

**CITY OF SHOREVIEW
AGENDA
REGULAR CITY COUNCIL MEETING
DECEMBER 17, 2012
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. November 13, 2012 City Council Canvass Meeting Minutes
2. December 3, 2012 City Council Meeting Minutes
3. Receipt of Committee/Commission Minutes-
 - Park and Recreation Commission, October 25, 2012
 - Economic Development Authority, November 13, 2012
 - Economic Development Commission, November 20, 2012
 - Human Rights Commission, November 28, 2012
 - Bike and Trails Committee Minutes, December 6, 2012

4. Monthly Reports
 - Administration
 - Community Development
 - Finance
 - Public Works
 - Park and Recreation
5. Verified Claims
6. Purchases
7. License Applications
8. Designation of Official Depositories for 2013
9. Certification of Delinquent Utility Accounts
10. Developer Escrow Reduction
11. Change Order #3—Floral Drive/Demar Avenue/County Road F Reconstruction, CP 12-01
12. Comprehensive Sign Plan Amendment—TCF/Color Sign Systems, 3836 Lexington
13. Final Plat—Estates of Heather Ridge, 5618 Heather Ridge Court
14. Receive Feasibility Report and Call for Public Hearing—Red Fox Road Reconstruction, CP 12-04
15. Receive Feasibility Report and Call for Public Hearing—County Road D and Cottage Reconstruction, CP 13-01A and 13-01B
16. Renewal of Services Agreement with Greater Metropolitan Housing Corporation

PUBLIC HEARING

17. Public Hearing—Street Rehabilitation and Reconstruction Plan for Years 2013-2017 and Adopt Plan
18. Public Hearing—Proposed Modification of Municipal Development District No. 2, Establishment of Tax Increment Financing District No. 8 (A Redevelopment District) and Related Adoption of a Tax Increment Financing Plan, and Approval of a Tax Increment Development Agreement – Lakeview Terrace Project (Midland Plaza Development)
19. Public Hearing—Vacation-Final Plat and Final PUD-Lakeview Terrace, 3588 Owasso Street

GENERAL BUSINESS

20. Site and Building Plan Review—Venture Pass Partners, 1041 Red Fox Road

21. Items Related to the Budget and 2013 Tax Levy

A. Amend 2013 Debt Levies

B. Adopt 2013 Tax Levy (City, HRA and EDA)

C. Amend 2013 Budget

D. Amend Capital Improvement Program for 2013 through 2017

E. Employee Wage and Benefit Adjustment

22. Adopt Ordinance Establishing 2013 Utility Rates

STAFF AND CONSULTANT REPORTS AND RECOMMENDATIONS

SPECIAL ORDER OF BUSINESS

ADJOURNMENT

**CITY OF SHOREVIEW
MINUTES
REGULAR CITY COUNCIL MEETING
December 3, 2012**

CALL TO ORDER

Mayor Martin called the regular meeting of the Shoreview City Council to order at 7:00 p.m. on December 3, 2012.

PLEDGE OF ALLEGIANCE

The meeting opened with the Pledge of Allegiance.

ROLL CALL

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

APPROVAL OF AGENDA

MOTION: by Councilmember Wickstrom, seconded by Councilmember Huffman to approve the December 3, 2012 agenda as submitted.

VOTE: Ayes - 5 Nays - 0

PROCLAMATIONS AND RECOGNITIONS

There were none.

CITIZEN COMMENTS

Ms. Kathy Ramundt, Roseville, Representative of the North Suburban Senior Council and Vital Aging Network, stated that the organization has developed a program called EVOLVE, sponsored by the Roseville Housing Redevelopment Authority, Roseville Area Senior Program and the North Suburban Senior Council. EVOLVE is planning an 8-day community leadership course every other Friday, beginning in February through the end of May. She encouraged seniors in Shoreview to register and take advantage of this program. The website is www.vital-aging-network.org.

Mayor Martin stated that any information could be provided on the City website.

COUNCIL COMMENTS

Mayor Martin:

Saturday, December 8th is the Shoreview Northern Lights Variety Band concert at Bethel Great Hall, Bethel University, at 7:00 p.m. Tickets are available at City Hall or at the door for a small increase in price.

The Government Finance Officers Association has announced that Jeanne Haapala, Finance Director and Fred Espe, Assistant Finance Director have received the certificate of excellence in financial reporting. This award has been received by Ms. Haapala for more than 20 consecutive years.

Community Center memberships make great gifts. Pickleball is now offered in the gym on Wednesday and Friday mornings from 8:00 to 11:00 a.m. A pass is needed to participate.

Councilmember Wickstrom:

Twelve soldiers serving in the Middle East were welcomed home yesterday at the Readiness Center in Arden Hills.

Every second Monday there will be "Build A Burger" fundraiser at the White Bear Lake VFW from 5:00 to 8:00 p.m. The cost is \$5.00 plus \$1 for each add-on ingredient to your burger.

The Environmental Quality Committee (EQC) is planning speakers for upcoming seminars in 2013. The program will begin Wednesday, January 16, 2013. The first program is on recycling.

Councilmember Withhart:

Thursday, December 6, the Shoreview Foundation will hold its annual fundraising dinner. He is pleased to announce that the event is sold out. Dan Brooks, son of the legendary hockey coach Herb Brooks, will be the speaker.

On December 17, 2012, at 6:00 p.m., there will be a reception for Councilmember Blake Huffman who is leaving the City Council to take up his new position as Ramsey County Commissioner. Everyone is welcome.

CONSENT AGENDA

MOTION: by Councilmember Withhart, seconded by Councilmember Wickstrom to approve the Consent Agenda, for December 3, 2012, and all relevant resolutions for all item Nos. 1 through 8:

1. November 13, 2012 City Council Workshop Minutes
2. November 19, 2012 City Council Meeting Minutes

Councilmember Wickstrom noted that the City takes the issue of youth access to alcohol very seriously and does regular compliance checks. The representative from Trader Joe's stated that the company also takes the issue seriously and has rigorous training programs for employees. The company will review and comply with any additional requirements by the City.

MOTION: by Councilmember Quigley, seconded by Councilmember Withhart to approve the application for an off-sale liquor license for Trader Joe's, located at 1041 Red Fox Road, Shoreview, Minnesota subject to submittal of the following items:

- Floor Plan
- Liquor Liability Insurance Certificate
- Worker's Compensation Insurance Certificate
- Executed Copy of Lease

ROLL CALL: Ayes: Huffman, Quigley, Wickstrom, Withhart, Martin
Nays: None

BUDGET HEARING - REVIEW OF 2013 BUDGET AND TAX LEVY

Mayor Martin noted that Mr. Steve Baker, Ramsey County Assessor and Mr. Pete Fredrickson, Residential Assessor, were present to help answer questions.

Presentation by Finance Director Jeanne Haapala

It was noted that budget information booklets are posted on the City's website. The original biennial budget, Capital Improvement Program (CIP) and Five-Year Operating Plan are all at the Ramsey County Library and posted on the City's website. The 2013 budget amendments will be posted in January.

A number of objectives govern the City's budget process:

- Balanced General Fund budget with revenue equal to expenses and maintain appropriate fund balances in accordance with City policies
- Maintain existing services and programs
- Fund infrastructure replacement, which is identified for the long-term to insure that costs are projected in advance
- Continue 5-year financial planning, which is prepared every two years to adequately plan for anticipated costs and adequate revenue is planned
- Meet debt obligations
- Maintain AAA bond rating
- Protect parks, lakes and open space
- Amend second year of biennial budget
- Amend Capital Improvement Program

Residential property is a large portion of the City's tax base. It is important to maintain the quality of that property. A further objective of the budget is to position the City to address future challenges and opportunities by: 1) maintaining and revitalizing neighborhoods, 2) encouraging business expansion and reinvestment, 3) assisting redevelopment opportunities, and 4) utilizing technology to improve services and communications.

The 2013 levy is \$77,000 less than was planned with the original biennial budget. The tax levy is increasing 3.4%. In 2012, the tax levy went down due to a vacancy in a department director position that is still vacant. Annualized, the tax levy is an increase of approximately 1.5% over two years.

Taxable values continue to decline, over 6.5 %. When the tax levies increase and taxable values decrease, the tax rate is impacted. It is the tax rate that is used to calculate property taxes. The City's tax rate has increased 11% from 2012 to 2013.

Ramsey County gained a larger share of fiscal disparities distribution in the metropolitan area, which impacted the County's levy; and helped to keep overall property tax increases lower.

City Manager Schwerm discussed items that are impacting the tax levy in 2013. One major cost increase is public safety. The consolidated dispatch center costs for Ramsey County are increasing faster than inflation because of implementation of a new cost-sharing formula. The dispatch center is also purchasing a new computerized aided dispatch system, and those added costs will be shared among contracting cities.

The City contracts with the Ramsey County Sheriff's Department for public services. In 2013, a new deputy will be added. Shifts are running short which means more deputies are working overtime. The largest cost increase from the Fire Department is the implementation of the Duty Crew program over a period of seven years. Eventually, stations will be staffed 24/7. In 2013, hours from 7:00 a.m. to 10:00 p.m. will be covered every day. Firefighters are trained EMTs and are also responding to medical calls when there are duty crews scheduled.

Two primary funds are used to replace infrastructure. One is the Street Renewal Fund that is used for many of the street projects identified in the CIP. The Fixed Asset Revolving Fund pays for all other asset replacement projects outside streets and utilities, which could be anything from roof replacements to trails to computer systems. Each of the two funds has a \$50,000 increase in 2013. The street renewal fund allows the City to have a policy whereby residents are not assessed twice for street projects. The City has adopted a Comprehensive Infrastructure Replacement program which projects replacement costs out 50 years.

The debt service is increasing \$27,000. In 2013, a \$2.5 million street rehabilitation bond is planned. Debt service levies are structured to have a minimal impact on the tax levies. This was accomplished by the Council setting aside \$378,064 of the General Fund surplus in 2010 and \$311,728 in 2011; and the timing of the debit service payments.

The Economic Development Authority (EDA) and Housing Redevelopment Authority (HRA) are each increasing their levies by \$5,000. Capital improvements account for \$10,000 of the increase. The total levy increase in 2013 is \$319,481.

The City's total operating budget is over \$23 million. The City utility funds are approximately 24% of the operating budget; public works, 32%; parks, 23%; public safety, 12%; and general government and debt are 10% each; depreciation is 8%; community development is 3% and the central garage is 2%.

Park and recreation is high because of the Community Center. Most Community Center operations are supported by user fees. The City contributes approximately \$230,000 in tax dollars toward support of the Community Center.

The largest shares of operating revenue come from utility charges, 33.9%; property taxes, 31.6% and charges for services, 24.6%. The tax levy is approximately \$7 million, but the City's total operating budget is \$23 million.

Certain efficiency strategies are used by the City:

- Contracting for fire and police protection, which is a tremendous savings. To maintain the City's own Police Department would increase public safety costs two to three times their current level.
- Use of correctional crews allows the City to get work done at minimal cost that otherwise would have to be hired out or provided by increased staffing levels.
- There is a department director vacancy that is being handled by other City staff.
- The City has no contingency fund.
- The City uses long-term preventative maintenance strategies on streets.
- Some street renewal projects have been delayed due to fund balances, but it is anticipated that all City streets will have been rebuilt by 2020.
- The staff wage adjustment in 2013 is 2%, which is comparable to other metropolitan cities. This increase follows a number of years when only a 1% increase was adopted.
- The City maintains a high deductible health insurance plan, which has resulted in a savings of hundreds of thousands of dollars to both the City and employees.

Impact to Residential Property

In 2013, most home values are decreasing. Only 51 homes will have value increase over 5%; 10% have increases up to 5%; 12% will remain at the same value as 2012; and 77% will decrease in value. In 2013, the median value home in Shoreview will decrease 6.7% to \$205,000, after market value exclusion (HMVE). The tax system does not relate to how value is changed. In Minnesota, market value to total value is used to distribute property tax burden. To understand how taxes increase or decrease, it is important to understand taxable value. Each property valued at \$205,000 in the same taxing jurisdiction will pay the same tax. However, in a different jurisdiction where property values are higher or lower, taxes will be higher or lower.

Approximately 22% of the total property tax bill in Shoreview goes to the City, if all the preliminary tax levies are adopted. The total tax bill on a median valued home is estimated at \$3,418 of which Shoreview would receive \$758.

Shoreview compares itself to 28 other cities in the metro area closest in population. In 2012, Shoreview ranked fifth lowest in taxes on a median value home of \$235,700. Shoreview's taxes are 24% below the average of \$961. In looking at total taxes from all jurisdictions, Shoreview ranks 4.2% above the average of \$3,303.

Mr. Schwerm informed residents in southern Shoreview who used to be in the boundary of the Grass Lake Watershed Management Organization (GLWMO), are now part of the Ramsey-Washington Metro Watershed District. The cities of Shoreview and Roseville took action to dissolve the GLWMO organization during 2012. The reason for this action is that it was becoming more and more difficult for GLWMO to take on the costs of state mandated projects. Also, GLWMO's authority in the budget process would have been binding on the City. If GLWMO decided to raise their budget significantly, the City would have had no recourse but to pay its share. It was decided that it would be better for GLWMO to merge into Ramsey-Washington. Residents will now see on their tax forms a line that says, "Other," which is primarily the levy of the watershed district.

Mayor Martin opened the public hearing.

Mr. Jason Brooks, 275 Long Lake Court, stated that because of hours cut in his job he is facing his first year of struggling to pay the bills. The City portion of his tax is going up 11%, which is totally unsustainable. When the service stays the same, and incomes are going down, an 11% increase is reckless. He would ask that the Council not increase the levy by this amount.

Mr. Tom Nouis, 5587 Turtle Lake Road, expressed his concern on utility rates and the General Fund that continue to increase. Over the last 11 years, his taxes have increased 6.4% per year on average. This is above the City increases. Over the last six years, his street light bill has increased 13.3% a year on average; surface water fees 9.35% a year over the last seven years; and water availability 13.6% a year. A balance needs to be found. These increases are not sustainable.

Mr. Steve Anderson, 3198 W. Owasso Blvd., stated that he was impressed that the Council is spending a lot of time making an affordable budget. His property is in the 5% increase category, but his taxes increased 17% in Shoreview. He has paid taxes in five different cities in Minnesota, but in the last three years his taxes in Shoreview have increased 37%. His property is one of the 979 that increased in value by 5%. But he is in the 3.8% of households with taxes up over 10%. The math does not add up, and the amounts are not sustainable.

Mr. Paul Olson, 517 Mound Avenue, stated that he is disappointed with the way GLWMO was handled. There was no meeting or notification. He is paying more for the watershed district than for the Metropolitan Council. The Met Council at least has a meeting. There is no meeting for the watershed district. He also asked if the "Other" includes the Rice Creek Watershed District, which would mean he is paying for both.

MOTION: by Councilmember Quigley, seconded by Councilmember Wickstrom to close the public hearing at 8:17 p.m.

VOTE: Ayes - 5 Nays - 0

Ramsey County Assessor Steve Baker stated that he has been the County Assessor with Ramsey County for 12 years. Over the last five years residential properties in Ramsey County have been reduced in value over \$8 billion. The total reduction to the county per capita is over \$20,000 in five years. He believes that finally more values will start to go up during the 2013 assessment. It is anticipated that there will be aggregate increase in residential value. A property value that increases when the majority of properties are decreasing shifts higher taxes to the higher valued property. The classification system in Minnesota puts a higher burden of tax on multi-family units and commercial properties. This year values tended upward, and those taxes have dramatically increased.

The reason tax increases would be higher than the increase in market value is a result of market value exclusion. A portion of market value is excluded for tax purposes on homes valued less than \$413,000. Tax rates increase because of the reduction in value. Tax rates are computed by dividing tax levies by the total taxable value for the taxing jurisdiction. There is much discussion at the state level on changing this formula. The three major sources of income for the state are income tax, sales tax and property tax. Property tax used to be the lowest but now is the highest. Tax income needs to be recalibrated.

Mayor Martin asked **Mr. Baker** to describe the process used for assessment. **Mr. Baker** explained that each residential property is inspected every five years, but each property is revalued every year using a mass appraisal computer system. Sales are analyzed and compared to unsold properties. Land values can also have an impact. For any question, residents should call in March when the assessed value is sent out. There is an appeal board if property owners do not agree with the assessed value.

Councilmember Huffman asked the gap between the appraisal value and sale value of a house. **Mr. Baker** stated that he expects appraisals are within 3% to 5% of market value.

Councilmember Wickstrom asked **Mr. Baker** to explain the state law that property taxes cannot go up higher than 12% without a refund to the taxpayer. **Mr. Baker** stated that the program is still in place. Refunds can be filed. It is formula based on need. The second part of the formula is that if taxes increase above 12%, property owners are entitled to a refund of 60% above the 12% up to a maximum of \$1,000. The state has targeted revenue for this program to provide relief for those who need it.

Councilmember Wickstrom asked the impact of a short sale on neighborhood property values. **Mr. Baker** responded that short sales have more of a global impact. Short sales sell 15% under a traditional sale. They do help to give people confidence. Short sales or foreclosures are not used in comparisons of market sales. As the market is stabilizing, there is a decrease in foreclosures and short sales.

Councilmember Wickstrom explained that properties throughout the entire City were paying in taxes for the work of GLWMO, which means that residents in the northern part of the City, within the Rice Creek Watershed District, have been helping to subsidize GLWMO. With the merger to Ramsey-Washington Metropolitan Watershed District, that is not happening, although there is a big tax increase this first year.

Councilmember Withhart stated that there would have been a large watershed tax increase with or without the merger because of mandates being put on watershed districts from the federal and state government.

Mr. Schwerm noted that a hearing must be held by the watershed district, but notices are not sent out. Notices are published. The Ramsey-Washington has a higher tax rate than Rice Creek. The large increase in the watershed tax should be a one-year phenomenon. He would anticipate increases more in line with inflation in future years.

Mr. Schwerm further acknowledged that City utility rates have increased significantly. This is because both the water and sewer funds have been losing money. A major shift was done last year with a new tier rate added to the water fund to address the rate structure. This new tier appears to be the structured rate change that was needed to provide a more consistent revenue base for the water fund. The sewer rate depends on what the City is charged by the Metropolitan Council for sewage treatment. The sewer rate is a reimbursement of that charge. Surface water funds have increased dramatically because of watershed district regulation increases. A goal for the street light fund is to have a sufficient balance to be able to replace lights as they go out.

Mayor Martin stated that Shoreview is fifth lowest in the metropolitan area. A sincere effort is being made to maintain services and keep taxes as low as possible.

Action on the budget will be taken at the December 17th meeting. Mr. Baker agreed to be available for individual questions.

ADJOURNMENT

MOTION: by Councilmember Huffman, seconded by Councilmember Quigley to adjourn the meeting at 8:55 p.m.

VOTE: Ayes - 5 Nays - 0

Mayor Martin declared the meeting adjourned.

THESE MINUTES APPROVED BY COUNCIL ON THE __ DAY OF _____ 2012.

Terry C. Schwerm
City Manager

DRAFT
PARKS & RECREATION COMMISSION
MINUTES
OCTOBER 25, 2012

CALL TO ORDER

Members Present: Pat Sager, Athrea Hedrick, Linda Larson, Desaree Crane, Carol Jauch, Kent Peterson, Catherine Jo Healy

Members Absent: Charlie Oltman, Megan Frye

Others Present: City Manager Terry Schwerm, General Manager Michelle Majkozak, Rental Coordinator Barb Burke

ROLL CALL

The meeting was called to order at 8:05 p.m.

APPROVAL OF SEPTEMBER 27, 2012 MINUTES

Larson moved, seconded by Crane, approval of the September 27, 2012 Parks & Recreation Commission minutes. Motion was adopted 7-0

DISCUSSION REGARDING SILVERSNEAKERS PROGRAM

Majkozak and Schwerm reviewed the current SilverSneakers program with the Commission. Schwerm noted that although membership in the program was nearly 400 people, only about 75 of the individuals are considered active members who use the Community Center more than 5 times per month. Recently, SilverSneakers signed up UCare Minnesota insurance and beginning in 2013, all current UCare insurance members would be required to be part of the SilverSneakers program, rather than the health insurance rebate program. Based on usage trends of current SilverSneakers members, staff estimates that the Community Center could lose as much as \$20,000 per year in membership revenue due to this conversion of UCare to the SilverSneakers program.

