow reductions have been prepared and are presented to the City Council for approval.

BACKGROUND

The property owners/builders listed below have completed all or portions of the erosion control and turf establishment, landscaping or other construction in the right of way as required in the development contracts or building permits.

4704 Laura Ln Erosion Control completed

RECOMMENDATION

It is recommended that the City Council approve releasing all or portions of the escrows for the following properties in the amounts listed below:

4704 Laura Ln Country Side Services \$ 500.00

PROPOSED

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

HELD MARCH 21, 2016

* * * * *

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 21, 2016 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. 16-17

**RESOLUTION ORDERING ESCROW REDUCTIONS
AT VARIOUS LOCATIONS IN THE CITY**

WHEREAS, various builders and developers have submitted cash escrows for erosion control, grading certificates, landscaping and other improvements, and

WHEREAS, City staff have reviewed the sites and developments and is recommending the escrows be returned.

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

The Shoreview Finance Department is authorized to reduce the cash deposit in the amounts listed below:

4704 Laura Ln	Country Side Services	\$	500.00
---------------	-----------------------	----	--------

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

and the following voted against the same:

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

To award the quote for the replacement of the running track surface to Floors by Becker in the amount of \$58,975.

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

Regular Council Meeting
March 21, 2016

TO: MAYOR AND COUNCILMEMBERS

**FROM: TERRY SCHWERM
CITY MANAGER**

DATE: MARCH 17, 2016

SUBJECT: AWARD OF QUOTE—RUNNING TRACK SURFACE REPLACEMENT

INTRODUCTORY

The 2016 Capital Improvement Program includes \$60,000 to replace the running track surface in the Community Center. The City Council is being asked to award the quote for this project.

BACKGROUND

The Community Center includes an elevated running track located in the gymnasium area. The track can be accessed either from a stairway in the gym or the Fireside Lounge area of the Community Center. The track's surface was installed when the building was constructed in 1990 and is in need of replacement. The track is worn in several areas and is also stained in some areas due to water leaks that have occurred.

Staff is proposing to use a prefabricated synthetic rubber track surface manufactured by Mondo, that is similar to the existing surface that has been in place for 25 years. The new 3/8 inch track surface would be laid directly over the existing track and would provide improved cushioning and a fresh look to the track.

Staff solicited quotes from two firms for this work:

<u>Firm</u>	<u>Quote</u>
Centennial Flooring	\$61,125
Floors by Becker	\$58,975

The low quote for this work was submitted by Floors by Becker in the amount of \$58,975. Floors by Becker has successfully completed several carpeting and flooring projects at the Community Center. Staff is recommending that the Council award the quote for this work to Floors by Becker who submitted the low quote for this work. It is anticipated that the project will be completed in mid to late spring when the use of the track is somewhat lower. The project will likely require closing the track for about one week. The project will be paid for from the City's fixed asset revolving fund.

RECOMMENDATION

Based on the foregoing information, it is recommended that the City Council award the quote for the replacement of the running track surface to Floors by Becker in the amount of \$58,975.

Project name	CITY OF SHOREVIEW -WALKIN 4600 N. VICTORIA ST SHOREVIEW MN 55126
Client	CITY OF SHOREVIEW
Contract amount	\$58,975
Estimator	DEREK JOHNSON
Labor rate table	A. REG. RATE 06/15
Bid date	3/14/2016 12:00 PM
Notes	SHOREVIEW COMMUNITY CENTER -WALKING TRACK PROPOSAL IS TO KEEP EXISTING FLOOR DOWN & LAY FLOOR OVER