After discussing this program with representatives of HealthWays (who operate SilverSneakers) and UCare, staff determined that in future years it would be likely that additional insurance programs would be converted to SilverSneakers and that they may expand their program to other membership categories under a program called "Prime". Currently, HealthWays allows the City to opt out of the "Prime" program, however when asked they indicated that this may change in the future. If this occurs, staff is very worried that the financial impact could be hundreds of thousands of dollars to membership revenue.

Based on these concerns, staff is planning to discontinue the City's participation in the SilverSneakers program effective January 1, 2013. Majkozak indicated that we would be continuing several designated SilverSneakers fitness classes that were included in the free SilverSneaker membership. These classes would now be available as part of the senior membership category.

Staff responded to several questions from Commission members about the program. After some discussion, the Commission indicated that they support the decision to discontinue the SilverSneakers program.

STAFF REPORTS

Schwerm said that now that the City has Pickleball courts outside at two parks, staff is now exploring the possibility of putting Pickleball lines in gym and would offer this activity at set times during the winter months. Schwerm felt that this would also help our senior population with their fitness goals. Schwerm said that we cannot put 2 Pickleball courts in the half of the gym. Peterson asked if we are planning on eliminating basketball. Schwerm said there would be basketball available, but on a more limited basis during designated Pickleball hours.

Schwerm said that the Active Life Fair will be held in November.

Peterson said that Lesley Young, Farmer's Market Manager has suggested that the Farmer's Market use the back half of the lower level parking lot plus the pavilion area for the 2013 market. Schwerm felt that this was a good alternative that is worth exploring. The parking issues were discussed and why moving the market back to the upper lot would make some sense.

COMMISSION REPORTS

Crane said that she thought her term was up at the end of the year. Schwerm said that he would send information to those who terms were expiring.

Peterson said that the Commission doesn't meet officially again until January. Schwerm said that the Commission usually gets together in December for a social meeting. The November meeting has been cancelled since it falls on Thanksgiving.

ADJOURNMENT

Crane moved, Healy seconded to adjourn at 9:01 p.m.

**SHOREVIEW ECONOMIC DEVELOPMENT AUTHORITY
MEETING MINUTES
November 13, 2012**

CALL TO ORDER

President Huffman called the meeting to order on November 13, 2012, at 5:00 p.m.

ROLL CALL

The following members were present: Blake Huffman, Emy Johnson, Gene Marsh, Terry Quigley, and Ben Withhart.

Also Present:

Tom Simonson, Assistant City Manager/Community Development Director
Kirstin Barsness, Barsness Consulting Services

APPROVAL OF AGENDA

MOTION: by Quigley, seconded by Marsh, to approve the November 13, 2012 agenda as submitted.

VOTE: Ayes – 5 Nays – 0

APPROVAL OF MINUTES

MOTION: by Marsh, seconded by Johnson, to approve the October 8, 2012 meeting minutes, as submitted.

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

Board Member Withhart abstained, as he did not attend the October 8th meeting.

FINANCES AND BUDGET

Monthly Financial Report/Approval of Claims and Purchases

Simonson summarized the claims submitted for payment and reported no fund issues.

MOTION: by Quigley, seconded by Marsh. to accept the EDA Financial Reports and approve the following payment of claims and purchases:

1. Community Reinvestment Fund \$66.00 (Fund 307)
(11 Loans - Monthly Service Fees - Date Paid: 10/26/12)

- | | | | |
|----|---|----------|------------|
| 2. | Deanne Allen (EDA Minutes 9/10/12)
(Date Paid: 10/01/12) | \$200.00 | (Fund 240) |
| 3. | Bradley & Deike, PA (Legal)
(Date Paid: 10/01/12) | \$221.00 | (Fund 241) |

VOTE: Ayes - 5 Nays - 0

GENERAL BUSINESS

Midland Terrace Redevelopment - Lakeview Terrace Apartments Project Revised and Updated Draft Tax Increment Development Agreement

Simonson reported that the project is now ready to move forward, as the land issue has been resolved with Freddie Mac that is required to be part of the project. A revised development agreement has been prepared. The final PUD will be presented to the City Council and a public hearing will be held on the TIF Plan both at the December 17th meeting. These approvals will allow the strip mall plaza to be torn down by the end of the year so full taxes don't have to be paid by the property owner next year.

Financing has not changed but continues to be a combination of a TIF contribution from the City and a loan from TIF District No. 1, which the developer will repay through \$1 million in assessments. The City's portion of the costs will be for the public road improvements. The City and developer are in agreement on all major components of the financing plan. As yet, a minimum assessment on the value of the building project has not been done. However, the developer will guarantee an amount. If for some reason the building project is not done, the developer has agreed to provide a \$1.6 million letter of credit that will be enforced to cover a large share of the public improvements. If the project is not done, the Metropolitan Council grant would also be lost, which is why the letter of credit amount is higher than the proposed assessment amount.

Ms. Barsness stated that the developer has requested prepayment on the assessment amount, which is a deviation from City policy. The City has agreed to prepayment in whole as long as City penalties and interest at 0.5% are covered with the prepayment. The agreement also allows for the building to be assigned to a third party at a future date. The City wants to be sure that whoever the property is assigned to would assume all obligations under the Development Agreement, TIF Agreement, as well as management of the property.

Simonson noted that there is a provision for the developer to terminate the project if the project goes out for bid, the cost of public improvements are 10% or higher than estimated cost. There is agreement that the developer will pay half of the costs of engineering services already, if there is no project. The most significant risk to the City would be if the new road is built and then the developer pulls out of the project. The City is protected as much as possible. These agreements will not jeopardize the City's credit rating or street fund.

The developer has asked for funding from the City for lake water quality improvements. The City's response is that there are no additional funds available but the road improvements will benefit the lake quality and the City has programmed the removal of a direct discharge on the other side of the lake in 2015. There also may be grant opportunities for this work through the Rice Creek Watershed District.

MOTION: by Quigley, seconded by Marsh, to recommend to the City Council the adoption of the Tax Increment Financing Plan for the establishment of TIF District No. 8 (a Redevelopment District) and approval of the TIF Development Agreement for financing assistance in support of the Midland Plaza Redevelopment - Lakeview Terrace Apartments project.

VOTE: Ayes - 5 Nays - 0

2nd Amendment to Tax Increment Financing Development Agreement Phase II - Red Fox Road Retail Project (Venture Pass Partners, LLC)

Simonson stated that there three proposed amendments associated with the Phase II retail development on Lot 1 of the project:

1. Change the name of the development entity to Venture Pass Partners, LLC, the company which will be responsible for Phase II. This company split from a developer partner that developed the Phase I retail center. Previous executed agreements will still be the responsibility of DPS-Shoreview, LLC. Conditions specific to Phase II will now be with Venture Pass Partners, LLC.
2. The previous TIF Development Agreement required the City to reimburse the developer up to \$700,000 for Phase II upon completion. This stipulation is under the temporary authority granted to the City through special legislation, and these funds must be expended by the end of this year. As Phase II will not be complete until 2013, the terms will be revised for the City to provide the funds when the developer closes on financing for Phase II. An executed lease agreement with the preferred anchor must also be executed.
3. The 1st Amendment to the TIF Development Agreement increased Phase II assistance from the City from \$500,000 to \$700,000 with the developer securing a \$200,000 reduction on the purchase price from the property owner, City and County Employee Credit Union. The 2nd Amendment now acknowledges that the developer was only able to secure a reduction in the amount of \$150,000. This change does not increase the City's level of participation beyond what was previously agreed.

The preferred anchor has been guaranteed signage space on the corner of Lexington and Red Fox Road. The developer is finalizing negotiations for a signage easement with TCF Bank.

When the PUD for this project was approved, a master sign plan was also approved. With the split occurring among the developer partners there have been some questions raised on whether the anchor of Lot 1 will have access to the joint signage along the I-694 frontage. The developer

is seeking assurance from the City that a second monument sign will be allowed for the preferred anchor if necessary. This is critical to a deal being reached with the desired preferred anchor tenant. The 2nd Amendment includes such a stipulation providing City approval of a separate freeway monument for the anchor.

Board members were very pleased to hear the progress with securing the preferred anchor and the beginning of work on Phase II.

MOTION: by Withhart, seconded by Johnson to recommend to the City Council approval of the 2nd Amendment to the TIF Development Agreement for the Phase II retail development with Venture Pass Partners, LLC, subject to the terms and conditions described in said agreement.

VOTE: Ayes - 5 Nays - 0

Shoreview Home Energy Loan Improvement Loan Program Discussion

Simonson said that the EDA had asked for some discussion on the current status of the home energy loan program. Maps were provided to Board members showing which properties qualify for the Shoreview Home Energy Loan Improvement Program. The Board discussed the fact that the loan is restrictive in that it is limited to energy related items. Some applicants are looking for funds for other renovation. The interest rate is not a factor because for those who stay in their homes 10 years beyond taking out the loan, the interest is reimbursed.

Huffman stated that the question is whether the program should be revised, or should the City use the funds for something else. Realtors could be contacted to find out what is needed for the program to be used more often. One of the huge benefits is there is no strict income requirement for this loan.

Marsh stated that he would like to see items like siding, roofs and other non-energy related exterior projects be made eligible for this loan program. If the program can be expanded, he believes the City would see an increase of applications for such loans.

Johnson agreed and stated that an aesthetic look and curb appeal are important. If a property is not presentable, there are public safety issues and detriments to the neighborhood. She suggested contacting recipients to find out how they learned about the program and what drew their interest.

Withhart stated that he would support expanding this program and would support no income limits. Property owners of older homes may have purchased the big items--furnaces, new windows--but may need new wiring or updated plumbing to bring the home up to code. Those are also big ticket items. He would see expanding the program to be in line with the goal to improve housing stock in Shoreview. Simonson said that there must be at least a modest level of income restrictions as the program is funded through tax increment dollars and must meet the rules.

It was the consensus of the Board to continue this discussion at future meetings.

Development Updates

Sinclair Redevelopment/TCF Bank Project

Simonson reported that the Sinclair Redevelopment was qualified to use the remaining TIF funds from TIF District No. 5, but the road project will not be until next year, and the TIF funds must be spent by the end of this year. Staff is looking into whether the preferred anchor, Phase II of the Red Fox Retail Center project, can take more TIF dollars at this time and then be assessed for reimbursement.

Westinghouse PaR Nuclear

Westinghouse PaR Nuclear appears ready to plan its expansion and staff will be meeting with them to discuss later this month.

Economic Development Commission (EDC)

The EDC will hold a special meeting next Tuesday morning at Cummins Power Generation. All Board members are invited to attend.

ADJOURNMENT

MOTION: by Marsh, seconded by Johnson, to adjourn the meeting at 5:55 p.m.

VOTE: Ayes - 5 Nays - 0

SHOREVIEW ECONOMIC DEVELOPMENT COMMISSION

Meeting Minutes

Tuesday, November 20, 2012

Location: Cummins

ROLL CALL

Vice Chair Sue Denkinger called the meeting to order at 7:30 a.m. with the following members present: Jim Gardner, Jeff Washburn, Dave Kroona, Josh Wing, Dave Lukowitz, Gene Marsh and Jonathan Weinhagen. Commissioner Ben Stephens was excused.

Mayor Sandy Martin, Councilmember Ady Wickstrom, Councilmember Terry Quigley, Councilmember Blake Huffman, Economic Development Authority Commissioner Emy Johnson, City Manager Terry Schwerm, Assistant City Manager/Community Development Director Tom Simonson, Assistant to City Manager Tessia Melvin, Communications Coordinator, Cheryl Anderson, Planning Intern, Niki Hill, were also in attendance.

ACCEPTANCE OF AGENDA

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

Vote: 8 AYES 0 NAYS

APPROVAL OF MINUTES

Commissioner Washburn, seconded by Commissioner Weinhagen, moved to approve the minutes of October 23, 2012, as written.

Vote: 8 AYES 0 NAYS

GENERAL BUSINESS

Simonson reminded the Commission, Councilmembers and guests that the City will host a holiday season Business Exchange social for the local business community on Thursday, December 13, at the Hilton Garden Inn from 5-7 p.m. Melvin has sent out invitations to businesses, and the event will feature Lion Precision as the spotlight business. Lion Precision recently was honored with a national community service award by the National Association of Manufacturers for their volunteer work in the Twin Cities.

PROJECT AND DEVELOPMENT UPDATES

Simonson provided a brief update on development projects.

Red Fox Road Retail. Construction work on the phase one retail center project is essentially completed with some finishing landscaping work remaining. Five Guys Burgers is finishing their tenant improvements and should be opening within the next two weeks.

Simonson added that City Engineers will be going to Council to discuss the Red Fox Road improvements. Road construction will begin in 2013 Spring.

Sinclair Redevelopment/TCF Bank. Construction of the new TCF Bank branch at the former Sinclair gas station site at Lexington Avenue and Red Fox Road is moving along at a rapid pace. TCF hopes to have the new bank open by the end of January.

PaR Systems. PaR Systems, Inc., located at 707 and 655 County Road E, has completed footings and is now working on the foundation for the construction of a new 36,000 square foot facility (with potential expansion of 48,000 square feet). PaR Systems is on a very aggressive construction schedule with the goal of moving equipment and employees into the new building by March, 2013.

TSI Incorporated. TSI, Incorporated, located at 500 Cardigan Road, is also moving quickly on their building expansion to their corporate headquarters and manufacturing facility. TSI has a set target date of completion by May, 2013.

Midland Plaza Redevelopment/Lakeview Terrace Apartments. The City was informed by the property owner of Midland Plaza and Midland Terrace Apartments, Tycon Management Company, that they have reached an agreement with Freddie Mac on resolving the valuation issue on the release of land necessary to move ahead with the Lakeview Terrace apartment project.

Simonson also reported that he has a meeting with PaR Nuclear on November 28 next week to discuss financial assistance for their new construction.

Simonson reported that the Children's Hospital property will not be developed by a school, but that Children's Hospital is still continuing to look for possible interest.

Commissioner Wing asked the question where the permit fee monies go if there a surplus. Schwerm commented that each year the City Council designates any General Fund surplus. Last year the Council designated the surplus to be used for debt services, which allowed the City to only increase its levy by \$26,000.

Simonson asked the Commission if they would like to have a holiday social. The Commission was in agreement to host a social before the new year.

ADJOURNMENT

Commissioner Washburn, seconded by Commissioner Weinhalten, moved to adjourn the meeting at 8 a.m.

Vote: 8 AYES 0 NAYS

The regular business meeting was concluded and a business visit with Cummins was held to discuss their company and tour the facility.

**HUMAN RIGHTS COMMISSION
MEETING MINUTES
November 28, 2012**

CALL TO ORDER

Commissioner Minton called the meeting to order at 7 p.m. with the following members present: Richard Bokovoy, Elaine Carnahan, Julie Williams, Sam Abdullai, Mark Frey, Mark Hodkinson, Cory Springhorn and Nancy Hite. The following member was absent: Kamilyn Choi(excused). Also present was Tessia Melvin, Assistant to the City Manager/Communications.

APPROVAL OF MINUTES

Commissioner William moved to accept the October 24 minutes with minor changes, seconded by Commissioner Bokovoy.

Vote: 9 AYES 0 NAYS

COMMUNITY FOR ALL AGES EVENT

Minton reported that the event by Ecumen was well done. Melvin added that the group defined an age-friendly community as the following three characteristics:

1. Opportunity for all to live to their fullest potential
2. Feeling welcomed and valued
3. Housing, built environment and services to accommodate all ages

The two most important issues identified by the group were transportation and volunteering. Melvin added that Stacy Becker, the organizer, created a memo for the HRC with possible topics for an upcoming community dialogue that included:

1. Housing: What housing should the City provide for seniors. It is an emotional issue at many levels. For seniors, the choice of whether to stay in their homes or move can be a heart-breaking decision.
2. What role does intergenerational renewal play in Shoreview? If we build too much senior housing, who will live in it after the baby boomers? How important is it to maintain the quality of the housing stock, and will seniors have the resources to do so?
3. Isolation: Isolation robs people of the opportunity and feeling of value. It has also been shown to impair health and reduce longevity.

Commissioner Carnahan added that senior isolation is an issue that is important. Commissioner Hodkinson added that an intergenerational gap seemed to be noted in the Ecumen and it combines several issues and goes across several generations.

Much discussion was had by the Commissioners on the need to connected generations within Shoreview.

Commissioner Williams added that the senior population is really categorized into two groups 55-70 and above 70.

With no consensus on the dialogue topic, Commission Abudullai suggested that the group come back in December and choose from one of three categories:

1. Bullying the disabled
2. Intergenerational Communication
3. Discrimination of Women in the Workplace

UPCOMING EVENTS

Melvin reminded the Commission of their upcoming meeting on Wednesday, December 19. In addition, Melvin reported that she is currently reaching out to schools about the poster contest. She suggested that HRC members begin to think about prizes. Commissioner Hite suggested that if there are not enough prizes, the City use their money to buy art supplies instead of gift cards.

OTHER BUSINESSES

Commissioners Hodkinson brought up the topic of inviting a one of the private High Schools to provide a student as a member. The Commission agreed that they wanted to limit the involvement to Irondale and Mounds View.

ADJOURN

There being no further business, Commissioner Frey moved to adjourn their regular meeting at 8:30 p.m., seconded by Commissioner Bokovoy.

Motion was adopted unanimously.

SHOREVIEW BIKEWAYS & TRAILS COMMITTEE

Meeting Minutes

December 6, 2012

1. CALL TO ORDER

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

2. ROLL CALL

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

Members Absent: Jay Thacker, Bill Atkins

Guests: Josh Bolzer – U of M Student

City Staff: Charlie Grill

3. APPROVAL OF AGENDA

The agenda was approved.

4. APPROVAL OF MEETING MINUTES

The minutes of the September 6, 2012 meeting were reviewed and approved by consensus of the Committee.

5. COMMITTEE DISCUSSION ITEMS

The meeting began by introducing Josh Bolzer. Josh is a transportation engineer student at the U of M and wanted to sit in on the committee meeting as part of class research. Charlie then reviewed the public works monthly report. Charlie highlighted that the red hydrant bags were now on hydrants around the city and that crews have been trimming trees on trails and clearing brush.

The committee then discussed construction plans for the Rice Street and 694 bridge construction. Jay Martin visited the construction meeting and inquired about bike access across the bridge. He mentioned that one of the plans had a separate bridge to the east for pedestrian traffic because the current plan for construction on the bridge did not allow for safe crossing for pedestrians. This pedestrian bridge would detour pedestrian traffic but would give a safe and private way to cross the 694 area. This option was supported by the majority of the committee. The committee also discussed the possibility of having a four foot shoulder across the bridge that would allow enough room for bike commuters to safely cross the bridge. The committee as a whole did agree that pedestrians need to have a safe crossing in the Rice Street area and that this must be considered a priority as construction plans continue to grow.

The committee also discussed the use of street markings for bikes. Minneapolis was used as an example; however, there were questions of whether these type of markings would function well on roads such as Lexington Ave. It was explained that these types of traffic markings would have to be introduced by Ramsey County and that the City currently does not have any plans to incorporate this type of signage on any City streets at this time.

Mark Stange did bring up concerns regarding the winter trail maintenance program regarding the plowing of trails between Gramsie Road and Highway 96. Ramsey County has chosen to plow these trails instead of grooming for cross country skiing. Mark explained that while understanding the trade off, he would like to see some type of trail for skiers that connects 96 to Gramsie Road.

The committee also created their 2012 Trail Priority List. This contains all the trails the committee would like to see established as part of future projects. The attached map contains the detailed locations of these trails.

6. ADJOURNMENT

The meeting was adjourned at 8:05 PM.

Memorandum

To: Mayor and City Council Members
City Manager

From: Tom Simonson
Assistant City Manager and Community Development Director

Date: December 14, 2012

Re: Monthly Report
- Administration Department
- Community Development Department

Development Project Updates

Red Fox Road Retail. The phase one retail center is complete with the following tenants now open: Chipotle, Five Guys Burgers and Leeann Chin restaurants, Sport Clips hair salon, and Massage Retreat Spa.



The developer of phase two, Venture Pass Partners, LLC, is getting closer to final execution of a lease agreement for a Trader Joe's specialty market to anchor the development. The phase two Trader Joe's project will be reviewed by the Planning Commission at their December 13th meeting and forwarded to the City Council on December 17th. The developer would like to begin construction of the anchor store this winter so they can deliver the building by next summer. Trader Joe's received approval of an off-sale liquor license by the City Council on December 3rd.

City engineering staff is working on the plans for upgrades to Red Fox Road, anticipated to be started next spring with a goal of completion by July, 2013 (in advance of the Trader Joe's opening). The road project will include replacement of sewer and water utilities, upgrades to the storm sewer system, a median near the intersection and addition of turn lanes. City staff has been working with all of the businesses and property owners in the project area, including Target Corporation.

Sinclair Redevelopment/TCF Bank. Construction of the new TCF Bank branch at the former Sinclair gas station site at Lexington Avenue and Red Fox Road is moving along at a rapid pace. Building framing and roof structure, along with curb/paving work is complete, landscaping installed, and brick and exterior finishes are being done. TCF hopes to have the new bank open by the end of January.



PaR Systems. The contractor for PaR Systems, Inc., located at 707 and 655 County Road E, has completed footings and now pouring concrete foundation for the construction of the new 36,000 square foot facility (with potential expansion to 48,000 square feet) on the vacant land east of their corporate offices on their Shoreview campus. The City provided tax increment financing assistance in support of the expansion necessary to meet their continued growth needs. Structural work will soon be underway including installation of tilt up wall panels in order to complete the building shell before the winter.

PaR Systems is on a very aggressive construction schedule with the goal of moving equipment and employees into the new building by March, 2013. PaR Systems is in need of additional manufacturing space to meet continued growth projections, including a recent contract for providing robotic cranes to assist with the on-going clean-up of the Fukushima nuclear power plant in Japan.



TSI Incorporated. TSI, Incorporated, located at 500 Cardigan Road, is also moving rapidly on their building expansion to their corporate headquarters and manufacturing facility in Shoreview. The City provided tax increment financing to assist with this expansion project, which will ultimately add up to 180 new jobs in the community.



Paving work on the additional parking is nearly complete and the installation of the building shell is being done on the 58,000 square feet addition to their existing facility. TSI has set a target date of completion by June, 2013.

Midland Plaza Redevelopment/Lakeview Terrace Apartments. The City was recently informed by the property owner of Midland Plaza and Midland Terrace Apartments, Tycon Management Company, that they have reached an agreement with Freddie Mac on resolving the valuation issue on the release of land necessary to move ahead with the Lakeview Terrace apartment project. Ownership indicates that the project is now a "go", and the developer/property owner will now move forward with final approval of necessary agreements for the tax increment financing and final stage planned unit development, final plat, and street vacation.

The Economic Development Authority reviewed the revised and updated tax increment financing development agreement at their November 13th meeting and unanimously voted to recommend to the City Council approval of the financial assistance for the public improvements. A public hearing is scheduled for December 17th meeting of the City Council in consideration of creating a new tax increment district. The Council will also consider the final development approvals.

If final approvals are granted, the City will proceed with executing agreements, final plans and specifications, and public bidding of the complicated road realignment project with the goal of beginning the construction next year. The apartment construction would follow the road project once a building site is established with the realignment of Owasso Street.

The City Council approved a resolution earlier this month certifying that the vacant Midland Plaza building is blighted and an agreement that allows for the property owner to proceed with the

demolition of the strip center prior to the end of the year. A demolition permit has been issued by the City.

Housing and Code Enforcement Activity

Rental Licensing. To date, a record 512 General Dwelling Unit (GDU) licenses and all seven Multi-Family Dwelling Unit (MFU) licenses have been issued. Approximately 100 new rental license applications were received in 2012.

The 2012 inspections continue and will be completed this month, with a total of about 256 GDU and 420 MFU units inspected this year by the Housing and Code Enforcement Officer. All MFU inspections have been conducted for 2012.

City I.T. staff developed a new in-house rental licensing software program to help streamline the licensing process and record keeping. Property owners are now able to apply for rental licenses online. This new system is in place for the 2013 license renewal period, with over 50 applications submitted so far online. We are hoping that more applicants will take advantage of the online option as awareness of this option is publicized.

The newly opened Shoreview Senior Living will require a rental license and future inspections as a multi-family complex.

Code Enforcement. There have been 3 new code enforcement cases opened in the past month. The table on the following page summarizes the status of code enforcement activity:

Year	Total Cases	Cases Open	Cases Closed
2011	200	8	192
2012	162	39	123

Citation Issued – There are no current citations pending court action.

Garbage/Clutter Houses – City and Lake Johanna Fire Department staff will continue to follow-up with two homeowners who were previously notified of property maintenance, housing and fire code violations in 2011. These homeowners have been making progress at bringing the property into further compliance with City Ordinances and Fire Code. Pursuant to agreements with these homeowners to avoid litigation, the City and Lake Johanna Fire Department staff has the authority to conduct follow-up inspections to ensure compliance.

SHINE Program. The fall *SHINE* inspections were conducted in the Shoreview Oaks and Ponds neighborhoods in the northeast section of the city, south of Sherwood Road and adjacent to Turtle Lake Road. A total of 307 properties were inspected, and overall the neighborhoods were found to be well maintained although there are several properties requiring follow-up action for violations. Properties with housing maintenance related issues will be given until next spring to take corrective action.

Met Council Housing Performance Results. The City was informed by the Metropolitan Council of our preliminary housing performance score for 2012. The score is determined by both information provided to the Metropolitan Council and by data they collect from other sources on various criteria relating to achievement of housing goals. Shoreview received our highest score to date in this annual report, and fares very well in comparison to other Ramsey County communities. Below are the preliminary scores of area communities for both 2012 and 2011:

City	Preliminary	Final Score
	2012	2011
Arden Hills	46	35
Falcon Heights	51	53
Little Canada	41	23
Maplewood	62	70
Mounds View	44	53
New Brighton	70	58
North St. Paul	46	32
Roseville	83	81
Shoreview	69	65
Vadnais Heights	27	60
White Bear Lake	66	66

Miscellaneous

- The City hosted a holiday season *Shoreview Business Exchange* social for the local business community on December 13th from 5 to 7 p.m. at the Hilton Garden Inn. The networking event also featured Lion Precision as the “spotlight business”. Lion Precision recently was honored with a national community service award by the National Association of Manufacturers for their volunteer work in the Twin Cities area. The event was well attended with 18 Shoreview businesses represented.
- City Council, Economic Development Authority, and Economic Development Commission members have had several opportunities to visit local businesses the past two months including:
 - An open house presentation and tour of **Lion Precision** in celebration of Manufacturer’s Week in Minnesota in mid-October. Lion was featured at the Shoreview Business Exchange in December and will also be recognized in the upcoming ShoreViews newsletter next month.
 - A visit to **Mead Metals** including a discussion with their company president and tour of the facility at 555 Cardigan Road. Mead Metals has begun to explore expansion options.
 - Toured the new world headquarters for **Cummins Power Generation** at 3850 Victoria Street (former Medtronic building). Cummins has moved their corporate offices to Shoreview while maintaining their manufacturing facility in Fridley. Cummins is a multi-billion dollar company doing global business and has approximately 600 employees in Shoreview.
- Staff met recently with PaR Nuclear-Westinghouse representatives to discuss their interest in pursuing an expansion of their facilities at 899 Highway 96. PaR Nuclear is experiencing significant growth and have exhausted their current space. A representative from the new regional economic development organization Greater MSP also attended the meeting. The expansion could involve property acquisition, and both the City and Greater MSP have offered to explore financing options and potential economic development grants that could assist with the project. PaR Nuclear indicates that they have received preliminary budget approval from

their parent company Westinghouse and they have an immediate need to hire 60 additional employees.

- Shoreview Senior Living mixed-care facility opened this past weekend. The project on Hodgson Road and Cumberland Street still has some landscaping work to be completed, but residents began their move-in last Saturday. The mixed-senior housing complex includes independent living, assisting living and memory care units. The owner reports leasing have gone very well especially considering they have not had completed units to show. An open house is planned for later this month.



- Attached is the monthly report on building permit activity from the Building Official through November, 2012. The City has seen a significant increase in building activity as compared to a year ago, approaching \$30 million in construction valuation. This increase in investment is driven by the commercial developments including the expansions at PaR Systems and TSI, Incorporated, the TCF Bank facility, and the retail center on Red Fox Road.
- Also attached is the monthly report from the Housing Resource Center (HRC) on the housing services provided to Shoreview residents through November, 2012.
- In late November, department staff posted vacant and/or foreclosed properties for water shutoff. Of the 57 properties inspected, 20 were posted for shutoff and 5 property owners submitted waiver requests to keep the water on.
- The next issue of the ShoreViews city newsletter includes a story on the City's business retention program efforts and the recent new developments and major expansions of several top businesses. Accompanying the main article is a feature on Shoreview-based Lion Precision.

CITY OF SHOREVIEW
BUILDING INSPECTOR MONTHLY REPORT
COMPARISON OF YEAR 2012 WITH 2011

	NOVEMBER 2012		TO DATE 2012		NOVEMBER 2011		TO DATE 2011	
	PERMITS	VALUATION	PERMITS	VALUATION	PERMITS	VALUATION	PERMITS	VALUATION
DWELLINGS	1	\$210,000	13	\$3,700,000	2	\$690,000	11	\$3,889,000
TOWNHOMES			0	\$0			0	\$0
ADDITIONS	3	\$31,000	43	\$1,514,925	6	\$456,000	25	\$1,532,500
GARAGES			1	\$19,000	1	\$14,000	6	\$77,500
MISCELLANEOUS	33	\$113,017	719	\$4,266,379	41	\$305,080	801	\$4,952,970
APARTMENTS			1	\$7,482,000			0	\$0
OFFICES			0	\$0			0	\$0
RETAIL			1	\$1,310,000			0	\$0
INDUSTRIAL/WAREHOUSE			1	\$2,400,000			0	\$0
PUBLIC BUILDINGS			0	\$0			0	\$0
COMMERCIAL ADDITIONS			1	\$2,438,000			0	\$0
COMMERCIAL ALTER	6	\$31,300	58	\$6,502,196	8	\$407,290	48	\$9,940,248
TOTAL	43	\$385,317	838	\$29,632,500	58	\$1,872,370	891	\$20,392,218

CC: CITY MANAGER
DIR. COMMUNITY DEV
MAYOR

Housing Resource Center - NorthMetro City of Shoreview Monthly Status Report July 1, 2001 - November 30, 2012

	July- Dec '01	Jan- Dec '02	Jan- Dec '03	Jan- Dec '04	Jan- Dec '05	Jan- Dec '06	Jan- Dec '07	Jan- Dec '08	Jan- Dec '09	Jan- Dec '10	Jan- Dec '11	Jan- Dec '12	Jan- Dec '12	Jan- Dec '12	Feb- '12	Mar- '12	Apr- '12	May- '12	Jun- '12	Jul- '12	Aug- '12	Sep- '12	Oct- '12	Nov- '12	Dec- '12	Yr-to- Date	TOTAL
Number of Calls	43	208	589	168	170	240	275	171	130	271	141	2	5	10	8	19	11	10	10	10	10	11	8	4	0	98	2,504
MHFA Fix Up Fund/Rehab/Rental																											
Loan Applications Rec'd	0	6	1	8	6	6	5	3	3	5	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	1	44
Loans Closed	0	5	1	5	3	0	3	2	1	5	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1	26
Shoreview Home Energy Loan																											
Loan Applications Rec'd																											12
Loans Closed																											10
Ramsey County Deferred Loan																											
Loan Applications Rec'd	0	0	3	3	2	0	2	3	1	5	1	0	0	0	0	1	0	0	0	0	0	1	0	0	0	2	22
Loans Closed	0	0	2	0	0	1	1	1	1	2	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	13
Construction Consultation Report																											
Consultation Phone or Walk-in	5	37	14	57	69	72	123	108	71	108	65	2	5	2	3	4	3	5	4	6	4	6	4	2	0	40	769
Site Visits	0	25	31	51	31	58	88	67	43	78	47	2	3	3	2	3	1	4	3	3	2	1	0	0	27	546	
Scopes & Inspections	5	31	57	8	0	2	2	2	3	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	113
TOTAL SERVICES PROVIDED	53	312	698	300	281	379	499	357	253	488	267	6	14	16	14	27	15	19	18	21	14	8	0	172	4,059		

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

TO: Terry Schwerm, City Manager

FROM: Jeanne A. Haapala, Finance Director 

DATE: December 12, 2012

RE: Monthly Finance Report

TAX COLLECTIONS

The table below provides a summary of 2012 property tax collections, followed by a summary of tax increment (TIF) collections. Shoreview's tax collection rate remains very strong at 97.6% of current year levies (before the final delinquent settlement received in January). Delinquent collections are shown as a negative due to property tax refunds issued by Ramsey County during the year.

Fund Description	2012 Tax Collections						Adopted Levy *	Percent Collected	
	Current	Delinquent	Excess TIF	Mobile Home	Fiscal Disparity	Total Collections		Current	Total
General	\$ 5,748,367	\$ (45,100)	\$ 8,277	\$ 3,785	\$ 566,608	\$ 6,281,937	\$ 6,467,060	97.6%	97.1%
EDA	48,888	(125)	-	26	4,819	53,608	55,000	97.6%	97.5%
HRA	63,110	(434)	-	21	5,222	67,919	70,000	97.6%	97.0%
2004 CIB Bonds	127,108	(1,039)	-	85	12,529	138,682	143,000	97.6%	97.0%
2006 Street Bonds	206,218	(1,652)	-	137	20,327	225,029	232,000	97.6%	97.0%
1995 Impr Bonds	-	(414)	-	10	-	(404)	-		
2001 Impr Bonds	-	(464)	-	11	-	(454)	-		
2002 Impr Bonds	50,689	(204)	-	29	4,996	55,509	57,026	97.6%	97.3%
2006 Impr Bonds	8,889	(50)	-	5	876	9,720	10,000	97.6%	97.2%
Street Renewal	711,095	(5,230)	-	460	70,092	776,417	800,000	97.6%	97.1%
GFA Revolving	1,066,642	(8,097)	-	696	105,137	1,164,379	1,200,000	97.6%	97.0%
Capital Impr	97,776	(695)	-	63	9,638	106,781	110,000	97.6%	97.1%
Central Garage	191,996	(489)	-	103	18,925	210,534	216,000	97.6%	97.5%
Total City	\$ 8,320,776	\$ (63,992)	\$ 8,277	\$ 5,429	\$ 819,168	\$ 9,089,658	\$ 9,360,086	97.6%	97.1%

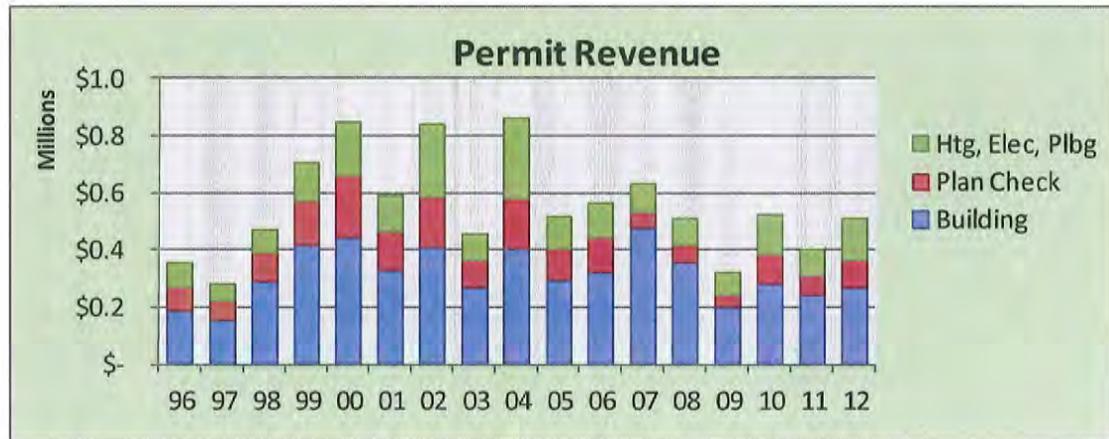
2012 TIF Collections			
	Total TIF Collections	Expected Collections	Percent Collected
TIF #1-Non-Deluxe	\$ 594,513	\$ 627,521	94.7%
TIF #1-Deluxe	456,842	456,842	100.0%
TIF #2-City Center	493,445	493,453	100.0%
TIF #4-Scandia Shores	100,185	100,186	100.0%
TIF #5-Shvw Mall	230,743	230,742	100.0%
TIF #6-Gateway	104,323	104,311	100.0%
Total TIF Revenue	\$ 1,980,051	\$ 2,013,055	98.4%

The overall collection rate for tax increment receipts is 98.4%, and is 100% for 4 of the 5 TIF districts. Collections are slightly lower for the non-Deluxe portion of TIF District #1.

PERMIT REVENUE

The table below provides a summary of permit revenues through November of 2012 in comparison to revenue received through November in four previous years. Total permit revenue to date in 2012 is \$251,158 higher than budget allowances.

	2008	2009	2010	2011	2012
Revenue Received					
Building permits	\$ 335,790	\$ 190,892	\$ 269,671	\$226,559	\$265,584
Plan check	48,464	40,162	100,123	60,838	99,146
Heating/electric/plumbing	90,222	79,661	94,412	91,650	144,428
Total Revenue	\$ 474,476	\$ 310,715	\$ 464,206	\$379,047	\$509,158
Percent of budget allowance	152.1%	100.9%	185.7%	157.3%	197.3%
Budget allowance:					
Building permits	\$ 180,000	\$ 185,000	\$ 150,000	\$149,000	\$150,000
Plan check	50,000	50,000	40,000	35,000	45,000
Heating/electric/plumbing	82,000	73,000	60,000	57,000	63,000
Total Budget	\$ 312,000	\$ 308,000	\$ 250,000	\$241,000	\$258,000



MONTHLY REPORT

Attached is the monthly report for November. Because property tax revenue for the second half of 2012 was received in December, property tax revenue on this report does not agree to the property tax summary on the previous page (because the table on the previous page includes December collections).