DEREK JOHNSON
djohnson@floorsbybeckers.com
651-636-1100

Item	Description	Takeoff Qty
096000	FLOORING	
096100	FLOOR PREP	
1	Skim Coat Cracks, Holes 1/8" deep or less	3,600.00 sf
2034	Furnish Ardex Feather Finish 10lb.	4.00 ea
096500	RESILIENT FLOORING	
096514	RESILIENT & CARPET TRANSITIONS	
1501	FLOOR PREP-extra labor	12.00 hour
2900	TRANSITION -TBD = STAIR & DOORS	12.00 lf
096566	RUBBER FLOORING	
2	Install Rubber Sheet Goods	4,000.00 SF
2001	Furnish Rubber Sheet Goods-MONDO-SUPER(X) 10MM(P70)	3,400.00 SF
2001	Furnish Rubber Sheet Goods-SUPER X 10MM (P31)	680.00 sf
2001	Furnish Rubber Sheet Goods-MONDO SUPER X 10MM = COLOR	40.00 sf
2001	Furnish Rubber Sheet Goods-MONDA SUPER X 10MM= COLOR	25.00 sf
2800	Materials Freight	1.00 ea
2900	ADHESIVE- PU 105 (POLYURTETHANE 2 GAL)	25.00 ea
2900	Materials Sundries SURCHARGE (\$1,400.00)	1.00 ea
3050	Material Handling & Delivery	2.00 hr

We agree to do the above estimated work for the price of \$58,975.

Signature _____
Print Name _____
Date _____

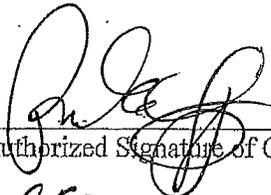
Signature _____
Print Name _____
Date _____

RESPONSIBLE CONTRACTOR CERTIFICATION

City Of Shoreview
4600 Victoria Street North
Shoreview, Minnesota 55126

By signing this document, I certify that I am an owner or officer of the Contractor and am verifying under oath that:

1. Contractor is in compliance with Minnesota Statutes, Section 16C.285.
2. I have attached a list of first-tier Subcontractors that the Contractor intends to retain for work on the project.



Authorized Signature of Owner or Officer

CFO

Title

FLOODS BY BECKERS, INC

Company Name

RICHARD DITZ

Printed Name

3-14-16

Date

Centennial Flooring

Name: Gary Chapman
Company: City of Shoreview
Project: Walking Track
Addendum 0
Section 09650 Resilient
Date 3-15-16

PROPOSAL

Subject to Acceptance within 30 Days

DESCRIPTION OF WORK

\$61,125

Subject to the following conditions:

Inclusion: Regular Work Hours
Minor prep (saw cuts)
Mondo rubber sheets goods 10 mm

Exclusions: Demo, major prep, grinding, or floor leveling
Night or weekend work hours
Adhesive removal or skim coating
Protection of completed work
Final Cleaning, waxing, or polishing of flooring
Dumpster

Respectfully Submitted by,
Company:
By:
Title:

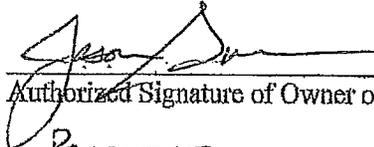
Centennial Flooring
Jason Summers
Estimator / Project Manager

RESPONSIBLE CONTRACTOR CERTIFICATION

City Of Shoreview
4600 Victoria Street North
Shoreview, Minnesota 55126

By signing this document, I certify that I am an owner or officer of the Contractor and am verifying under oath that:

1. Contractor is in compliance with Minnesota Statutes, Section 16C.285.
2. I have attached a list of first-tier Subcontractors that the Contractor intends to retain for work on the project.



Authorized Signature of Owner or Officer

PRESIDENT

Title

CENTENNIAL FLOORING

Company Name

JASON SUMMERS

Printed Name

3-15-16

Date



PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to adopt Resolution No.16-21 accepting the base bid from GM Contracting, Inc. for the Well 6 Raw Water Pipeline, City Project 16-06 and authorize the Mayor and City Manager to execute a construction contract in the amount of \$432,270.95.

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

REGULAR COUNCIL MEETING
MARCH 21, 2016

TO: MAYOR, CITY COUNCIL, AND CITY MANAGER
FROM: TOM WESOLOWSKI - CITY ENGINEER
DATE: MARCH 16, 2016
SUBJECT: RECEIPT OF BIDS AND AWARD OF CONTRACT FOR:
WELL 6 RAW WATER PIPELINE
CITY PROJECT 16-06

INTRODUCTION

Sealed bids were received and opened on March 10, 2016, for the Well 6 Raw Water Pipeline, City Project 16-06. Council action is required to award the construction contract.

BID RESULTS

On February 16, 2016, the City Council approved the plans and specifications and ordered the taking of bids for the Well 6 Raw Water Pipeline, City Project 16-06. This improvement is required to connect the City's one remote well to the water treatment plant that is currently under construction. Accordingly, on March 10, 2016, two (2) bids were received and opened for City Project 16-06. All bids were submitted with proper bid security in the amount of five (5) percent of the total amount of the bid as required by the project manual. The base bids and alternates are listed below:

<u>Contractor</u>	<u>Base Bid</u>	<u>Alt #1</u>	<u>Alt #2</u>	<u>Alt #3</u>
GM Contracting, Inc.	\$ 432,270.95	\$ 59,938.97	\$ 1.19	\$ 86.00/LF
Ellingson Drainage, Inc.	\$ 472,025.00	\$ 39,000.00	\$ 0.00	\$ 88.00/LF

Engineer's Estimate: \$ 500,000.00

The total bids submitted consisted of a base bid and three alternates. The Base bid consists of constructing a 14-inch raw water pipeline from Well House #6, located in Turtle Lake Park, and connecting to an existing 30-inch water transmission main, located on the NE corner of Lake Martha, and completing required site modifications at the well house. As shown on the attached drawing. Alternate No. 1 consists of installing a fiber optic duct and handholes along the raw water main route. Alternate No. 2 consists of 220-feet of open cut trench installation in lieu of 220-feet of directionally drilled water main near the well house. Alternative No. 3 consists of a unit price for open cut installation to be used on an as needed basis during construction.

Given the above information, GM Contracting is the lowest responsible bidder. AE2S, the Consulting Engineer for the project, has reviewed the bids and is recommending the City award the project to GM Contracting. The recommendation letter from AE2S is attached.

Due to the higher additional cost, staff is not recommending the acceptance of Alternates No. 1 & 2.

COST & PROJECT FUNDING

The total estimated cost for the project is \$500,000 including an allowance for administration, and contingency items.

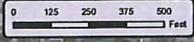
Funding source for the proposed improvement is as follows:

Water Fund	\$ 500,000.00
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RECOMMENDATION

It is recommended that the City Council adopt Resolution 16-21 and accept the base bid of GM Contracting, Inc. for the Well #6 Raw Water Pipeline, City Project 16-06 and authorize the Mayor and City Manager to execute a construction contract in the amount of \$432,270.95.

-  Existing Water Treatment Plant
-  Future Water Treatment Plant
-  Wells
-  30" Existing Pipeline
-  12" Existing Pipeline
-  10" Existing Pipeline
-  8" Existing Pipeline
-  Proposed Raw Water Pipeline



City of Shoreview Raw Water System
Proposed Well No. 6 Pipeline



I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY CLOSE PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

SIGNATURE: *Nancy D. Zeigler*
TYPED NAME: NANCY D. ZEIGLER
FEBRUARY 19, 2016 REG. NO. 42323

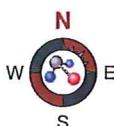
SYM	DATE	DESCRIPTION	APPR



WELL NO. 6 - RAW WATER MAIN
CITY OF SHOREVIEW, MINNESOTA
SHOREVIEW, MINNESOTA
LOCATION AND VICINITY MAP

16-06
DRAWING TYPE CONST
PREPARED BY SAS
CHECKED / APPROVED RAW / NDZ
DATE FEB 2016
PROJECT NUMBER P05480-2007-000
SHEET 2 of 16
DRAWING G2

CITY OF SHOREVIEW, MN
--FOR REFERENCE ONLY--





March 11, 2016

Tom Wesolowski, P.E.
City Engineer
City of Shoreview
4600 Victoria Street North
Shoreview, MN 55126

**Re: Recommendation for Notice of Award
Shoreview Well No. 6 Raw Water Main Project
City of Shoreview, Minnesota**

Dear Mr. Wesolowski:

Pursuant to authority of the City Council and following proper legal advertisement, the bid opening for the Shoreview Well No. 6 Raw Water Main Project was conducted on Thursday, March 10, 2016 at 10:00 A.M. at the Shoreview City Hall. A total of two (2) sealed bids were received for the project. All bids were completed in accordance with the project specifications and all bids were opened and read aloud.