General Fund
For Year 2012 Through The Month Of November

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Property Taxes	6,467,060	3,241,865	3,225,195	50.13	52.28
Licenses & Permits	292,750	482,141	-189,391	164.69	138.11
Intergovernmental	183,002	175,226	7,776	95.75	95.20
Charges for Services	1,164,450	1,174,289	-9,839	100.84	92.00
Fines & Forfeits	62,000	30,437	31,563	49.09	53.05
Interest Earnings	45,000		45,000		
Miscellaneous	35,160	48,248	-13,088	137.22	137.10
TOTAL REVENUES	8,249,422	5,152,205	3,097,217	62.46	61.72
EXPENDITURES					
General Government					
Administration	537,154	476,136	61,018	88.64	87.08
Communications	171,288	124,521	46,767	72.70	78.50
Council & commiss	140,231	137,821	2,410	98.28	87.91
Elections	34,453	28,425	6,028	82.50	96.22
Finance/accounting	541,508	479,032	62,476	88.46	85.94
Human Resources	248,382	197,926	50,456	79.69	79.91
Information systems	312,594	271,594	41,000	86.88	82.87
Legal	100,000	76,848	23,152	76.85	60.22
Total General Government	2,085,610	1,792,303	293,307	85.94	83.23
Public Safety					
Emergency services	7,333	5,499	1,834	74.99	148.24
Fire	854,900	861,352	-6,452	100.75	99.94
Police	1,858,994	1,661,031	197,963	89.35	88.89
Total Public Safety	2,721,227	2,527,882	193,345	92.89	92.44
Public Works					
Forestry/nursery	75,596	70,090	5,506	92.72	43.68
Pub Works Adm/Engin	433,056	389,242	43,814	89.88	88.37
Streets	769,973	685,170	84,803	88.99	91.90
Trail mgmt	121,384	107,328	14,056	88.42	68.51
Total Public Works	1,400,009	1,251,830	148,179	89.42	85.98
Parks and Recreation					
Municipal buildings	126,119	121,803	4,316	96.58	95.48
Park Maintenance	1,117,133	1,030,229	86,904	92.22	91.97
Park/Recreation Adm	345,201	305,622	39,579	88.53	89.42
Total Parks and Recreation	1,588,453	1,457,654	130,799	91.77	91.54
Community Develop					
Building Inspection	151,486	156,391	-4,905	103.24	89.95
Planning/zoning adm	382,837	311,218	71,619	81.29	82.30
Total Community Develop	534,323	467,609	66,714	87.51	84.46

General Fund
For Year 2012 Through The Month Of November

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
TOTAL EXPENDITURES	8,329,622	7,497,278	832,344	90.01	88.43
OTHER					
Transfers In	481,000	471,750	9,250	98.08	97.32
Transfers Out	-400,800	-381,250	-19,550	95.12	96.05
TOTAL OTHER	80,200	90,500	-10,300	112.84	109.65
Net change in fund equity		-2,254,573	2,293,673		
Fund equity, beginning		3,976,412			
Fund equity, ending		1,721,839			
Less invested in capital assets					
Net available fund equity		1,721,839			

Recycling
For Year 2012 Through The Month Of November

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Intergovernmental	69,000	59,666	9,334	86.47	118.07
Charges for Services	451,300	238,813	212,487	52.92	57.26
TOTAL REVENUES	520,300	298,479	221,821	57.37	65.13
EXPENDITURES					
Public Works					
Recycling	489,474	397,006	92,468	81.11	89.52
Total Public Works	489,474	397,006	92,468	81.11	89.52
TOTAL EXPENDITURES	489,474	397,006	92,468	81.11	89.52
Net change in fund equity	30,826	-98,527	129,353		
Fund equity, beginning		114,960			
Fund equity, ending		16,433			
Less invested in capital assets					
Net available fund equity		16,433			

STD Self Insurance
For Year 2012 Through The Month Of November

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Charges for Services	7,500	6,972	528	92.96	91.03
Interest Earnings	600		600		
TOTAL REVENUES	8,100	6,972	1,128	86.07	80.32
EXPENDITURES					
Miscellaneous					
Short-term Disab	8,000	8,415	-415	105.19	151.26
Total Miscellaneous	8,000	8,415	-415	105.19	151.26
TOTAL EXPENDITURES	8,000	8,415	-415	105.19	151.26
Net change in fund equity	100	-1,443	1,543		
Fund equity, beginning		41,503			
Fund equity, ending		40,060			
Less invested in capital assets					
Net available fund equity		40,060			

Community Center
For Year 2012 Through The Month Of November

	Budget	Actual	Variance	Percent YTD This Yr Last Yr	
REVENUES					
Charges for Services	2,269,985	1,996,310	273,675	87.94	90.53
Interest Earnings	8,000		8,000		
Miscellaneous		35	-35		
TOTAL REVENUES	2,277,985	1,996,345	281,640	87.64	90.04
EXPENDITURES					
Parks and Recreation					
Community center	2,445,989	2,175,508	270,481	88.94	87.30
Total Parks and Recreation	2,445,989	2,175,508	270,481	88.94	87.30
Capital Outlay					
Community center	12,930		12,930		
Total Capital Outlay	12,930		12,930		
TOTAL EXPENDITURES	2,458,919	2,175,508	283,411	88.47	87.30
OTHER					
Transfers In	300,000	275,000	25,000	91.67	91.67
TOTAL OTHER	300,000	275,000	25,000	91.67	91.67
Net change in fund equity	119,066	95,837	23,229		
Fund equity, beginning		828,287			
Fund equity, ending		924,124			
Less invested in capital assets					
Net available fund equity		924,124			

Recreation Programs
For Year 2012 Through The Month Of November

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Charges for Services	1,277,740	1,232,278	45,462	96.44	96.72
Interest Earnings	4,600		4,600		
Miscellaneous		723	-723		
TOTAL REVENUES	1,282,340	1,233,000	49,340	96.15	96.33
EXPENDITURES					
Parks and Recreation					
Adult & youth sports	109,238	93,601	15,637	85.69	90.99
Aquatics	129,694	128,900	794	99.39	87.02
Community programs	99,102	88,358	10,744	89.16	65.97
Drop-in Child Care	67,409	55,427	11,982	82.23	107.72
Fitness Programs	198,987	179,610	19,377	90.26	91.27
Park/Recreation Adm	331,258	284,986	46,272	86.03	74.48
Preschool Programs	73,656	72,570	1,086	98.53	86.19
Summer Discovery	167,245	175,433	-8,188	104.90	98.88
Youth/Teen	70,213	61,013	9,200	86.90	83.97
Total Parks and Recreation	1,246,802	1,139,898	106,904	91.43	85.22
TOTAL EXPENDITURES	1,246,802	1,139,898	106,904	91.43	85.22
OTHER					
Transfers In	65,000	65,000		100.00	100.00
Transfers Out	-75,000	-68,750	-6,250	91.67	91.67
TOTAL OTHER	-10,000	-3,750	-6,250	37.50	-16.67
Net change in fund equity	25,538	89,352	-51,314		
Fund equity, beginning		545,206			
Fund equity, ending		634,558			
Less invested in capital assets					
Net available fund equity		634,558			

Cable Television
For Year 2012 Through The Month Of November

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Charges for Services	280,000	224,933	55,067	80.33	79.44
Interest Earnings	1,800		1,800		
Miscellaneous	1,200	1,100	100	91.67	55.00
TOTAL REVENUES	283,000	226,033	56,967	79.87	78.40
EXPENDITURES					
General Government					
Cable television	165,095	137,285	27,810	83.16	91.03
Total General Government	165,095	137,285	27,810	83.16	91.03
TOTAL EXPENDITURES	165,095	137,285	27,810	83.16	91.03
OTHER					
Transfers Out	-121,950	-101,750	-20,200	83.44	78.91
TOTAL OTHER	-121,950	-101,750	-20,200	83.44	78.91
Net change in fund equity	-4,045	-13,003	49,358		
Fund equity, beginning		215,665			
Fund equity, ending		202,662			
Less invested in capital assets					
Net available fund equity		202,662			

Econ Devel Auth/EDA
For Year 2012 Through The Month Of November

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Property Taxes	55,000	27,686	27,314	50.34	52.67
TOTAL REVENUES	55,000	27,686	27,314	50.34	52.67
EXPENDITURES					
Community Develop					
Econ Development-HRA	49,783	41,621	8,162	83.60	81.78
Total Community Develop	49,783	41,621	8,162	83.60	81.78
TOTAL EXPENDITURES	49,783	41,621	8,162	83.60	81.78
Net change in fund equity	5,217	-13,935	19,152		
Fund equity, beginning		185,524			
Fund equity, ending		171,589			
Less invested in capital assets					
Net available fund equity		171,589			

HRA Programs of EDA
For Year 2012 Through The Month Of November

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Property Taxes	70,000	35,071	34,929	50.10	50.92
TOTAL REVENUES	70,000	35,071	34,929	50.10	50.92
EXPENDITURES					
Community Develop					
Housing Programs-HRA	53,726	40,585	13,142	75.54	85.09
Total Community Develop	53,726	40,585	13,142	75.54	85.09
TOTAL EXPENDITURES	53,726	40,585	13,142	75.54	85.09
Net change in fund equity	16,274	-5,513	21,787		
Fund equity, beginning		35,700			
Fund equity, ending		30,187			
Less invested in capital assets					
Net available fund equity		30,187			

Liability Claims
For Year 2012 Through The Month Of November

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Interest Earnings	2,200		2,200		
Miscellaneous	20,000	10,115	9,885	50.57	22.93
TOTAL REVENUES	22,200	10,115	12,085	45.56	20.12
EXPENDITURES					
Miscellaneous					
Insurance Claims	32,000	34,124	-2,124	106.64	89.97
Total Miscellaneous	32,000	34,124	-2,124	106.64	89.97
TOTAL EXPENDITURES	32,000	34,124	-2,124	106.64	89.97
Net change in fund equity	-9,800	-24,010	14,210		
Fund equity, beginning		192,054			
Fund equity, ending		168,044			
Less invested in capital assets					
Net available fund equity		168,044			

Slice SV Event
For Year 2012 Through The Month Of November

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Charges for Services	22,000	23,720	-1,720	107.82	124.09
Miscellaneous	25,000	38,896	-13,896	155.59	157.64
TOTAL REVENUES	47,000	62,616	-15,616	133.23	142.39
EXPENDITURES					
General Government					
Slice of Shoreview	57,200	62,251	-5,051	108.83	112.78
Total General Government	57,200	62,251	-5,051	108.83	112.78
TOTAL EXPENDITURES	57,200	62,251	-5,051	108.83	112.78
OTHER					
Transfers In	10,000	10,000		100.00	100.00
TOTAL OTHER	10,000	10,000		100.00	100.00
Net change in fund equity	-200	10,366	-10,566		
Fund equity, beginning		52,558			
Fund equity, ending		62,924			
Less invested in capital assets					
Net available fund equity		62,924			

Water Fund
For Year 2012 Through The Month Of November

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Special Assessments		948	-948		
Intergovernmental	13,200	16,774	-3,574	127.08	
Utility Charges	2,464,000	2,589,470	-125,470	105.09	82.77
Late fees		38,198	-38,198		
Water meters	2,800	11,399	-8,599	407.12	172.62
Other prop charges	2,000	13,069	-11,069	653.43	140.50
Interest Earnings	55,000	37	54,963	.07	
TOTAL REVENUES	2,537,000	2,669,896	-132,896	105.24	82.71
EXPENDITURES					
Proprietary					
Water Operations	1,455,461	1,310,541	144,920	90.04	87.02
Total Proprietary	1,455,461	1,310,541	144,920	90.04	87.02
TOTAL EXPENDITURES	1,455,461	1,310,541	144,920	90.04	87.02
OTHER					
Contributed Assets		2,005	-2,005		
Depreciation	-630,000	-577,500	-52,500	91.67	91.67
Transfers Out	-240,000	-175,000	-65,000	72.92	98.34
GO Revenue Bonds	-184,287	-189,555	5,268	102.86	101.70
TOTAL OTHER	-1,054,287	-940,050	-114,237	89.16	95.03
Net change in fund equity	27,252	419,305	-167,589		
Fund equity, beginning		12,445,554			
Fund equity, ending		12,864,859			
Less invested in capital assets		9,427,325			
Net available fund equity		3,437,534			

Sewer Fund
For Year 2012 Through The Month Of November

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Special Assessments		328	-328		
Intergovernmental	10,515	10,577	-62	100.59	
Charges for Services	200	1,325	-1,125	662.32	78.05
Utility Charges	3,500,000	3,125,856	374,144	89.31	87.63
Late fees		66,582	-66,582		
Facility/area chgs	4,000	4,238	-238	105.94	134.09
Other prop charges	2,500	7,350	-4,850	294.00	553.88
Interest Earnings	25,000	30	24,970	.12	
TOTAL REVENUES	3,542,215	3,216,285	325,930	90.80	89.15
EXPENDITURES					
Proprietary					
Sewer Operations	2,942,296	2,828,735	113,561	96.14	95.41
Total Proprietary	2,942,296	2,828,735	113,561	96.14	95.41
TOTAL EXPENDITURES	2,942,296	2,828,735	113,561	96.14	95.41
OTHER					
Contributed Assets		1,068	-1,068		
Depreciation	-300,000	-275,000	-25,000	91.67	91.67
Transfers Out	-188,000	-123,000	-65,000	65.43	98.01
GO Revenue Bonds	-72,843	-73,832	989	101.36	101.37
TOTAL OTHER	-560,843	-470,764	-90,079	83.94	94.95
Net change in fund equity	39,076	-83,215	300,312		
Fund equity, beginning		7,284,108			
Fund equity, ending		7,200,893			
Less invested in capital assets		4,725,848			
Net available fund equity		2,475,045			

Surface Water Mgmt
For Year 2012 Through The Month Of November

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Special Assessments		65	-65		
Intergovernmental	3,815	3,837	-22	100.57	
Utility Charges	1,056,000	932,934	123,066	88.35	88.17
Late fees		15,943	-15,943		
Lake Impr Dist chgs	48,462	28,947	19,515	59.73	115.70
Other prop charges	5,000	9,454	-4,454	189.08	135.20
Interest Earnings	24,000	11	23,989	.05	
TOTAL REVENUES	1,137,277	991,191	146,086	87.15	89.28
EXPENDITURES					
Proprietary					
Snail Lake Aug.	33,367	14,082	19,285	42.20	18.26
Surface Water Oper	726,866	628,829	98,037	86.51	98.32
Total Proprietary	760,233	642,911	117,322	84.57	94.52
TOTAL EXPENDITURES	760,233	642,911	117,322	84.57	94.52
OTHER					
Contributed Assets		20,231	-20,231		
Depreciation	-218,000	-199,826	-18,174	91.66	91.67
Transfers Out	-107,000	-60,000	-47,000	56.07	100.00
GO Revenue Bonds	-85,602	-86,382	780	100.91	97.84
TOTAL OTHER	-410,602	-325,977	-84,625	79.39	95.13
Net change in fund equity	-33,558	22,303	72,928		
Fund equity, beginning		7,384,772			
Fund equity, ending		7,407,075			
Less invested in capital assets		6,135,855			
Net available fund equity		1,271,220			

Street Light Utility
For Year 2012 Through The Month Of November

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Special Assessments		30	-30		
Utility Charges	456,000	403,329	52,671	88.45	88.85
Late fees		7,121	-7,121		
Interest Earnings	2,500		2,500		
Miscellaneous	500		500		
TOTAL REVENUES	459,000	410,479	48,521	89.43	89.70
EXPENDITURES					
Proprietary					
Street lighting	251,740	201,463	50,277	80.03	102.81
Total Proprietary	251,740	201,463	50,277	80.03	102.81
Capital Outlay					
Street lighting		136,453	-136,453		
Total Capital Outlay		136,453	-136,453		
Capital Outlay					
Capital Projects		6,643	-6,643		
Total Capital Outlay		6,643	-6,643		
TOTAL EXPENDITURES	251,740	344,558	-92,818	136.87	128.87
OTHER					
Depreciation	-40,000	-36,663	-3,337	91.66	91.67
Transfers Out	-15,600	-12,000	-3,600	76.92	100.00
TOTAL OTHER	-55,600	-48,663	-6,937	87.52	93.46
Net change in fund equity	151,660	17,258	148,276		
Fund equity, beginning		749,937			
Fund equity, ending		767,195			
Less invested in capital assets		432,561			
Net available fund equity		334,634			

Central Garage Fund
For Year 2012 Through The Month Of November

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Property Taxes	216,000	108,732	107,268	50.34	52.67
Intergovernmental	120,715	90,031	30,684	74.58	
Cent Garage chgs	1,137,680	1,138,548	-868	100.08	98.70
Interest Earnings	22,000	225	21,775	1.02	
TOTAL REVENUES	1,496,395	1,337,536	158,859	89.38	103.58
EXPENDITURES					
Proprietary					
Central Garage Oper	576,564	489,851	86,713	84.96	83.34
Total Proprietary	576,564	489,851	86,713	84.96	83.34
Miscellaneous					
Other Expenses	8,000		8,000		
Total Miscellaneous	8,000		8,000		
Capital Outlay					
Central Garage Oper		469,651	-469,651		
Total Capital Outlay		469,651	-469,651		
TOTAL EXPENDITURES	584,564	959,501	-374,937	164.14	135.30
OTHER					
Sale of Asset	20,000	39,081	-19,081	195.41	271.59
Transfers In	180,600		180,600		100.00
Depreciation	-673,000	-616,913	-56,087	91.67	91.67
GO CIP Bonds	-247,157	-247,658	501	100.20	139.06
TOTAL OTHER	-719,557	-825,489	105,932	114.72	98.78
Net change in fund equity	192,274	-447,454	750,901		
Fund equity, beginning		3,713,231			
Fund equity, ending		3,265,777			
Less invested in capital assets		3,228,575			
Net available fund equity		37,202			

INVESTMENT SCHEDULE BY SECURITY TYPE
AS OF 11-30-12

Seq#	Institution	Type	Term	Purchased	Matures	Principal	Yield
<hr/>							
CERTIFICATE DEPOSIT							
<hr/>							
1,185	Morgan Stanley Smith Barney LLC	CD	273	10-03-12	07-03-13	249,000.00	.400000
1,186	Morgan Stanley Smith Barney LLC	CD	273	10-03-12	07-03-13	249,000.00	.350000
1,143	Morgan Stanley Smith Barney LLC	CD	549	02-24-12	08-26-13	121,000.00	.548000
1,146	Morgan Stanley Smith Barney LLC	CD	550	03-02-12	09-03-13	128,000.00	.550000
1,182	Dain Rauscher Investment Services	CD	365	09-19-12	09-19-13	248,000.00	.600000
1,145	Morgan Stanley Smith Barney LLC	CD	730	02-29-12	02-28-14	249,000.00	.550000
1,147	Morgan Stanley Smith Barney LLC	CD	730	03-07-12	03-07-14	249,000.00	.500000
1,148	Morgan Stanley Smith Barney LLC	CD	731	03-09-12	03-10-14	249,000.00	.650000
1,150	Morgan Stanley Smith Barney LLC	CD	730	03-28-12	03-28-14	249,000.00	.650000
1,187	Morgan Stanley Smith Barney LLC	CD	732	10-12-12	10-14-14	248,000.00	.900000
1,141	Morgan Stanley Smith Barney LLC	CD	1,097	02-08-12	02-09-15	150,000.00	1.000000
1,163	Dain Rauscher Investment Services	CD	1,095	07-09-12	07-09-15	248,000.00	1.000000
1,164	Dain Rauscher Investment Services	CD	1,097	07-11-12	07-13-15	248,000.00	1.150000
1,140	Morgan Stanley Smith Barney LLC	CD	1,461	02-08-12	02-08-16	248,000.00	1.150000
1,142	Morgan Stanley Smith Barney LLC	CD	1,461	02-08-12	02-08-16	248,000.00	1.300000
1,155	Morgan Stanley Smith Barney LLC	CD	1,461	05-16-12	05-16-16	98,000.00	1.250000
1,165	Dain Rauscher Investment Services	CD	1,462	07-17-12	07-18-16	248,000.00	1.250000
1,154	Morgan Stanley Smith Barney LLC	CD	1,645	05-16-12	11-16-16	248,000.00	1.300000
1,161	Dain Rauscher Investment Services	CD	1,826	07-06-12	07-06-17	247,000.00	1.800000
1,162	Dain Rauscher Investment Services	CD	1,826	07-06-12	07-06-17	247,000.00	1.800000
1,169	Morgan Stanley Smith Barney LLC	CD	1,826	07-25-12	07-25-17	248,000.00	1.550000
1,172	Morgan Stanley Smith Barney LLC	CD	1,826	07-26-12	07-26-17	247,000.00	1.700000
1,183	Dain Rauscher Investment Services	CD	2,191	09-27-12	09-27-18	249,000.00	1.308400
1,168	Dain Rauscher Investment Services	CD	3,652	07-25-12	07-25-2022	249,000.00	2.425000
1,181	Dain Rauscher Investment Services	CD	3,652	09-12-12	09-12-2022	249,000.00	2.325400
1,167	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: 27						6,195,000.00	
<hr/>							
FEDERAL HOME LN BK							
<hr/>							
1,159	Dain Rauscher Investment Services	FH	3,647	07-03-12	06-28-2022	600,000.00	2.789800
1,160	Dain Rauscher Investment Services	FH	3,647	07-03-12	06-28-2022	405,000.00	2.789800
1,166	Dain Rauscher Investment Services	FH	32,66	07-18-12	07-18-2022	600,000.00	2.998400
1,171	Morgan Stanley Smith Barney LLC	FH	3,652	07-26-12	07-26-2022	600,000.00	2.761000
1,184	Morgan Stanley Smith Barney LLC	FH	3,652	09-28-12	09-28-2022	500,000.00	2.273700
Total Number Of Investments: 5						2,705,000.00	

INVESTMENT SCHEDULE BY SECURITY TYPE
AS OF 11-30-12

Seq#	Institution	Type	Term	Purchased	Matures	Principal	Yield
<hr/>							
FEDERAL NATL MTG							
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1,144	Dain Rauscher Investment Services	FN	1,782	02-24-12	01-10-17	501,423.23	2.688300
1,176	Dain Rauscher Investment Services	FN	2,078	08-08-12	04-17-18	804,278.48	2.283500
1,152	Dain Rauscher Investment Services	FN	5,478	04-12-12	04-12-2027	1,000,000.00	4.231000
1,158	Dain Rauscher Investment Services	FN	5,478	06-28-12	06-28-2027	600,000.00	3.664700
1,170	Dain Rauscher Investment Services	FN	5,475	07-26-12	07-23-2027	1,007,347.00	3.400000
1,173	Dain Rauscher Investment Services	FN	5,478	07-30-12	07-30-2027	600,000.00	3.498100
1,178	Dain Rauscher Investment Services	FN	5,478	08-13-12	08-13-2027	600,000.00	3.208200
1,151	Dain Rauscher Investment Services	FN	7,305	03-29-12	03-29-2032	500,000.00	4.746800
1,157	Dain Rauscher Investment Services	FN	7,305	06-21-12	06-21-2032	500,000.00	4.247100
Total Number Of Investments: 9						6,113,048.71	
<hr/>							
FED HM MORTG POOL							
<hr/>							
1,175	Dain Rauscher Investment Services	HP	2,549	08-07-12	07-31-19	513,457.55	3.007100
1,179	Wells Fargo Brokerage Services	HP	2,556	08-22-12	08-22-19	500,000.00	1.399400
1,180	Wells Fargo Bank MN, NA	HP	2,556	08-22-12	08-22-19	460,000.00	1.399400
1,149	Morgan Stanley Smith Barney LLC	HP	3,197	03-22-12	12-22-2020	550,000.00	2.583100
1,127	Dain Rauscher Investment Services	HP	3,653	07-29-11	07-29-2021	500,000.00	3.996700
1,153	Morgan Stanley Smith Barney LLC	HP	32,59	05-10-12	02-28-2022	500,000.00	3.006800
Total Number Of Investments: 6						3,023,457.55	
<hr/>							
TAXABLE MUNCPL BONDS							
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1,177	Wells Fargo Brokerage Services	TM	2,579	08-09-12	09-01-19	503,340.00	1.535600
Total Number Of Investments: 1						503,340.00	

INVESTMENT SCHEDULE BY SECURITY TYPE
AS OF 11-30-12

Seq#	Institution	Type	Term	Purchased	Matures	Principal	Yield
						18,539,846.26	
						4,757,571.45	
						11,241.92	
						38,927.07	
						117.12	
						695,016.18	
						24,042,720.00	

TO: MAYOR, CITY COUNCIL AND CITY MANAGER
FROM: MARK J. MALONEY, PUBLIC WORKS DIRECTOR
DATE: DECEMBER 17, 2012
SUBJ: PUBLIC WORKS MONTHLY REPORT

ADMINISTRATIVE ACTIVITIES

With the consideration of the final development details scheduled for December 17, we are anticipating, once the final agreements are authorized, that we will be resuming the development of final construction plans, right of way acquisitions and agreements necessary for the public improvements associated with proposed Lakeview Terrace project. The City is working with consultants who are providing services relating to the final plans, specifications and bidding documents for the roadway and railway crossing improvements.