The project Bid Form consisted of the Base Bid for the Well No. 6 Raw Water Main Project and three alternates.

The project **Base Bid** consists of constructing a raw water transmission main from Well House No. 6 and connecting to an existing 30-inch water transmission main and completing required site modifications at the well house.

Alternate No. 1 consists of installing a fiber optic duct and handholes along the raw water main route.

Alternate No. 2 consists of 220 ft. of open cut trench installation in lieu of 220 ft. of directionally drilled water main near the well house. This alternate did not result in a cost savings and is not recommended.

Alternate No. 3 consists of a unit price for open cut trench installation to be used on an as needed basis during construction.

The attached bid tabulation and bid summary present a comparison of the bids to the Engineer's opinion of probable cost for the project base bid and alternates. Based on a review of the bids received and pending City official's acceptance of the contract price, Advanced Engineering and Environmental Services, Inc. (AE2S) recommends that the City of Shoreview award a construction contract to GM Contracting, Inc., of Lake Crystal, Minnesota. GM Contracting, Inc. was the lowest responsive and responsible bidder for a Base Bid price of \$432,270.95 and for the combined price for the Base Bid plus Alternate 1 of \$492,209.92. Their unit price for Alternate 3 was also the lowest.

Advanced Engineering and Environmental Services, Inc.

6901 East Fish Lake Road Suite 184 • Water Tower Place Business Center • Maple Grove, MN 55369 • (t) 763-463-5036 • (f) 763-463-5037

AE2S truly appreciates the opportunity to continue working with you on this very important project for the City of Shoreview. Should you have any questions or comments please feel free to contact me.

Sincerely,

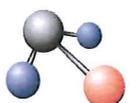
AE2S

Nancy Zeigler P.E.

Nancy Zeigler, P.E.
Project Manager

Attachment

c: file



Well No. 6 Raw Water Main
 Shoreview, MN
 P005480-2007-000
 Detailed Bid Tab

GM Contracting, Inc.		Ellingson Drainage, Inc.	
Unit Price	Extended Price	Unit Price	Extended Price
21,500.00	\$21,500.00	19,500.00	\$19,500.00
86.00	313,900.00	88.00	321,200.00
86.00	2,580.00	100.00	3,000.00
8,413.61	8,413.61	6,400.00	6,400.00
34,035.30	34,035.30	61,000.00	61,000.00
4,392.19	17,568.76	4,500.00	18,000.00
14.77	7,385.00	15.00	7,500.00
3,153.26	6,306.52	5,200.00	10,400.00
500.00	500.00	2,200.00	2,200.00
4,957.82	4,957.82	5,200.00	5,200.00
60.31	12,062.00	68.00	13,600.00
8,748.40	3,061.94	11,500.00	4,025.00
	0.00		0.00
	\$432,270.95		\$472,025.00

<u>No.</u>	<u>Description</u>	<u>Qty.</u>	<u>Unit</u>
1	Mobilization	1	l.s.
2	Directional Drilled Water Main	3,650	lf
3	14-inch SDR 11 HDPE or 12-inch DR 25 FPVC#	30	lf
4	12 inch DIP Piping	1	ls
5	Connect to existing 12 inch Ductile Iron Water Main	1	ls
6	Connect to existing 30 in PCCP Water Transmission Main	4	ea
7	12" Gate Valve & box	500	lbs.
8	Ductile Iron Fillings	2	ea
9	2 inch Air/Flush Blow-off Valves	1	ls
10	Remove Existing 4-inch Drain and Seepage Pit	1	ls
11	New 4-inch Drain and Seepage Pit	200	sy
12	Remove and Replace Bituminous Pavement	0.35	acre
13	Site Restoration		Lot LS
	Lump Sum Add or Deduct		