Department personnel are working to coordinate the planned improvements of Red Fox Road with elements of the 2014 Ramsey County improvement of Lexington Avenue. The City has retained an engineering consultant for services relating to the design and modification of the existing traffic signal located at the Lexington Avenue/Red Fox Road intersection.

Environmental Services –

The City partnered with the Department of Agriculture to conduct branch sampling to inspect possible Emerald Ash Borer (EAB) infestations in the Shamrock Park neighborhood. The City provided the equipment and labor to sample branches of 20 boulevard ash trees by removing 10 foot sections from the tree canopy utilizing the bucket truck. Results from this sampling and visual inspections revealed 9 additional trees that were EAB positive and many more “suspects”. Surveys will continue in February after the woodpeckers have shown up and all positive trees will be marked for removal by April 30th. Other surrounding cities have also been doing this type of surveying – but have found no infestations to date.

The City’s two environmental initiatives are progressing. Mankato State University students working on the GreenStep Cities inventory have completed their analysis. Students gave a brief description of the program and their involvement with putting together Shoreview’s inventory to the Environmental Quality Committee in November. The students reviewed City documents and plans and interviewed City staff over the past several months. According to their findings, Shoreview has completed 22 of 28 best practices outlined by the program already, and has also completed about 62 of 168 possible action steps. The City needs a policy to purchase EnergyStar certified appliances – a required best practice the City narrowly missed. After that policy is adopted, the next steps for the City to move forward is to pass a resolution and send the inventory checklist to the MN Pollution Control Agency for verification.

Secondly, the Regional Indicators Initiative preliminary data and costs have been collected and tabulated. This project is a detailed inventory of energy, potable water, travel, waste, costs, and greenhouse gas emissions for Shoreview from 2008 to 2011. The data is now available in an Excel file with 18 sheets of tables, charts and graphs depicting and comparing this information across 4 years, population and job numbers as well as weather data. Additionally, an extensive report thoroughly detailing the Project's purpose, data sources, definitions and descriptions of the spreadsheets is available too. The information is still in the draft stage.

The Environmental Quality Committee is currently advertising it's 2013 Speaker Series. The series is held at 7:00pm the 3rd Wednesday of each month, January through April in the City Council Chambers and include the following topics:

- i. **Jan 16: Wayne Gjerde**, MN Pollution Control Agency. What Happens to our Recycling?
- ii. **Feb 20: John Suzukida**, How Can you Reduce Energy Consumption in your Home?
- iii. **March 20: John Moriarty**, Ramsey County Parks. Trees: The Good, the Bad, the Ugly.
- iv. **April 17: Tony Runkel**, with the MN Geological Survey. Where does our water come from?

MAINTENANCE ACTIVITIES

Street and Utility crews worked together to repair the first water main break of this winter which was discovered over the Thanksgiving Holiday weekend. Fortunately crews were able to throttle the main down for the weekend and make the repair the following Monday with minimal disruption to area residents.

Crews were out anti-icing on two occasions. They also responded to a significant snow event over the December 8-9 weekend. The snow began on a Saturday night and ended late Sunday night requiring the City to do two complete rounds of snow plowing. With over fourteen inches of snow, crews ended up cleaning streets, cul-de-sacs and trails for a number of days after the snow event. Equipment was cleaned, inspected and repaired after the complete clean up. Sean Vesel, Eric Rydeen, Tim Paulno and Rick Garcia attended a "Snow Plow Operator's Safety Training" prior to the major snowfall.

Street crews have begun the seasonal trimming along boulevards and trails. They are removing trees as needed. They clean up and chip brush after trimming and tree removal. The weather allowed for street sweeping up until December 7, so crews were able to complete six rounds of street sweeping this year. Street sweeping is highly correlated with surface water runoff quality in urban/suburban environments; and the City appears to be slightly ahead of the curve in that regard when compared to other cities within the Ramsey-Washington Metro and Rice Creek Watersheds.

Street crews put up winter banners and made minor repairs to street lights. Sign maintenance repairs and replacements continues.

Utility Crews inspect and perform routine and scheduled maintenance to wells, lift stations, towers and the booster station each day. Water samples are collected and analyzed each day. Meter repairs and utility location requests are responded to when scheduled. During the first plowing event of the year drivers discover any manholes and gatevalves that are too high. Hitting a raised manhole or gatevalve will immediately stop the plow and will give the driver quite a jolt. Utility crews spend time repairing and/or lowering any raised manholes and gatevalves that may be discovered during plowing. Also after major snow events there are always hydrants that are damaged from vehicles sliding into them and those hydrants are inspected and repaired where necessary.

Department of Corrections Crew –

Crews clean the maintenance center daily. They are participating in the brush chipping and clean up after trimming and tree removal. They assisted with routine fall maintenance for the Parks Maintenance Division. During and after snow events they complete the snow removal by hand work at bus stops, boardwalks and trails. They also perform snow removal work around the maintenance center. And they have started shoveling out fire hydrants around the City.

PROJECT UPDATES

Floral/Demar/County Road F Neighborhood Reconstruction, Project 12-01

Essentially all work has been completed in the Demar Avenue and County Road F neighborhood. The restoration work has been completed on all yards and sod has been placed. The asphalt wear course, mailboxes, and street lights have been installed and the street lights have been energized.

The wear course was paved on Floral Drive, mailboxes installed and the top soil has been placed and covered with mulch. The contractor is working on the punch list items. The sod work is scheduled for spring of 2013.

Water System Improvements – Westin Woods Booster Station, Project 12-02

The Council approved the revised plans and specifications for the project at their November 5, 2012 meeting and bids will be opened on December 18th, 2012.

Red Fox Road Reconstruction, Project 12-04

A draft feasibility report was sent to the business owners located along Red Fox Road for review and comments were received by City staff. The overall comments received were positive and the businesses support the proposed improvements. The feasibility report will be presented to the Council at their December 17th meeting.

2012 Street Light Replacement, Project 12-06

The project has been completed and approved for final payment.

County Road D and Cottage Place Reconstruction, Project 13-01

The feasibility report has been completed and will be presented to the Council at their December 17th meeting.

TO: MAYOR AND COUNCILMEMBERS
FROM: TERRY SCHWERM, CITY MANAGER
DATE: DECEMBER 10, 2012
RE: MONTHLY REPORT

DEPARTMENT ACTIVITY

Pickleball arrived at the Community Center in early December. We have three Pickleball courts that have been lined in the gym and are available from 8:00 a.m. to 11:00 a.m. on Wednesdays and Fridays. We held two free introductory sessions on Monday, December 3rd and Wednesday, December 5th that had about 20 people at each session. This new amenity has generated interest in seasonal memberships from some seniors. Staff is also evaluating adding a Monday session for Pickleball, which may make the seasonal membership even more advantageous for regular Pickleball players.

The Bucher Park renovation project is moving closer to being bid. The current schedule anticipates bidding the project early in 2013, with a bid award this winter and construction start this spring. The Park & Recreation Commission will be reviewing playground proposals from six vendors at their meeting next week. Staff anticipates that a bid award for new playground equipment for Bucher Park will likely be before the City Council in January, 2013.

The 2013 Farmer's Market will be moved to the northern part of the lower level parking lot. This revised location should improve traffic flow, but also allow the market to use the Haffeman Pavilion and lawn area in front of the pavilion as part of the Farmer's Market.

MAINTENANCE

The parks maintenance crew were again able to get all the holiday lights up in time for the holiday lighting ceremony on November 19th. There were several trees that squirrels chewed through the wires for the light strands which ruined the entire strand of lights. Several of the light strands were put up and taken down three times because of the damage done by the squirrels.

The islands on Highway 96 were fertilized which finished our fall fertilization program for park areas. The crew was able to dig out all the stumps by the building at McCullough Park and it is graded and ready for black dirt and seed next spring. When the trees were watered at the Community Center it was noticed that a buck had caused some damage to the tree trunk so plastic sleeves were installed to the small trees to prevent further damage. The crew also put tree wrap on all the small maples in the parks. The fall leaf clean up was finished at the remaining parks.

The crew has started preparing ice skating rinks for this winter's skating season. In order to prepare rinks for the season the boards were replaced, sections were leveled and dirt berms on the outside were checked and replenished as needed. The netting on Commons hockey rink was

modified to help keep the broomballs inside the rink. The gate planks have been repaired and delivered to each park, rubber matting for outside of the buildings is being put out and hockey nets have been delivered. The crew has begun flooding the rinks. They have been putting light coats of water down during the day. Originally they had hoped to open the rinks by December 15th, however December 22nd is now looking like a more likely open date due to the warm weather.

The equipment has been changed over to winter use and the summer equipment has been put into storage. The new players benches for Commons have been assembled. The last two summers the Osprey's have built a nest on top of the lights at Bucher Park and we have had to take it down each winter because of the heat generated by the lights. With the help of the mechanics an Osprey nesting box was built and installed on the light pole at Bucher Park. The nesting box contains the nest from this summer and we hope they return to the park next spring and like the location of their nest.

The crew continues to pick up trash on a daily basis at the Community Center, library and parks. The trash receptacles are dumped on an as needed basis.

COMMUNITY CENTER/CITY HALL MAINTENANCE ACTIVITIES

The building maintenance crew has been keeping the building on its cleaning schedule. They have been working on removing the dust from around the track and gym this past month. Using the equipment we have in the building they have done a very good job of dusting areas that are difficult to reach. The crew has also started to change out the inner workings of our roll towel dispensers. Changing the mechanics will allow us to have larger rolls of towels in them which translates to a cost savings to the City.

Work orders requests continue at a record pace. The record number of repair orders from last year was broken and we were barely into the month of December. We should end up the year with close to 3,500 work orders for repairs this year.

RECREATION PROGRAMS

Winter program registration began on Tuesday, November 27th. As of December 11th, we have processed more than 1,200 registrations for winter programs. A little more than half of the registrations were completed on-line and the remaining registrations have been processed through the office. Fitness programs account over 390 of the registrations and swim lessons has more than 300 enrollments.

The Dive-In movie, Monsters Inc., was shown on Friday, November 16th. Before the movie, staff hosted a "Monster Bash" where kids played monster themed games, made a monster mask, and entered a joke contest. Over 70 children participated in these activities. The next Dive-In movie will be held on January 25th.

Shoreliner memberships for 2013 are now being accepted at the Parks and Recreation office for those 55 and above. The \$10 registration fee enables Shoreliner members to receive discounts

on select senior programs throughout the year. The Shoreliner Holiday Luncheon will be held on December 18th at the Porterhouse Steakhouse in Little Canada. We are expecting more than 50 Shoreliners to attend and registration is currently open. Additional Shoreliner and senior programs are being offered throughout 2013. The first outing of 2013 is on January 23rd to the Old Log Theater where we will enjoy a luncheon followed by the play, "A Perfect Wedding". The fee includes transportation, lunch, show, tax and tip.

We have hired and trained 22 ice rink attendants and we hope to open rinks on December 22nd, depending on weather and ice conditions. The schedule for warming house hours is posted on our website and in the ShoreViews.

There were more than 130 kids that enjoyed coming to the Kids Holiday Shopping Spree on Saturday, December 8th. It was a fun event for parents to be able to sit back and enjoy some holiday treats while their little ones shopped for Christmas gifts with a volunteer for their family members. The weather was perfect and there was lots of great holiday buzz in the air!

About 70 families have registered for Letters to Santa. Letters are being written this week and mailed out around December 14th. Many little ones will be surprised to open their mailboxes next week!

The annual Skate with Santa event will take place on Saturday, December 15th at the Ramsey County Arena. Kids and their families will have a morning filled with skating with Santa, posing for photos and enjoying hot cocoa and treats.

The theme for the Family New Year's Eve party is "Super Hero". Our Super Hero staff is gathering decorations, planning games and crafts, and ordering prizes for this annual event. This event requires 50-60 staff and volunteers to run the many different activities, such as carnival games, inflatable obstacle course, crafts, crazy hair, nails, balloon drop, and to supervise all the activity areas. Registrations are being taken through December 28th and the cost is \$9 per youth and \$7 per adult.

COMMUNITY CENTER

The mild weather in November resulted in fewer daily visits to the Community Center than last year. Daily pass visits decreased 12% compared to last November. Use by members remained the same as last year with fitness enthusiasts moving indoors for their regular workout routines. There was a significant increase in cardio equipment usage compared to last month. A demonstration piece of cardio equipment (The Lateral X) was placed in the Fitness Center for the majority of the month. The Lateral X is a combination stepper/crosstrainer which adds a lateral motion similar to skating. Nearly 55 evaluations were completed with 95% of the evaluations extremely positive.

Three new pieces of strength training equipment arrived this month. Member feedback has been positive and the additional stretching space has been appreciated. There were 74 personal training sessions redeemed and 12 new equipment orientations performed this month. Nearly 600 participants attended the 26 free fitness classes held the week of Thanksgiving. There were 2

specialty fitness classes offered for a nominal price during the holiday week break. A 2 hour Zumba class and a yoga class with live harp music were enjoyed by 45 participants.

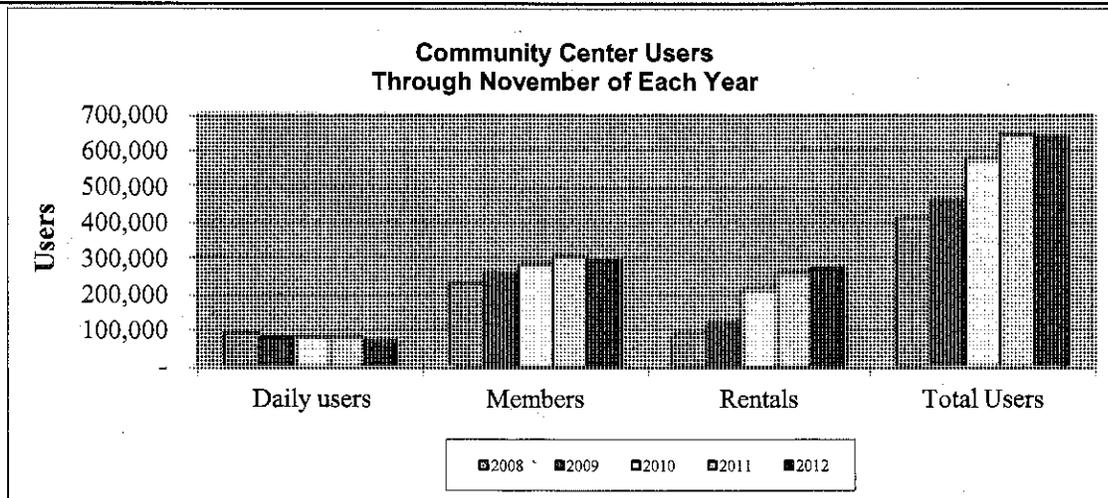
Most Community Center revenues remained consistent with revenue in 2011. Operating expenses were up significantly this month compared to November 2011 because there were three payroll periods in 2012. This discrepancy will balance out next month because December has only two payrolls compared to three last December. The Community Center has seen a significant decrease in energy costs due to the mild weather and a significant decrease in electrical expenses due to the new, more efficient chiller system.

Membership sales remain fairly consistent with last year. Annual memberships have decreased slightly this month compared to last November. However, seasonal memberships have increased 50% in November as compared to last year.

Young children were the main occupants of the facility this month. Playground only passes increased 12% in November compared to last year. Birthday parties increased 37% at the Tropics Indoor Waterpark. The recently implemented private poolside room party package was a popular venue in the themed rooms adjacent to the pool. Nearly every weekend was booked with a pool party package. The Shoreview Room and Wedell Community Room were extremely active with nearly 50 events scheduled this month. Mn/DOT, MN Department of Human Services, Metro ECSU, UCare Minnesota and HealthPartners were a few of the companies that hosted corporate events at the Community Center this month.