Total CONTRACT No. 1 - Base Bid

#Pipe Material Selected	DR 25 FPVC	SDR 11 HDPE
Alternate No. 1	\$59,938.97	\$39,000.00
Alternate No. 2	\$1.19	\$0.00
Alternate No. 3	\$86.00/LF	\$88.00/LF

**EXTRACT OF MINUTES OF MEETING OF THE
CITY COUNCIL OF SHOREVIEW, MINNESOTA
HELD MARCH 21, 2016**

* * * * *

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 21, 2016, at 7:00 pm. The following members were present:

;

and the following members were absent:

Member introduced the following resolution and moved its adoption.

RESOLUTION NO. 16-21

ACCEPTING THE LOWEST RESPONSIVE BID
AND AUTHORIZING THE EXECUTION OF A CONTRACT
FOR THE
WELL 6 RAW WATER PIPELINE
CITY PROJECT 16-21

WHEREAS, the City of Shoreview has programmed in the Capital Improvement Program for the Well 6 Raw Water Pipeline, City Project 16-06, and

WHEREAS, pursuant to an advertisement for bids for the improvement of City Project 16-06, bids were received, opened, and tabulated according to law, and the following bids received complying with the advertisement:

<u>Contractor</u>	<u>Base Bid</u>	<u>Alt #1</u>	<u>Alt #2</u>	<u>Alt #3</u>
GM Contracting, Inc.	\$ 432,270.95	\$ 59,938.97	\$ 1.19	\$ 86.00/LF
Ellingson Drainage, Inc.	\$ 472,025.00	\$ 39,000.00	\$ 0.00	\$ 88.00/LF

Engineer's Estimate: \$ 500,000.00

WHEREAS, the City staff is recommending to the City Council to award the base bid of the project to the lowest responsible bidder, GM Contracting, Inc.

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

1. All bids were received as submitted on March 10, 2016.
2. The base bid from GM Contracting, Inc. in the amount of \$ 432,270.95 is hereby accepted and the Mayor and City Manager are hereby authorized and directed to enter into a construction contract for City Project 16-06 with the lowest responsible bidder, GM Contracting, Inc.

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

and the following voted against the same: .

WHEREUPON, said resolution was declared duly passed and adopted this 21st day of March, 2016.

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

I, the undersigned, being the duly qualified and acting Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council held on the 21st day of March, 2016, with the original thereof on file in my office and the same is a full, true and complete transcript therefrom insofar as the same relates to award of contract for City Project 16-06.

WITNESS MY HAND officially as such Manager and the corporate seal of the City of Shoreview, Minnesota, on this 22nd day of March, 2016.

SEAL

Terry Schwerm
City Manager

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

To approve a \$5000 contribution to the Emmet D. Williams Elementary School playground project, consistent with the City's adopted policy.

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

Regular Council Meeting
March 21, 2016

TO: MAYOR AND CITY COUNCIL

**FROM: TERRY SCHWERM
CITY MANAGER**

DATE: MARCH 17, 2016

SUBJECT: REQUEST FOR CONTRIBUTION—EMMET D. WILLIAMS PLAYGROUND

INTRODUCTION

In December, the City received a letter from the Emmet D. Williams Elementary School PTA requesting that the City contribute \$5000 toward the renovation of the playground at their school. The City Council is being asked to review the request and approve a \$5000 contribution consistent with the city's adopted policy.

BACKGROUND

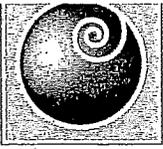
The playground at Emmet D. Williams Elementary School was installed many years ago and the school's PTA has been working on a playground renovation plan for the past several months as outlined in the attached proposal. In December, they sent a letter and renovation proposal requesting that the City of Shoreview commit \$5000 toward the playground renovation in accordance with the City's policy. The school has now raised more than \$40,000 and has requested the City's contribution so the playground project can be completed this summer.