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

	2008	2009	2010	2011	2012
Number of Users:					
Daily users	92,820	80,812	80,810	82,731	69,789
Members	231,756	258,946	281,709	303,367	297,488
Rentals	90,276	121,563	214,332	258,926	273,023 *
Total Users	414,852	461,321	576,851	645,024	640,300
Revenue:					
Admissions	\$ 451,535	\$ 500,926	\$ 474,877	\$ 533,654	\$ 504,926
Memberships-annual	470,699	610,488	752,903	821,982	849,863
Memberships-seasonal	125,689	100,128	90,377	86,783	83,754
Room rentals	194,674	197,725	208,103	227,192	233,850
Wave Café	138,958	150,162	162,823	181,350	174,893
Commissions	11,544	9,149	9,634	14,503	14,184
Locker/vending/video	29,720	27,662	24,597	24,609	21,087
Merchandise	7,061	9,041	9,864	13,092	13,601
Other miscellaneous	1,577	827	1,204	1,196	192
Building charge	88,000	94,000	93,000	97,000	100,000
Transfers in	174,163	281,600	284,174	272,250	275,000
Total Revenue	1,693,620	1,981,708	2,111,556	2,273,611	2,271,350
Expenditures:					
Personal services	1,090,982	1,121,331	1,147,730	1,166,737	1,263,616
Supplies	349,157	329,356	336,204	396,022	386,274
Contractual	425,804	444,881	449,645	505,978	525,618
Total Expenditures	1,865,943	1,895,568	1,933,579	2,068,737	2,175,508
Rev less Exp Year-to-date	\$ (172,323)	\$ 86,140	\$ 177,977	\$ 204,874	\$ 95,842



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

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

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Number of Users:													
Daily users	8,757	9,853	10,137	6,003	4,801	4,914	6,289	6,089	2,547	4,594	5,805	-	69,789
Members	34,702	31,137	29,693	27,472	25,620	25,094	26,585	24,860	19,992	25,021	27,312	-	297,488
Rentals	16,398	16,066	14,860	17,120	15,041	37,529	35,345	70,550	16,533	16,421	17,160	-	273,023
Total Users	59,857	57,056	54,690	50,595	45,462	67,537	68,219	101,499	39,072	46,036	50,277	-	640,300
Revenue:													
Admissions	\$ 55,671	\$ 45,702	\$ 67,428	\$ 40,239	\$ 34,868	\$ 46,024	\$ 51,546	\$ 45,866	\$ 10,568	\$ 25,520	\$ 33,548	\$ -	\$ 456,980
Indoor playground	6,678	6,845	4,850	4,128	3,924	2,494	3,265	3,054	2,610	4,722	5,376	-	47,946
Memberships	121,572	92,089	86,050	68,705	69,225	72,207	69,527	74,020	81,313	93,797	105,112	-	933,617
Room rentals	24,441	25,231	15,536	21,979	18,627	26,549	17,245	22,644	19,042	22,895	19,661	-	233,850
Wave Café	20,842	16,592	21,932	13,945	13,729	15,760	15,655	18,985	7,176	14,782	15,495	-	174,893
Commissions	279	-	1,424	350	2,336	1,680	1,336	1,357	2,243	1,907	1,272	-	14,184
Locker/vending/video	1,016	3,015	1,869	2,685	1,102	2,374	1,055	1,961	3,039	1,764	1,207	-	21,087
Merchandise	1,177	1,164	1,935	997	1,365	1,214	1,633	1,537	726	963	890	-	13,601
Other miscellaneous	53	10	31	(33)	42	71	59	(104)	50	37	(24)	-	192
Building charge	-	-	-	-	-	100,000	-	-	-	-	-	-	100,000
Interest	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers in	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	-	275,000
Total Revenue	256,729	215,648	226,055	177,995	170,218	293,373	186,321	194,320	151,767	191,387	207,537	-	2,271,350
Expenditures:													
Personal services	86,352	110,691	109,922	103,825	106,288	160,760	111,336	114,288	102,560	99,313	158,281	-	1,263,616
Supplies	18,791	38,364	58,334	40,330	41,001	25,491	41,673	40,578	23,100	25,145	33,467	-	386,274
Contractual	8,918	18,761	71,950	63,435	63,612	44,855	48,798	51,328	43,170	72,961	37,830	-	525,618
Other	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers out	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	114,061	167,816	240,206	207,590	210,901	231,106	201,807	206,194	168,830	197,419	229,578	-	2,175,508
Rev less Exp (monthly)	\$ 142,668	\$ 47,832	\$ (14,151)	\$ (29,595)	\$ (40,683)	\$ 62,267	\$ (15,486)	\$ (11,874)	\$ (17,063)	\$ (6,032)	\$ (22,041)	\$ -	\$ 95,842
Rev less Exp (ytd)	\$ 142,668	\$ 190,500	\$ 176,349	\$ 146,754	\$ 106,071	\$ 168,338	\$ 152,852	\$ 140,978	\$ 123,915	\$ 117,883	\$ 95,842	\$ 95,842	\$ 95,842

**Community Center Monthly Activity
For the Year 2011**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Number of Users:													
Daily users	9,573	8,554	12,733	7,331	6,918	8,510	9,591	7,473	2,375	2,799	6,874	8,661	91,392
Members	33,665	30,575	34,019	29,225	25,468	24,211	24,352	23,544	23,660	26,968	27,680	29,395	332,762
Rentals	16,013	14,571	17,692	15,947	17,757	40,042	34,573	51,667	16,013	18,620	16,031	15,945	274,871
Total Users	59,251	53,700	64,444	52,503	50,143	72,763	68,516	82,684	42,048	48,387	50,585	54,001	699,025
Revenue:													
Admissions	\$ 54,768	\$ 50,219	\$ 82,024	\$ 37,760	\$ 32,531	\$ 48,104	\$ 57,434	\$ 41,854	\$ 19,315	\$ 26,823	\$ 35,198	\$ 58,481	\$ 544,511
Indoor playground	6,646	4,955	8,340	4,691	3,281	4,545	3,033	2,183	2,178	2,986	4,786	5,031	52,655
Memberships	134,134	82,408	85,134	64,611	61,088	69,882	64,747	69,299	77,050	85,320	115,092	202,422	1,111,187
Room rentals	22,729	19,569	29,892	16,023	24,736	20,859	19,322	18,740	22,956	21,955	10,411	23,107	250,299
Wave Café	20,526	18,871	25,987	17,064	15,650	15,441	16,165	14,920	10,577	13,462	12,687	14,228	195,578
Commissions	-	143	850	-	1,366	698	2,561	1,153	3,393	2,395	1,944	-	14,503
Locker/vending/video	(1,194)	3,591	2,745	3,128	2,566	3,560	3,243	883	1,842	2,649	1,596	4,997	29,606
Merchandise	1,006	1,018	1,492	1,340	948	1,826	1,546	1,204	1,014	819	879	632	13,724
Other miscellaneous	(80)	75	27	32	757	39	83	50	5	143	65	127	1,323
Building charge	-	-	-	-	-	97,000	-	-	-	-	-	1,441	98,441
Interest	-	-	-	-	-	-	-	-	-	-	-	20,674	20,674
Transfers in	24,750	24,750	24,750	24,750	24,750	24,750	24,750	24,750	24,750	24,750	24,750	24,750	297,000
Total Revenue	263,285	205,599	261,241	169,399	167,673	286,704	192,884	175,036	163,080	181,302	207,408	355,890	2,629,501
Expenditures:													
Personal services	84,388	104,891	105,118	99,020	100,804	107,049	156,509	108,982	96,532	99,084	104,360	185,734	1,352,471
Supplies	30,153	36,056	44,170	42,162	34,276	33,351	29,123	27,161	39,147	44,125	36,298	52,831	448,853
Contractual	22,538	31,672	36,485	42,242	48,682	54,629	63,436	44,224	56,475	65,557	40,038	94,564	600,542
Other	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers out	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	137,079	172,619	185,773	183,424	183,762	195,029	249,068	180,367	192,154	208,766	180,696	333,129	2,401,866
Rev less Exp (monthly)	\$ 126,206	\$ 32,980	\$ 75,468	\$ (14,025)	\$ (16,089)	\$ 91,675	\$ (56,184)	\$ (5,331)	\$ (29,074)	\$ (27,464)	\$ 26,712	\$ 22,761	\$ 227,635
Rev less Exp (ytd)	\$ 126,206	\$ 159,186	\$ 234,654	\$ 220,629	\$ 204,540	\$ 296,215	\$ 240,031	\$ 234,700	\$ 205,626	\$ 178,162	\$ 204,874	\$ 227,635	

**Community Center Monthly Activity
For the Year 2010**

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Number of Users:													
Daily users	12,396	8,244	10,145	5,086	6,293	7,811	8,478	7,899	2,600	5,189	6,669	7,974	88,784
Members	32,569	30,039	30,018	24,351	22,682	23,343	23,406	24,567	20,281	23,593	26,860	26,695	308,404
Rentals	16,552	14,271	16,027	14,710	16,223	30,877	29,480	32,456	14,120	16,373	13,243	16,302	230,634
Total Users	61,517	52,554	56,190	44,147	45,198	62,031	61,364	64,922	37,001	45,155	46,772	50,971	627,822
Revenue:													
Admissions	\$ 55,503	\$ 47,668	\$ 54,719	\$ 31,183	\$ 35,032	\$ 40,977	\$ 50,122	\$ 38,742	\$ 18,995	\$ 25,431	\$ 33,763	\$ 42,844	\$ 474,979
Indoor playground	7,028	6,623	6,012	2,611	2,846	4,446	2,790	3,305	620	2,541	3,920	4,650	47,392
Memberships	111,690	75,142	68,524	57,725	61,958	61,663	64,227	66,374	78,838	75,158	121,981	197,214	1,040,494
Room rentals	18,519	27,898	14,573	19,724	22,695	16,744	18,713	12,615	23,057	16,713	16,852	12,561	220,664
Wave Café	18,052	17,720	18,813	14,915	13,174	15,261	14,708	15,272	9,617	11,457	13,834	13,993	176,816
Commissions	870	1,051	-	658	-	1,375	1,367	763	1,967	1,356	227	993	10,627
Locker/vending/video	1,317	2,387	4,880	4,296	1,239	2,101	2,802	1,361	4	3,262	948	4,873	29,470
Merchandise	730	932	903	1,147	790	1,043	1,400	1,181	312	711	715	792	10,656
Other miscellaneous	(90)	67	25	(790)	1,025	30	414	171	89	80	183	740	1,944
Building charge	-	-	-	-	-	93,000	-	-	-	-	-	1,415	94,415
Interest	-	-	-	-	-	-	-	-	-	-	-	8,017	8,017
Transfers in	25,834	25,834	25,834	25,834	25,834	25,834	25,834	25,834	25,834	25,834	25,834	25,826	310,000
Total Revenue	239,453	205,322	194,283	157,303	164,593	262,474	182,377	165,618	159,333	162,543	218,257	313,918	2,425,474
Expenditures:													
Personal services	87,881	107,137	99,770	97,359	97,921	97,380	157,769	105,178	95,479	100,266	101,590	171,540	1,319,270
Supplies	13,838	38,074	39,579	27,156	36,732	32,132	30,501	29,798	35,361	28,190	24,843	69,336	405,540
Contractual	5,022	26,404	63,856	28,989	51,368	39,593	36,322	58,235	48,831	60,881	30,144	95,218	544,863
Other	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers out	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	106,741	171,615	203,205	153,504	186,021	169,105	224,592	193,211	179,671	189,337	156,577	336,094	2,269,673
Rev less Exp (monthly)	\$ 132,712	\$ 33,707	\$ (8,922)	\$ 3,799	\$ (21,428)	\$ 93,369	\$ (42,215)	\$ (27,593)	\$ (20,338)	\$ (26,794)	\$ 61,680	\$ (22,176)	\$ 155,801
Rev less Exp (ytd)	\$ 132,712	\$ 166,419	\$ 157,497	\$ 161,296	\$ 139,868	\$ 233,237	\$ 191,022	\$ 163,429	\$ 143,091	\$ 116,297	\$ 177,977	\$ 155,801	

MOTION SHEET

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

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

Date	Description	Amount
12/03/12	Accounts payable	\$16,355.23
12/06/12	Accounts payable	\$69,055.08
12/10/12	Accounts payable	\$39,657.65
12/11/12	Accounts payable	\$15,854.41
12/14/12	Accounts payable	\$749,757.41
12/17/12	Accounts payable	\$224,533.63
Sub-total Accounts Payable		\$ 1,115,213.41
12/14/12	Payroll 124787 to 124838 959825 to 960007	\$153,871.49
Sub-total Payroll		\$ 153,871.49
TOTAL		\$ 1,269,084.90

ROLL CALL:	AYES	NAYS
Huffman		
Quigley		
Wickstrom		
Withhart		
Martin		

12/17/12

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
AARP C/O RICHARD KEY	17 DEF DRIVE CLASS	225	43590	3174		003		\$212.00	
AMERICAN MESSAGING	SERVICE 12.1.12-12.31.12	101	40210	3190	009			\$4.26	\$4.26
AMERICAN RED CROSS-HEALTH & SA	1 CPR/AED (PUBLIC WORKS) 18 PUBLIC WORKS	225	43520	2170		001		\$505.00	\$505.00
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110				\$39.66	\$39.66
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110				\$25.87	\$25.87
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110				\$74.55	\$74.55
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110				\$70.24	\$70.24
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110				\$169.55	\$169.55
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110				\$78.36	\$78.36
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110				\$19.56	\$19.56
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110				\$19.56	\$19.56
BEISSWENGERS HARDWARE	REPAIR SUPPLIES CC TAPE	220	43800	2240		001		\$42.05	\$42.05
BEISSWENGERS HARDWARE	REPAIR SUPPLIES CC	220	43800	2240		001		\$13.00	\$13.00
COMCAST	COMMUNITY CENTER CABLE	220	43800	3190		001		\$230.57	\$230.57
GRAINGER, INC.	CLEANING SUPPLIES CC	220	43800	2110				\$41.24	\$41.24
GRAINGER, INC.	CLEANING SUPPLIES CC	220	43800	2110				\$192.98	\$192.98
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001		\$15.32	
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001		\$15.35	\$15.35
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001		\$15.35	\$15.35
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001		\$16.24	\$16.24
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001		\$16.24	\$16.24
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001		\$15.36	\$15.36
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001		\$15.36	\$15.36
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001		\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001		\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001		\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001		\$23.75	\$23.75
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001		\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001		\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001		\$19.99	\$19.99
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001		\$15.34	\$15.34
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001		\$15.00	\$148.94
		220	43800	2591		003		\$133.94	
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001		\$15.34	
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001		\$16.20	\$16.20
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001		\$15.32	\$15.32
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001		\$23.94	\$23.94
GRANDMA'S BAKERY	SAFETY RECOGNITION	101	40210	4890		008		\$97.98	\$97.98
HEGGIE'S PIZZA LLC	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001		\$280.10	\$280.10
MAYER ARTS, INC	PAYMENT FOR BALLET FALL SESSION 2	225	43580	3170				\$1,274.00	\$1,274.00
MINNESOTA DEPARTMENT OF AGRICU	2013 FARMERS MARKET APPLICATION LICENSE	225	43590	3174		001		\$60.00	\$60.00
NCO, INC.	DIVE IN MOVIE ITEMS FOR RESALE	220	43800	2591		002		\$79.16	\$79.16
NORTHERN ELECTRICAL CONTRACTOR	INSTALL OF LED LIGHT FIXTURES IN GYM	220	43800	3810		004		\$2,053.66	\$2,053.66
NORTHERN ELECTRICAL CONTRACTOR	ATM POWER, POWER 4 TVS, LIGHT FIXT @ PAV	220	43800	3810		003		\$874.74	\$874.74
NORTHERN ELECTRICAL CONTRACTOR	INSURANCE CLAIM: LIGHT BALLAST	260	47400	4340				\$304.00	\$304.00
ORIENTAL TRADING COMPANY	MERCHANDISE FOR RESALE	220	43800	2591		002		\$269.00	\$269.00
PLUMBMASTER, INC	REPAIR SUPPLIES CC	220	43800	2240		001		\$312.91	\$312.91
PRECISION DYNAMICS CORPORATION	COMMUNITY CENTER WRISTBANDS FOR RESALE	220	43800	3390		001		\$1,980.08	\$1,980.08
SPRINT	CELL PHONE BILL	101	40200	3210		002		\$600.80	\$980.80
		101	44300	3190				\$80.00	
		601	45050	3190				\$300.00	

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
TARGET COMMERCIAL INVOICE	DIVE IN MOVIE SUPPLIES	225	43590	2173		001		\$12.44	
TWIN CITIES NO. CHAMBER OF COM	MEMBERSHIP	240	44400	4330				\$525.00	\$525.00
US BANK	VISA SERVICE AWARD CARDS	101	40210	4890		004		\$1,093.45	\$1,093.45
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001		\$665.05	\$665.05
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001		\$1,249.89	\$1,315.51
		101	40800	2180				\$65.62	
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001		\$11.75	
WATSON COMPANY	WAVE CAFE COFFEE FOR RESALE	220	43800	2590		001		\$133.59	\$202.31
		101	40800	2180				\$68.72	
XCEL ENERGY	ELECTRIC/GAS: PARKS	101	43710	3610				\$882.15	\$1,146.81
		101	43710	2140				\$264.66	
XCEL ENERGY	ELECTRIC: LIFT STATION	602	45550	3610		001		\$590.04	
Total of all invoices:									\$16,355.23

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
ACE SOLID WASTE	MAINT CENTER SOLID WASTE PICKUP	701	46500	3640				\$230.32	\$230.32
AHDALI, AICHA	FACILITY REFUND	220	22040					\$300.00	\$300.00
AMERICAN ENGINEERING TESTING, BOKOVOY, RICHARD	BUCHER PARK IMPROVEMENTS	459	43710	5300				\$2,600.00	\$2,600.00
COORDINATED BUSINESS SYSTEMS	PASS REFUND	220	22040					\$63.23	\$63.23
DELTA DENTAL	MITA LASER MAINTENANCE	101	40550	3860		004		\$237.21	\$237.21
	DENTAL COVERAGE: DECEMBER 2012	101	20415					\$6,880.43	\$7,093.99
		101	20411					\$213.56	
EICHINGER, ANGIE	AQUATICS - LEVEL 3	220	22040					\$71.00	\$71.00
FLORES, MEGHAN	PASS REFUND	220	22040					\$20.00	\$20.00
GENESIS EMPLOYEE BENEFITS, INC	ADMINISTRATION FEE: NOVEMBER, 2012	101	20416					\$364.90	
GENESIS EMPLOYEE BENEFITS, INC	FLEX - MED/DEPENDENT CARE 12/7/12	101	20431					\$114.95	
		101	20432					\$82.00	\$196.95
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001		\$16.20	
HANCE, JENNIFER	VOLLEYBALL GRADE 6-8	220	22040					\$49.00	\$49.00
HAWKINS, INC.	POOL & WHIRLPOOL CHEMICALS	220	43800	2160		001		\$395.63	\$395.63
HEFFRON, DALE	PASS REFUND	220	22040					\$45.00	\$45.00
HOME DEPOT, THE	TOOLS	601	45050	2400		001		\$418.37	\$418.37
IDE, RENE	PASS REFUND	220	22040					\$100.00	\$100.00
JULIAR, BLAIR	EROSION RED 3455 OWASSO ST RES 12-106	101	22030					\$500.00	\$500.00
KANSAS STATE BANK-GOVT FINANCE	CONTRACT LEASE PAYMENT/DECEMBER 2012	220	43800	3960				\$1,089.00	\$1,089.00
MATHESON TRI-GAS INC	CO2 FOR WHIRLPOOL	220	43800	2160		002		\$89.13	\$89.13
METROPOLITAN COURIER CORPORATI	ARMORED CAR SERVICES: NOVEMBER 2012	101	40500	4890				\$104.21	\$416.81
		220	43800	4890				\$104.20	
		601	45050	4890				\$104.20	
		602	45550	4890				\$104.20	
MINNESOTA POLLUTION CONTROL AG	SEWER TRAINING:MEYER/PFENNING/JOSLIN	602	45550	4500		003		\$900.00	
MINNESOTA SOCIETY OF PROF ENGI	MALONEY MEMBERSHIP DUES	101	42050	4330				\$335.00	\$335.00
NCPERS MINNESOTA	PERA LIFE INSURANCE: DECEMBER 2012	101	20413					\$240.00	\$240.00
OLSON, YVONNE	PASS REFUND	220	22040					\$74.24	\$74.24
PARTY AMERICA CORPORATE OFFICE	2012 EMPLOYEE REGOGNITION	101	40210	4890		003		\$40.70	\$40.70
PARTY AMERICA CORPORATE OFFICE	2012 EMPLOYEE REGOGNITION	101	40210	4890		003		\$44.65	\$44.65
Q3 CONTRACTING	PMT 4 FINAL ST LIGHTS PROJ 12-06	604	42600	5300				\$4,416.91	\$4,416.91
ROBB, TED	FACILITY REFUND	220	22040					\$50.00	\$50.00
SIGNATURE AQUATICS, INC	REPAIR TO BOAT SLIDE	220	43800	2200		003		\$591.49	\$591.49
STONEBRIDGE CONSTRUCTION	EROSION RED 4696 HODGSON RES 12-106	101	22030					\$500.00	
TJB HOMES INC	STREET REPAIR 4867 NOTTINGHAM RES 12-106	101	22020					\$2,500.00	\$2,500.00
UPPER CUT TREE SERVICES	PUBLIC STUMP REMOVALS W012-33	101	43900	3190		002		\$63.06	\$63.06
UPPER CUT TREE SERVICES	PUBLIC STUMP REMOVALS W012-36	101	43900	3190		002		\$59.90	\$59.90
UPPER CUT TREE SERVICES	PRIVATE TREE REMOVAL W012-30	101	43900	3190		003		\$689.89	\$689.89
UPPER CUT TREE SERVICES	PRIVATE TREE REMOVAL W012-35	101	43900	3190		003		\$428.50	\$428.50
VISION INTERNET PROVIDERS INC	PAYMENT FOR WEBSITE REDESIGN	101	40400	3190				\$43,824.00	\$43,824.00
Total of all invoices:								\$69,055.08	=====