Since the mid-1990's, the City has contributed to playground renovation projects at nearly every public elementary school in the City. In 2001, the City adopted the attached policy that establishes a maximum City contribution of \$5000 toward these projects within a 10-year period. The City's most recent contribution was made to the Turtle Lake School playground in 2013.

The Parks and Recreation Commission reviewed this request from Emmet D. Williams at their January meeting and unanimously recommended that the Council approve the \$5000 request.

RECOMMENDATION

Based on the City's policy, it is recommended that the City Council approve a \$5000 contribution toward the Emmet D. Williams playground renovation project.



Roseville Area Schools

Quality Teaching & Learning for All ...Equity in All We Do

Serving:

*Arden Hills
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Shoreview*

Emmet D. Williams Elementary School
955 County Road D West
Shoreview, MN 55113

December 3, 2015

City of Shoreview and Park & Recreation Commission
Shoreview City Hall
4600 Victoria St N,
Shoreview, MN 55126

Attn: Shoreview City Council and Park and Recreation Commission

The Parent Teacher Association (PTA) at Emmet D. Williams is in the process of updating our intermediate playground. It has been over 10 years since we renovated and improved our playground components. We are seeking the City's funding to support the building of the playground.

Attached you will find our request for funds as outlined in the City's *Policy for considering requests for funding of outdoor playground renovation projects at public school sites in Shoreview*. We hope the City will consider supporting the school through providing the maximum contribution of \$5,000.

Sincerely,

Emmet D. Williams Elementary School PTA

Enclosures: Request for Funding of Outdoor Playground

Emmet D. Williams Elementary • 955 West County Road D • Shoreview, MN 55126

PHONE 651/482-8624 • FAX 651/482-0801 • www.isd623.org/edw

Roseville Area School District 623 is an equal opportunity affirmative action educator and employer, committed to a culturally diverse workforce.

Request for Funding of Outdoor Playground

1. Site Plan

Our plan is to update and add to the dated playground at Emmet D. Williams Elementary School. We have determined our vendor, who has provided us with three different proposals for improvement, which are dependant on how much funds we are able to raise. Our goal is to raise \$80,000.00 for equipment, but we also have proposals for \$60,000.00 and \$ 40,000.00. The new equipment would be an addition to our existing playground equipment.

The PTA is working on recruifing volunteers for assembly and installation of the equipment. The ground preparation will be provided by Safety First Playgrounds, who are contracted by Roseville Area Schools.

2. Budget

Our budget varies depending upon the funds raised, and the proposal the school moves forward with. We have \$15,000 for grounds preparations. Within each proposal, there is an itemized budget corresponding with the proposal costs for the 3 different designs.

Proposal 1	<table style="width: 100%; border: none;"> <tr> <td style="padding: 2px;">Total User Capacity:</td> <td style="text-align: right; padding: 2px;">91</td> </tr> <tr> <td style="padding: 2px;">Total Weight:</td> <td style="text-align: right; padding: 2px;">4,299 lbs.</td> </tr> <tr> <td style="padding: 2px;">With Packaging (+15%):</td> <td style="text-align: right; padding: 2px;">4,944 lbs.</td> </tr> <tr> <td style="padding: 2px;">Total Price:</td> <td style="text-align: right; padding: 2px;">\$38,503</td> </tr> <tr> <td style="padding: 2px;"> Freight:</td> <td style="text-align: right; padding: 2px;">\$1,200</td> </tr> <tr> <td style="padding: 2px;"> Site Preparation:</td> <td style="text-align: right; padding: 2px;">\$1,250</td> </tr> <tr> <td style="padding: 2px;"> Engineered Wood Fiber:</td> <td style="text-align: right; padding: 2px;">\$2,070</td> </tr> <tr> <td style="padding: 2px;"> Supervised Installation:</td> <td style="text-align: right; padding: 2px;">\$1,750</td> </tr> <tr> <td style="padding: 2px;"> Discount:</td> <td style="text-align: right; padding: 2px;"><u>-4,773</u></td> </tr> <tr> <td style="padding: 2px;">TOTAL PROJECT COST:</td> <td style="text-align: right; padding: 2px;">\$40,000</td> </tr> </table>	Total User Capacity:	91	Total Weight:	4,299 lbs.	With Packaging (+15%):	4,944 lbs.	Total Price:	\$38,503	Freight:	\$1,200	Site Preparation:	\$1,250	Engineered Wood Fiber:	\$2,070	Supervised Installation:	\$1,750	Discount:	<u>-4,773</u>	TOTAL PROJECT COST:	\$40,000
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	(continued)																				

Proposal 2	<p style="text-align: right;"> Total User Capacity: 114 Total Weight: 6,408 lbs. With Packaging (+15%): 7,369 lbs. Total Price: \$62,343 Freight: \$1,200 Site Preparation: \$1,250 Engineered Wood Fiber: \$2,811 Supervised Installation: \$1,750 DISCOUNT: <u>-9,354</u> TOTAL PROJECT COST: \$60,000 </p>
Proposal 3	<p style="text-align: right;"> Total User Capacity: 149 Total Weight: 7,975 lbs. With Packaging (+15%): 9,171 lbs. Total Price: \$79,638 Freight: \$1,200 Site Preparation: \$1,650 Engineered Wood Fiber: \$3,450 Supervised Installation: \$1,750 Discount: <u>-7,688</u> TOTAL PROJECT COST: \$80,000 </p>

3. Timeline

Date	Objective
May 2015	Formed a playground committee.
June 2015	<ul style="list-style-type: none"> ● contacted the City of Shoreview through student letters, the City will give up to \$5,000 towards the Playground construction/renovation- see City of Shoreview's policy ● met with Gary Chapman, City of Shoreview's Building and Grounds Superintendent, Gary provided insight into planning and procedures for playgrounds, he also provided 3 playground vendors to contact. ● Came up with vision for playground improvements. ● Met with multiple vendors. ● Developed a rough timeline: <ul style="list-style-type: none"> ○ July: 14th Decide on 3 different components and playground sets to share with vendors.

	<ul style="list-style-type: none"> ○ August 4th: Discuss action needed to be done for picnic and fundraising, ○ August 18th: review vendor's proposals, have the tree bids and determine which vendor we want to move forward with. Share with PTA. ○ Sept: 3 Share the three options back to school picnic ○ May 2nd , End of All fundraising and place order ○ June 2016 Installation (after school is out)
July 2015	Determined criteria for playground. Chose top two vendors based on previous meetings.
August 2015	Heard proposals from top two vendors. Committee held a vote to determine the vendor to move forward with.
September 2015	Back to school picnic. September 21st - Present information to PTA, students on the committee will be helping with this, as well as the committee.
October 2015	<ul style="list-style-type: none"> ● Fundraising subcommittee formed and began meeting to plan fundraisers and search for grants. ● A website was developed: EDWplayground.org ● PTA- voted to channel all funds raised this school year to the playground fund and to use current savings toward the playground. ● School Carnival - as fund raiser
November 2015	<ul style="list-style-type: none"> ● Give to the max fundraiser: \$2,458.29 was raised ● Completed Funding for Playground proposal for the City of Shoreview
January 2016	Change jar collection as fundraiser
February 2016	Read-A-thon fundraiser
May 2016	<ul style="list-style-type: none"> ● End all Fundraising and place equipment order ● Meet with vendor to discuss final plans for playground design
June 2016	<ul style="list-style-type: none"> ● Playground equipment dropped off ● Playground ground prep ● Playground install

Ongoing	<ul style="list-style-type: none">• Continuing to seek grants and corporate donations, as well as school fundraisings.• Recruit volunteers for installation in June.
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4. Project Benefits

Recess is one of the structures that has remained in our elementary schools for more than a hundred years. Recess offers a physical and academic break for our children which allows for a child to exercise and reset their brains for further learning. Recess is also one of the periods in a child's day that blends social, emotional and physical development in a constructive manner.