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
ALLIED WASTE SERVICES #899	NOV ALLIED WASTE SERVICES 2012	210	42750	3190				\$28,768.90	\$28,768.90
ARDEN HILLS NOW BIKES	REPAIR SUPPLIES CC	220	43800	2240		002		\$15.00	\$15.00
C & E HARDWARE	RINK ATTENDANT KEY RINGS	225	43590	2170		001		\$9.23	\$9.23
COCA COLA REFRESHMENTS	WAVE CAFE BEVERAGE FOR RESALE	220	43800	2590		001		\$658.06	\$658.06
CUB FOODS	PRESCHOOL SUPPLIES	225	43555	2170				\$270.87	\$270.87
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001		\$15.34	\$15.34
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001		\$15.34	\$15.34
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001		\$15.34	\$15.34
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001		\$15.34	\$15.34
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001		\$16.24	\$16.24
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001		\$16.22	\$16.22
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001		\$15.34	\$15.34
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001		\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001		\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001		\$23.75	\$23.75
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001		\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001		\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001		\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001		\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001		\$19.99	\$19.99
KOLKIND, CHRIS	TUITION REIMBURSEMENT-NORTH HENNEPIN	101	43710	4500				\$495.24	
LEGARDE, CINDY	REIMBURSEMENT:PRESCHOOL SUPPLIES	225	43555	2170				\$60.89	\$60.89
LEXINGTON FLORAL	POINTSETTIAS FOR HOLIDAY DECORATIONS	220	43800	3190		004		\$152.92	\$152.92
METROPOLITAN COUNCIL ENVIRONME	SAC CHARGES FOR NOVEMBER 2012	602	20840					\$2,365.00	\$2,341.35
		602	34060					-\$23.65	
MINNESOTA DEPARTMENT OF REV -	ON ROAD DIESEL FUEL TAX: NOVEMBER 2012	701	46500	2120				\$277.59	
MINNESOTA DEPT LABOR AND INDUS	BUILDING SURCHARGE REPORT: NOVEMBER	101	20802					\$1,163.99	\$1,138.99
		101	34060					-\$25.00	
PRESS PUBLICATIONS	MARKETING FOR CC WEDDING SHOWCASE	220	43800	3190		004		\$810.96	
RICOH USA INC.	MAINTENANCE: COPIES AT MT CENTER	101	40200	3850		002		\$102.40	
RYAN LECLAIR	COMMUNITY CENTER FEE REFUND	220	43800	4890		003		\$26.73	\$26.73
SAM'S CLUB DIRECT	COMMUNITY CENTER SUPPLIES FOR RESALE	220	43800	2590		002		\$17.02	\$894.90
		220	43800	2590		001		\$429.00	
		220	43800	2591		002		\$199.04	
		220	43800	2591		001		\$118.08	
		220	43800	2591		003		\$131.76	
TARGET COMMERCIAL INVOICE	KIDS CARE/ICE SKATING SUPPLIES	225	43560	2170				\$68.86	\$87.16
		225	43580	2171				\$18.30	
TIVOLITOO, INC	POOL COLUMN THEMING & WAVE GLASS PANEL	459	43800	5300				\$1,848.85	
VERMONT SYSTEMS, INC	CUSTOM PROGRAMMING FOR VSI SOFTWARE	101	43400	4330				\$500.00	\$500.00
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001		\$899.77	\$899.77
WILS - WOMEN IN LEISURE SERVIC	WILS REGISTRATION FOR CAROL EMERT	225	43400	4500				\$25.00	\$25.00
Total of all invoices:								\$39,657.65	

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
ANDERSON, BRUCE	GIFT WRAPPING CLASS	220	22040				\$20.00	\$20.00
AUSTINSON, JOHN	BASKETBALL REF DEC 3 & 10	225	43510	3190		002	\$115.00	\$115.00
BRITTAIN, REBECCA	FACILITY REFUND	220	22040				\$50.00	\$50.00
CARLSON, STEPHANIE	FACILITY REFUND	220	22040				\$48.21	\$48.21
COOK, NINA	ACTIVITY REFUND	220	22040				\$141.40	\$141.40
FUN SERVICES	KIDS HOLIDAY SHOPPING SPREE INVENTORY	225	43580	3172		001	\$1,580.05	\$1,580.05
MOSLEY, ZEBBIE	BASKETBALL REF DEC 3 & 10	225	43510	3190		002	\$115.00	\$115.00
NOYES, BRIAN	BASKETBALL REF DEC 3 & 10	225	43510	3190		002	\$115.00	\$115.00
PACK #8, CUB SCOUT	FACILITY REFUND	220	22040				\$100.00	\$100.00
PARK, SARAH	FACILITY REFUND	220	22040				\$300.00	\$300.00
RAMSEY COUNTY TREASURER	LIFE INSURANCE: DECEMBER 2012	101	20414				\$2,719.57	\$2,919.57
		101	20417				\$200.00	
SORENSEN, MATTHEW	BASKETBALL REF DEC 3	225	43510	3190		002	\$69.00	\$69.00
T-MOBILE	WATER TOWER CARD	601	45050	3190			\$63.12	\$63.12
TOKLE INSPECTIONS INC	INSPECTION SERVICES DEC 2012	101	44300	3090			\$1,232.80	\$1,232.80
TRANG, LE	PASS REFUND	220	22040				\$139.26	\$139.26
TROOP #494, BOY SCOUT	FACILITY REFUND	220	22040				\$100.00	\$100.00
TYSON, ANTONIO	BASKETBALL REF DEC 10	225	43510	3190		002	\$46.00	\$46.00
VISION INTERNET PROVIDERS INC	SERVICE AGREEMENT FOR 2013	101	40400	3190			\$8,700.00	\$8,700.00
Total of all invoices:							\$15,854.41	=====

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
ENGBRETSON, DAN	WRESTLING CLASSES (ISLAND & TURTLE)	225	43510	3190		006		-\$912.00	-\$912.00
ANCHOR PAPER	COPY PAPER	101	40200	2010		001		\$563.78	\$563.78
COMMISSIONER OF REVENUE- WH TA	WITHHOLDING TAX - PAYDATE 12/14/12	101	21720					\$8,782.16	\$8,782.16
COMMUNITY HEALTH CHARITIES - M	EMPLOYEE CONTRIBUTIONS: 12-14-12	101	20420					\$103.25	\$103.25
DELUXE CORPORATION	TIF NOTE PAYMENT	415	48600	6020				\$374,725.90	\$399,082.90
		415	48600	6120				\$24,357.00	
ENGBRETSON, DAN	WRESTLING CLASSES (ISLAND & TURTLE)	225	43510	3190		006		\$912.00	\$912.00
GENESIS EMPLOYEE BENEFITS, INC	VEBA CONTRIBUTIONS: 12-14-12	101	20418					\$5,640.00	\$5,640.00
GENESIS EMPLOYEE BENEFITS, INC	FLEX - MED/DEPENDENT CARE 12-7-12	101	20431					\$1,346.81	
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001		\$16.48	\$16.48
ICMA/VANTAGEPOINT TRANSFER-300	EMPLOYEE CONTRIBUTION PYPRD END:12-07-12	101	21750					\$4,444.78	\$4,444.78
ICMA/VANTAGEPOINT TRANSFER-705	ROTH CONTRIBUTIONS: PAYDATE 12/30/11	101	20430					\$265.00	\$265.00
IDENTITY STORES, LLC	STAFF UNIFORMS	225	43510	2170		016		\$97.45	\$584.68
		225	43580	2172		001		\$97.45	
		225	43580	2170		001		\$97.45	
		225	43580	2170		002		\$97.45	
		225	43580	2170		003		\$97.44	
		225	43590	2173		003		\$97.44	
IDENTITY STORES, LLC	BIRTHDAY T-SHIRTS FOR RESALE	220	43800	2591		001		\$1,050.60	
LEXINGTON SHORES LLC	TIF NOTE PAYMENT/PER CONTRACT	417	48600	6020				\$11,689.82	\$51,613.39
		417	48600	6120				\$39,923.57	
LUTHER PROPERTIES	TIF REIMBURSEMENT - SINCLAIR GAS STATION	416	44100	4890				\$170,612.27	
MENARDS CASHWAY LUMBER *MAPLEW	MAIL BOX SUPPLIES	101	42200	2181		003		\$153.29	\$153.29
MINNESOTA CHILD SUPPORT PAYMEN	PAYDATE: 12-14-12	101	20435					\$217.50	\$217.50
MINNESOTA DEPARTMENT OF AGRICU	2013 NON-COMMERCIAL PESTICIDE AP RENEWAL	101	43710	4500				\$45.00	\$45.00
MINNESOTA ENVIRONMENTAL FUND	EMPLOYEE CONTRIBUTIONS: 12-14-12	101	20420					\$27.00	
PRESBYTERIAN HOMES HOUSING AND	TIF NOTE PAYMENT	416	48600	6120				\$4,041.58	\$4,041.58
PUBLIC EMPLOYEES RETIREMENT AS	EMPL/EMPLOYER CONTRIBUTIONS: 12/14/12	101	21740					\$27,708.35	\$27,708.35
SIGNATURE LIGHTING INC	STREET LIGHT REPAIR-KENT & TANGLEWOOD	604	42600	3810				\$338.72	\$338.72
TREASURY, DEPARTMENT OF	FEDERAL WITHHOLDING TAX: 12/14/12	101	21710					\$20,873.74	\$48,390.81
		101	21730					\$21,233.41	
		101	21735					\$6,283.66	
UNITED WAY - GREATER TWIN CITI	EMPLOYEE CONTRIBUTIONS: 12-14-12	101	20420					\$99.00	
WELLS FARGO BANK MN, NAT'L ASS	TIF NOTE PAYMENT/PER CONTRACT	305	48600	6020				\$24,630.06	\$24,630.06
Total of all invoices:								\$749,757.41	=====

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
ABLE HOSE & RUBBER INC.	BAUER CLAMPS FOR OSPREY NEST-BUCHER	101	43710	2240				\$34.61	\$34.61
ABLE HOSE & RUBBER INC.	PARTS FOR VAC-CON	701	46500	2180		001		\$259.80	\$259.80
ACTION SIGNWORKS LLC	PICKLEBALL COURT LINES	220	43800	3810		004		\$1,800.00	\$1,800.00
ALLEN, DEANNE	MINUTES - 11/19 CC	101	40200	3190		001		\$200.00	\$200.00
ALLEN, DEANNE	MINUTES - EDA 11/13/12	240	44400	3190				\$200.00	\$200.00
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTALS - MAINTENANCE CENTER	101	42200	3970				\$44.31	\$177.23
		601	45050	3970				\$44.31	
		602	45550	3970				\$44.31	
		603	45850	3970				\$22.15	
		701	46500	3970				\$22.15	
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTALS - MAINTENANCE CENTER	101	42200	3970				\$43.01	\$172.13
		601	45050	3970				\$43.01	
		602	45550	3970				\$43.01	
		603	45850	3970				\$21.55	
		701	46500	3970				\$21.55	
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTAL PARK MAINT.	101	43710	3970				\$60.23	\$60.23
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTAL PARK MAINT.	101	43710	3970				\$60.23	\$60.23
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTAL PARK MAINT.	101	43710	3970				\$60.23	\$60.23
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTAL PARK MAINT.	101	43710	3970				\$60.28	\$60.28
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTAL COMM. CNTR.	220	43800	3970				\$48.32	\$48.32
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTAL COMM. CNTR.	220	43800	3970				\$48.32	\$48.32
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTAL COMM. CNTR.	220	43800	3970				\$48.32	\$48.32
AMERI PRIDE LINEN & APPAREL SE	UNIFORM RENTAL COMM. CNTR.	220	43800	3970				\$48.32	\$48.32
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110				\$2,325.94	
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110				\$2,090.60	\$2,090.60
ARAMARK REFRESHMENT SERVICES	COFFEE & SUPPLIES MAINTENANCE CENTER	701	46500	2183		003		\$227.59	
ARMOUR, CINDY	NEW YEARS EVE FACE PAINTERS (3)	225	43580	3172		002		\$450.00	\$450.00
BACHRACH, BRIANNA	EXCEL BOOK REIMBURSE	101	43400	4500				\$24.95	\$24.95
BARSNESS, KIRSTIN	TIF CONSULTING-NOVEMBER	240	44400	3190				\$1,400.00	\$2,843.75
		101	22020					\$1,443.75	
BATTERIES PLUS - ROSEVILLE 029	BATTERY	601	45050	2280		004		\$26.73	
BEISSWENGERS HARDWARE	PLASTIC PIPE PARTS WELL 6	601	45050	2280		005		\$23.02	\$23.02
BEISSWENGERS HARDWARE	DECK SCREWS AND BIT	101	43710	2240				\$6.40	\$6.40
BEISSWENGERS HARDWARE	CHAIN SAW BLADES & POLE SAW BLADE	701	46500	2220		002		\$70.95	\$70.95
BEISSWENGERS HARDWARE	PARTS FOR CHLORIDE PUMP	701	46500	2180		001		\$5.86	\$5.86
BEISSWENGERS HARDWARE	SAW PARTS	701	46500	2220		002		\$16.99	\$16.99
BEISSWENGERS HARDWARE	SAW PARTS	701	46500	2220		002		\$16.44	\$16.44
BLACKBURN MANUFACTURING COMPAN	LOCATING FLAGS	601	45050	2280		001		\$248.82	\$248.82
BRADLEY & DEIKE, PA	MIDLAND PLAZA CONSULTING	101	22020					\$1,343.00	\$1,343.00
BROCK WHITE, LLC	WHITE POLY FOR HOCKEY RINK NORTH ENDS	101	43710	2240				\$277.46	\$277.46
C & E HARDWARE	FENCE REPAIR SUPPLIES	101	42200	2180		003		\$5.42	\$5.42
C & E HARDWARE	FENCE REPAIR SUPPLIES	101	42200	2180		003		\$7.65	\$7.65
C & E HARDWARE	SUPPLIES	701	46500	2180		001		\$13.85	\$13.85
C & E HARDWARE	LIGHT	701	46500	2180		001		\$8.46	\$8.46
CDW GOVERNMENT, INC	PC REPLACEMENTS	422	40550	5800				\$709.54	\$709.54
COMPLETE HEALTH, ENVIRONMENTAL	NOV MTCE PLAN	101	40210	3190		007		\$610.00	\$610.00
DAKOTA COUNTY TECHNICAL COLLEGE	DEFENSIVE DRIVING SNOW PLOW (4 PEOPLE)	601	45050	4500		003		\$400.00	\$800.00
		101	42200	4500		001		\$400.00	
DONNOHUE DESIGNS SANDBLASTING	SANDBLAST BOB-CAT PLOW	701	46500	3190		002		\$350.00	\$350.00
ENVIRONMENTAL PRODUCTS & ACCESS	SUPPLIES FOR VAC-CON	602	45550	2280		001		\$87.47	
		603	45850	2180		001		\$87.48	\$174.95

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
FLEETPRIDE	PARTS FOR UNIT 210	701	46500	2220		001		\$104.36	
FLEXIBLE PIPE TOOL COMPANY	RODS FOR RODDER	602	45550	2280		002		\$1,597.78	\$1,597.78
GOPHER STATE ONE-CALL	GOPHER ONE LOCATE CHARGE	601	45050	3190		001		\$83.53	\$334.11
		602	45550	3190		001		\$83.53	
		603	45850	3190		001		\$83.52	
		604	42600	3190				\$83.52	
		601	45050	3190		001		\$.01	
GRAINGER, INC.	SWITCH FOR CHLORIDE PUMP	701	46500	2220		002		\$19.82	\$19.82
GRAINGER, INC.	PUMP FOR CHLORIDE TANK	701	46500	2220		002		\$600.17	\$600.17
H & L MESABI, INC.	PLOW BLADES FOR STOCK	701	46500	2180		001		\$222.30	
HAWKINS, INC.	FLOURIDE FOR BOOSTER	601	45050	2160		001		\$2,770.94	\$2,770.94
HILLCREST ANIMAL HOSPITAL	BOARDING FEES - NOVEMBER 2012	101	41100	3199				\$4.50	\$4.50
HOBART CORPORATION	MAINTENANCE TO SHOREVIEW ROOM STOVE	220	43800	3890				\$913.69	\$913.69
INSTRUMENTAL RESEARCH INC	WATER SAMPLES	601	45050	3190		004		\$240.00	\$240.00
JEFF ELLIS & ASSOCIATES, INC	12 LIFE GUARD LICENSES	220	43800	3190		007		\$837.00	\$837.00
JEFF ELLIS & ASSOCIATES, INC	ANNUAL CLIENT RETAINER FEE	220	43800	3190		007		\$750.00	\$750.00
LEAGUE OF MINNESOTA CITIES	CONFERENCE - EMY JOHNSON	101	15500					\$299.00	\$299.00
LILLIE SUBURBAN NEWSPAPERS INC	LEGAL NOTICES	443	47000	5950				\$30.88	\$90.52
		101	40200	3360		001		\$59.64	
LINDERS GREENHOUSE *** ST. PAU	WINTER DECORATIONS FOR CC	220	43800	2180		002		\$887.03	\$887.03
MCCAREN DESIGNS INC	MONTHLY HORTICULTURE SERVICE	220	43800	3190		007		\$1,278.23	\$1,278.23
MENARDS CASHWAY LUMBER **FRIDL	GARDEN STAPLES FOR WHITE POLY -RINKS	101	43710	2240				\$152.87	
MOSQUITO PRODUCTIONS	DIVE IN MOVIE FOR NOVEMBER 2012	225	43590	3173		001		\$318.70	\$318.70
NAPA AUTO PARTS	SUPPLIES	701	46500	2180		001		\$58.74	\$58.74
NAPA AUTO PARTS	SUPPLIES	701	46500	2180		001		\$19.22	\$19.22
NORTHERN ELECTRICAL CONTRACTOR	POOL SHUTDOWN PROJECT WORK	405	43800	3810				\$8,102.43	\$8,102.43
OFFICE DEPOT	CASH DEPOSIT ENVELOPES	220	43800	2010		001		\$10.69	\$42.74
		101	43400	2010				\$10.69	
		101	40500	2010		008		\$10.69	
		601	45050	2010		001		\$10.67	
OFFICE DEPOT	PLANNER	101	40200	2010		006		\$8.70	
OFFICE DEPOT	GENERAL OFFICE SUPPLIES	101	43400	2010				\$157.85	\$157.85
OFFICE DEPOT	NEW YEARS EVE EVENT SUPPLIES	225	43580	2172		002		\$204.76	\$204.76
OFFICE DEPOT	GENERAL OFFICE SUPPLIES	101	40200	2010		002		\$104.22	\$116.10
		101	40500	2010		008		\$11.88	
OFFICE DEPOT	HRC SUPPLIES	101	40100	2180				\$33.96	
OPTUMHEALTH FINANCIAL SERVICES	NOV COBRA FEE	101	40210	3190		003		\$45.00	\$45.00
PELTON, JULIE	MILEAGE REIMBURSEMENT/JOB DISPLAY SUPPLIES	101	40210	3270				\$178.11	\$185.66
		101	40210	2180				\$7.55	
PIONEER RIM & WHEEL CO.	CASTER ASSY FOR STOCK	701	46500	2180		001		\$23.87	\$23.87
POWER MUSIC, INC.	WINTER 2013 GRP FIT MUSIC ORDER 1	225	43530	2170		003		\$79.80	\$79.80
PRESS PUBLICATIONS	ACCESS SHOREVIEW-NOVEMBER 2012	101	40400	3390		003		\$270.30	\$220.27
		101	40400	3360				-\$50.03	
RAMSEY COUNTY	911 SERVICES NOVEMBER 2012	101	41100	3198				\$8,062.67	\$8,062.67
RAMSEY COUNTY	FLEET SUPPORT - NOVEMBER 2012	101	41500	3890				\$24.96	\$24.96
RAMSEY COUNTY	LAW ENFORCEMENT SERVICES - DECEMBER 2012	101	41100	3190		001		\$153,395.28	\$153,395.28
RAMSEY COUNTY PROPERTY RECORDS	EMERGENCY COMMUNICATION RADIO USER FEE	701	46500	4330				\$134.16	\$134.16
RICOH AMERICA'S CORPORATION	UTILITY BILL PRINTER REPLACEMENT	422	40550	5800				\$5,992.49	\$5,992.49
ST. PAUL STAMP WORKS, INCORPOR	NAMETAGS - EMY JOHNSON	101	40200	4890				\$22.39	\$22.39
ST. PAUL STAMP WORKS, INCORPOR	NAME BADGES	101	40200	2010		006		\$22.39	
ST. PAUL, CITY OF	RIVERPRINT: BUSINESS CARDS (2 EMPLOYEES)	101	43400	2010				\$80.16	\$80.16