Our playground is utilized most during recess, but it is also used as a city park, and therefore has a significant benefit to the community. New and updated playground components will inspire movement and active play from our children. These improvements will add value to the neighborhood, making Shoreview a destination for young families.

5. Contact Person

Brian Koland EDW principal
651 724 6326
Brian.Koland@isd623.org

POLICY FOR CONSIDERING REQUESTS FOR FUNDING OF OUTDOOR PLAYGROUND RENOVATION PROJECTS AT PUBLIC SCHOOL SITES IN SHOREVIEW

Statement of Purpose

The purpose of this policy is to establish consistent procedures for consideration of requests for financial participation in the reconstruction or expansion of outdoor playground areas at public school sites in Shoreview.

Background

The City of Shoreview has four public elementary school sites located in the City. Three of the schools (Island Lake, Snail Lake and Turtle Lake) are within the Mounds View School District (ISD 621) and the fourth school (Emmet D. Williams) is in the Roseville School District (ISD 623). Each of these public schools has significant outdoor playground areas that are used by students at the school. The playgrounds are also used by the community during non-school hours and throughout the summer months.

Any improvements or reconstruction of outdoor playground areas at public elementary schools generally are undertaken by the school's parent-teacher organization (PTO). The PTO's are responsible for all of the fundraising and have traditionally contacted the City seeking contributions for playground renovation projects. In the past, the City has been inconsistent in its support of these projects. In some cases, the City has made both financial and in-kind contributions to the project and, in other cases, the City has chosen not to participate in the project. These projects are normally undertaken every 10-15 years.

The City Council and Park and Recreation Commission strongly believe that the public elementary playgrounds are a significant benefit to the community. Further, the City plays an active role in maintaining the athletic fields at all of the elementary school sites for use by youth athletic associations. The outdoor playgrounds serve as complimentary facilities to these athletic fields.

Policy

Any requests for a City contribution to playground renovation projects at public elementary school sites in Shoreview shall be referred to the Park and Recreation Commission. The Park and Recreation Commission shall review the requests and make a recommendation to the Council.

Requests should include:

1. A site plan and description of the project;
2. The budget for the project;

3. A project timetable;
4. Description of the benefit of the project; and
5. Name and phone number of a contact person for the project.

The City of Shoreview will consider a cumulative maximum contribution of \$5,000 for any playground renovation project at a public elementary school in Shoreview. A school may receive no more than \$5,000 during any 10-year period for this purpose. Any contribution will be funded from the City's Park Improvement Fund.



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FunPlaygrounds.com

EMMET D WILLIAMS ELEMENTARY

PROPOSAL: 100-88091-1



**Emmet D Williams Elementary
Emmet D Williams Elementary**

July 28, 2015

Freya Koester
Emmet D Williams Elementary
955 County Road D West
Shoreview, MN 55126

Dear Freya Koester:

St. Croix Recreation Company, Inc. is delighted to provide Emmet D Williams Elementary with this playground equipment proposal.

This design was developed with your specific needs in mind, and we look forward to discussing this project further with you to ensure your complete satisfaction. St. Croix Recreation Company, Inc. is confident that this proposal will satisfy Emmet D Williams Elementary's functional, environmental, and safety requirements - and most importantly, bring joy and excitement to the children and families directly benefiting from your new playground.

You have our personal commitment to support this project and your organization in every manner possible. We look forward to continuing to develop a long-standing relationship with Emmet D Williams Elementary. We appreciate your consideration and value this opportunity to earn your business.

Sincerely,

Mike Basich
St. Croix Recreation Company, Inc.
225 N. Second Street
Stillwater, MN 55082

REINVENTING PLAY™

1-800-266-1250 • www.bciburke.com

Proposal # 100-88091-1

**Emmet D Williams Elementary
St. Croix Recreation Company, Inc.**