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
ST. PAUL, CITY OF	RIVERPRINT: SCHOOL NEWSLETTER 2550	225	43400	3390				\$828.90	\$828.90
ST. PAUL, CITY OF	RIVERPRINT: SCHOOL FLYERS 1700	225	43400	3390				\$505.07	\$505.07
ST. PAUL, CITY OF	RIVERPRINT: MEMBERSHIP BROCHURES	459	43800	3190		007		\$79.94	\$79.94
ST. PAUL, CITY OF	RIVERPRINT:CC COUPON SHEETS & ENVELOPES	220	43800	2010				\$1,362.34	\$1,362.34
ST. PAUL, CITY OF	RIVERPRINT:SPRING ACTIVITIES GUIDE	225	43400	3390				\$1,052.72	\$1,052.72
ST. PAUL, CITY OF	RIVERPRINT: BUSINESS CARDS (4)	101	44300	2010				\$42.75	\$149.63
		101	42050	2010				\$64.13	
		101	44100	2010				\$21.38	
		101	40100	2180				\$21.37	
ST. PAUL, CITY OF	RIVERPRINT: CC LETTERHEAD	220	43800	2010				\$288.58	
ST. PAUL, CITY OF	RIVERPRINT:INTERNAL FACILITY REQ FORM	225	43400	2180				\$117.30	\$117.30
ST. PAUL, CITY OF	RIVERPRINT: MEMBERSHIP FORMS	220	43800	2010				\$177.36	\$177.36
ST. PAUL, CITY OF	RIVERPRINT: BUSINESS CARDS	225	43400	2180				\$165.66	\$165.66
ST. PAUL, CITY OF	RIVERPRINT: INSPECTION COMPLIANCE FORM	101	44100	2010				\$153.78	\$153.78
STAR TRIBUNE	SUBSCRIPTION - 11/19/12 - 2/18/13	101	40200	4330		009		\$36.40	\$36.40
STEPP MANUFACTURING CO INC	CRACK FILLER REPAIRS/LESS CREDIT	701	46500	2220		002		\$1,180.76	\$2,251.24
		701	46500	3190		002		\$1,070.48	
STEPP MANUFACTURING CO INC	NEW HEATING ELEMENT FOR CRACK FILLER	701	46500	2220		002		\$506.26	
TOUSLEY FORD, INC	PARTS FOR UNIT 501	701	46500	2220		001		\$112.77	\$112.77
TOUSLEY FORD, INC	PARTS FOR UNIT 304	701	46500	2220		001		\$86.64	\$86.64
TWIN CITIES NO. CHAMBER OF COM	MEMBERSHIP DUES - 12/1/12 - 11/30/13	240	44400	4330				\$500.00	\$500.00
USF HOLLAND INC	SNAIL LAKE AUGMENTATION SCREEN SHIPMENT	603	45900	3190				\$580.74	\$580.74
VAN PAPER COMPANY	TRASH BAGS FOR PARKS	101	43710	2240				\$76.67	\$76.67
VIKING INDUSTRIAL CENTER	SAFETY JACKET	101	42200	3970		001		\$19.25	
		601	45050	3970		001		\$19.25	\$77.00
		602	45550	3970		001		\$19.25	
		603	45850	3970		001		\$9.62	
		701	46500	3970		001		\$9.63	
W.D.LARSON COMPANIES LTD, INC.	FILTERS	701	46500	2180		001		\$41.05	\$41.05
YOCUM OIL COMPANY INC.	UNLEADED FUEL FOR MAINT CENTER	701	46500	2120		001		\$4,492.79	\$4,492.79
YOCUM OIL COMPANY INC.	ON RD FUEL FOR MAINT CENTER	701	46500	2120		002		\$3,263.48	\$3,263.48
YOCUM OIL COMPANY INC.	OFF RD FUEL FOR MAINT CENTER	701	46500	2120		003		\$3,236.30	\$3,236.30

Total of all invoices: \$224,553.63

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Purchase Voucher

City of Shoreview
 4600 Victoria Street North
 Shoreview MN 55126

Voucher Number	31,698
Vendor number	01901 1 2012
Vendor name	ALLIED WASTE SERVICES #899
Address	PO BOX 9001154 LOUISVILLE, KY 40290-1154

Date	Comment line on check	Invoice number	Amount
11-25-12	NOV ALLIED WASTE SERVICES 2012	0899-002174889	\$28,768.90

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	\$28,768.90

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

Reviewed by: 
 (signature required) Charlie Grill

Approved by: 
 (signature required) Terry Schwerm

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

Quote 1	
Quote 2	
Explanation if no quote received	

Purchase Voucher

City of Shoreview
 4600 Victoria Street North
 Shoreview MN 55126

Voucher Number	31,822
Vendor number	00179 1 2012
Vendor name	DELUXE CORPORATION
Address	3680 VICTORIA STREET N SHOREVIEW MN 55126

Date	Comment line on check	Invoice number	Amount
12-13-12	TIF NOTE PAYMENT	12-17-12	\$399,082.90

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
415 48600 6020	\$374,725.90
415 48600 6120	\$24,357.00

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

Reviewed by: Deborah Maloney
 (signature required) Deborah Maloney

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	31,819		
Vendor number	00328 1	2012	
Vendor name	LEXINGTON SHORES LLC		
Address	ATTN: MR. LARRY KELLY 1525 SOUTH 4TH STREET MINNEAPOLIS, MN 55454		

Date	Comment line on check	Invoice number	Amount
12-13-12	TIF NOTE PAYMENT/PER CONTRACT	12/17/12	\$51,613.39

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
417 48600 6020	\$11,689.82
417 48600 6120	\$39,923.57

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

Reviewed by: Deborah Maloney
 (signature required) Deborah Maloney

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	31,812
Vendor number	2012
Vendor name	LUTHER PROPERTIES
Address	201 W. COUNTY ROAD E2 NEW BRIGHTON MN 55112

Date	Comment line on check	Invoice number	Amount
12-13-12	TIF REIMBURSEMENT - SINCLAIR GAS STATION	12-13-12	\$170,612.27

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
416 44100 4890	\$170,612.27

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

Reviewed by: Terri Hoffard
 (signature required) Terri Hoffard

Approved by: Terry Schwerm
 (signature required) Terry Schwerm

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	31,817		
Vendor number	00545 1	2012	
Vendor name	PUBLIC EMPLOYEES RETIREMENT ASSOC.		
Address	P.O. BOX 75608 ST. PAUL MN 55175-0608		
EFT TRANSACTION - NO CHECK PRINTS			

Date	Comment line on check	Invoice number	Amount
12-13-12	EMPL/EMPLOYER CONTRIBUTIONS: 12/14/12	12/14/12	\$27,708.35

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

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

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

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

Cooperative purchasing venture consideration requirement does not apply.

Return to: _____

Account Coding	Amount
101 21740	\$27,708.35

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

Reviewed by: Deborah Maloney
 (signature required) Deborah Maloney

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	31,815
Vendor number	01446 1 2012
Vendor name	TREASURY, DEPARTMENT OF
Address	INTERNAL REVENUE SVC - EFT/NO CHECK EFTPS ENROLLMENT PROCESSING P.O. BOX 4210 IOWA CITY IA 52244

Date	Comment line on check	Invoice number	Amount
12-13-12	FEDERAL WITHHOLDING TAX: 12/14/12	12/14/12	\$48,390.81

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
101 21710	\$20,873.74
101 21730	\$21,233.41
101 21735	\$6,283.66

Is sales tax included on invoice?	MN 6.875%
If no, amount subject to sales use tax	\$

Reviewed by: Deborah Maloney
 (signature required) Deborah Maloney

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	31,676
Vendor number	02509 1 2012
Vendor name	VISION INTERNET PROVIDERS INC
Address	PO BOX 251588 LOS ANGELES CA 90025

Date	Comment line on check	Invoice number	Amount
12-05-12	PAYMENT FOR WEBSITE REDESIGN	23510	\$43,824.00

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

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

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

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

Cooperative purchasing venture consideration requirement does not apply.

Return to: _____

Account Coding	Amount
101 40400 3190	\$43,824.00

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

Reviewed by: Tessia Melvin
 (signature required) Tessia Melvin

Approved by: Terry Schwerm
 (signature required) Terry Schwerm

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

Quote 1	
Quote 2	
Explanation if no quote received	

LICENSE APPLICATIONS

Moved by Councilmember _____

Seconded by Councilmember _____

To approve the License Applications as listed on the attached report dated December 17, 2012.

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

December 17, 2012
Regular Council Meeting

CITY OF SHOREVIEW - LICENSE APPLICATIONS
December 17, 2012

<u>BUSINESS NAME</u>	<u>TYPE</u>
Shoreview Quik Stop	Tobacco Products License
Gas Plus 16	Tobacco Products License
Gas Plus 11	Tobacco Products License
North Suburban BP	Tobacco Products License
Automotive Ventures Group Inc	Tobacco Products License
Shoreview BP	Tobacco Products License
Rainbow Foods	Tobacco Products License
Gramsie Corner Mart	Tobacco Products License
Croix Convenience – Rice Creek	Tobacco Products License
J. R. Fielding & Company	Tobacco Products License

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

To adopt resolution 12-109 designating official depositories for Shoreview City funds for the year 2013.

ROLL CALL:

AYES

NAYS

HUFFMAN

QUIGLEY

WICKSTROM

WITHHART

MARTIN

REGULAR COUNCIL MEETING
DECEMBER 17, 2012

TO: City Manager, Terry Schwerm
Mayor and City Council

FROM: Fred W. Espe, Assistant Finance Director

DATE: December 12, 2012

SUBJECT: 2013 Official Depositories

INTRODUCTION

According to state law, cities must designate the official depositories for city funds each year. Our official depository for daily banking services is US Bank Shoreview. On a daily basis, excess funds are swept from our checking account at US Bank into the 4M fund and invested in allowable investments. This enables the City to earn a higher rate of interest on its daily cash balance.

DISCUSSION

During the year, additional investments are made with RBC Capital Markets, Incorporated; Wells Fargo Securities, LLC; Wells Fargo Bank; Sterne Agee & Leach, Inc.; and Morgan Stanley Smith Barney, LLC. All of the City's investments are in accordance with Minnesota statutes and the City's investment policy adopted by the City Council on January 4, 1999.

RECOMMENDATION

Staff recommends approval of resolution 12-109 designating official depositories for Shoreview City funds for the year 2013.

**EXTRACT OF MINUTES OF MEETING OF THE
CITY COUNCIL OF SHOREVIEW, MINNESOTA
HELD DECEMBER 17, 2012**

* * * * *

Pursuant to due call and notice thereof, a Regular 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 December 17, 2012 at 7:00 P.M. The following members were present:

and the following members were absent: _____.

Councilmember _____ introduced the following resolution and moved its adoption.

RESOLUTION 12-109

**RESOLUTION DESIGNATING OFFICIAL DEPOSITORIES FOR
SHOREVIEW CITY FUNDS FOR THE YEAR 2013
AND PROVIDING FOR AN INVESTMENT PROGRAM FOR IDLE FUNDS**

WHEREAS, Minnesota Statutes, section 427.01 requires that the City Council of any city designate a depository for city funds.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Shoreview that the below listed nine (9) institutions be and hereby are designated as the official depositories for the City of Shoreview, Minnesota, demand and time deposit funds for the year 2013.

1. RBC Capital Markets, Incorporated
2. Voyageur Asset Management Inc / PMA Financial Network, Inc. (4M Fund)
3. Wells Fargo Securities, LLC
4. Wells Fargo Bank
5. Morgan Stanley Smith Barney, LLC
6. US Bancorp
7. US Bank Corporate Trust Services
8. US Bank Shoreview
9. Sterne Agee & Leach

BE IT FURTHER RESOLVED that the City Treasurer is directed to invest City funds in those approved securities or deposits in other permitted financial institutions as authorized by Minnesota Statutes Chapter 118A and other statutory authority in order to provide the City with a flexible, sound investment program, and to authorize the Finance Director/Treasurer to substitute acceptable forms of collateral as needed at US Bank - Shoreview.

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

and the following voted against same: _____.

WHEREUPON, said resolution was declared duly passed and adopted this 17th day of December 2012.

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

I, the undersigned, being the duly qualified and 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 held on the 17th day of December, 2012, with the original thereof on file in my office and same is a full, true, and complete transcript therefrom insofar as the same relates to Designating Official Depositories for Shoreview City Funds for the Year 2013 and Providing for an Investment Program for Idle Funds.

WITNESS MY HAND officially as such City Manager and the corporate seal of the City of Shoreview, Minnesota, this 17th day of December 2012.

Terry Schwerm
City Manager

SEAL

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SUPPORTED BY COUNCILMEMBER _____

to adopt resolution 12-110 directing the County Auditor to certify delinquent sewer, water, surface water and street light utility accounts for collection with property taxes payable in 2013 as indicated by the attached listing.

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

Regular Council Meeting
December 17, 2012

TO: Terry Schwerm, City Manager
Mayor and City Council

FROM: Terese Roesler, Accounting Clerk

DATE: December 13, 2012

SUBJECT: Certification of Delinquent Utility Accounts

In October, a notice was sent to all utility customers with a delinquent balance greater than \$100 and over 90 days past due (three months overdue). The notice informed the customer that the past due amount would be certified to their 2013 property tax bill if payment was not received by December 4, 2012.

Attached is a list of utility accounts that remained delinquent as of December 12, 2012.

The table below provides a listing of amounts certified annually for the past five years, in comparison to 2012 delinquent accounts.

Year	Number of Accounts	Amount Certified
2007	190	98,226.83
2008	208	111,412.56
2009	214	129,402.46
2010	213	148,420.47
2011	227	164,252.19
2012	220	165,335.05

Staff recommends adoption of Resolution 12-110 certifying delinquent utility accounts to the County Auditor.

EXTRACT OF MINUTES OF MEETING OF THE
CITY COUNCIL OF SHOREVIEW, MINNESOTA
HELD DECEMBER 17, 2012

* * * * *

Pursuant to due call and notice thereof, a regular 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 December 17, 2012 at 7:00 P.M. The following members were present: _____
_____.

And the following members were absent: _____.

Councilmember _____ introduced the following resolution and moved its adoption.

RESOLUTION NO. 12-110

RESOLUTION AUTHORIZING THE COLLECTION OF DELINQUENT
UTILITY ACCOUNTS

WHEREAS, certain utility charges are now, and have been delinquent and are owed to the City of Shoreview, and

WHEREAS, due and proper notice has been given, and

NOW, THEREFORE, BE IT RESOLVED that the City Manager is hereby authorized and directed to certify to the County Auditor the amount of these delinquent accounts, together with a legal description of the premises served.

IT IS FURTHER RESOLVED, that the County Auditor is hereby requested to enter the amount of such delinquent accounts as part of the tax levy on the premises served to be collected during the ensuing year.

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

And the following voted against: _____.

WHEREUPON, said resolution was declared duly passed and adopted.

See the attached 9 pages.

UTILITY SYSTEM
COUNCIL CERTIFICATION REGISTER

Acct#	Res	PIN	Service Address	Total
124743	1	PIN: 023023110098	5902 CARLSON STREET	549.54
124925	1	PIN: 013023210015	492 COUNTY ROAD J W	866.38
124974	1	PIN: 023023110016	684 COUNTY ROAD J W	104.18
125542	1	PIN: 023023110061	5903 HODGSON ROAD	1,346.33
126276	1	PIN: 013023210009	448 COUNTY ROAD J W	124.58
126862	1	PIN: 023023110010	655 EMIL AVENUE	2,102.68
126870	1	PIN: 023023110101	5914 CARLSON STREET	157.57
127076	1	PIN: 013023220053	542 EMIL AVENUE	965.22
128744	1	PIN: 043023430068	1733 PINWOOD DRIVE	1,181.88
129148	1	PIN: 043023410065	1684 HILLVIEW ROAD	1,210.28
129817	1	PIN: 043023420018	1779 LOIS DRIVE	855.30
130179	1	PIN: 043023420010	1763 LOIS DRIVE	1,026.98
130229	1	PIN: 043023420009	1755 LOIS DRIVE	626.39
130484	1	PIN: 043023430052	1724 TERRACE DRIVE	724.43
130583	1	PIN: 043023430003	1716 HILLVIEW ROAD	1,179.42
130963	1	PIN: 043023440023	5628 ALDINE STREET	942.01
136895	1	PIN: 023023330086	5619 CHATSWORTH STREET	554.62
141754	1	PIN: 033023120023	1295 ROYAL OAKS DRIVE W	1,528.17
148486	1	PIN: 023023110052	675 EMIL AVENUE	715.08
151258	1	PIN: 033023320070	1484 KNOLL DRIVE	252.11
154369	1	PIN: 023023240229	851 SHERWOOD ROAD	626.73
154500	1	PIN: 023023240249	930 LAWNVIEW AVENUE	608.69
154872	1	PIN: 033023340033	5535 KNOLL DRIVE	951.25
155754	1	PIN: 023023240199	826 SHERWOOD ROAD	681.25
156372	1	PIN: 033023340039	5565 KNOLL DRIVE	410.75

UTILITY SYSTEM
COUNCIL CERTIFICATION REGISTER

Acct#	Res	PIN	Service Address	Total
156885	1	PIN: 033023340027	5544 KNOLL DRIVE	746.19
157180	1	PIN: 013023330154	5590 DONEGAL DRIVE	1,299.99
157248	1	PIN: 013023330164	5570 DONEGAL DRIVE	904.73
157644	1	PIN: 013023210025	5888 STEPHEN CIRCLE	1,136.36
157909	1	PIN: 033023320003	1507 SHERWOOD ROAD	616.17
157982	1	PIN: 033023340028	5540 KNOLL DRIVE	734.08
158170	1	PIN: 013023220097	5885 STEPHEN CIRCLE	648.38
158634	1	PIN: 023023220007	5886 OXFORD STREET	1,062.99
158741	1	PIN: 033023320009	1527 SHERWOOD ROAD	183.09
158840	1	PIN: 033023340066	5590 ALBERT STREET	480.69
158881	1	PIN: 033023340023	1331 KNOLL DRIVE	848.39
159012	1	PIN: 033023340014	1375 KNOLL DRIVE	121.43
159376	1	PIN: 033023310016	1406 WILLOW CREEK LANE	1,560.04
160325	1	PIN: 023023110047	715 EMIL AVENUE	1,544.55
160358	1	PIN: 033023330087	1515 PINWOOD DRIVE	1,082.80
162297	1	PIN: 023023320214	998 HILL COURT	742.37
163873	1	PIN: 013023240004	412 BUCHER AVENUE	1,694.60
163956	1	PIN: 023023410012	5753 HODGSON ROAD	1,056.96
164525	1	PIN: 013023430003	5620 TURTLE LAKE ROAD	994.41
164640	1	PIN: 033023110099	1172 WOODCREST AVENUE	946.85
165548	1	PIN: 033023320065	1520 OAKWOOD DRIVE	1,631.26
167189	1	PIN: 013023210003	400 COUNTY ROAD J W	1,091.00
167353	1	PIN: 023023320042	5653 CHATSWORTH STREET N	827.03
167650	1	PIN: 023023210049	5985 ROBIN OAK COURT	1,711.01
168443	1	PIN: 013023230045	525 SHERWOOD ROAD	294.33

UTILITY SYSTEM
COUNCIL CERTIFICATION REGISTER

Acct#	Res	PIN	Service Address	Total
169185	1	PIN: 013023430011	335 OAKWOOD DRIVE	1,053.15
169870	1	PIN: 033023240062	5869 RIDGE CREEK ROAD	533.38
172221	1	PIN: 013023420008	344 SHERWOOD ROAD	1,177.52
172395	1	PIN: 033023240019	5765 RIDGE CREEK ROAD	1,140.90
172965	1	PIN: 033023440010	1181 LEPAK COURT	919.51
173021	1	PIN: 013023320171	5695 DONEGAL COURT	122.32
173161	1	PIN: 033023420226	1302 SUNVIEW COURT	700.30
173955	1	PIN: 023023330083	5597 CHATSWORTH STREET	926.64
175653	1	PIN: 033023120012	1304 ROYAL OAKS DRIVE W	770.89
176891	1	PIN: 013023310070	5733 WILLOW TRAIL	377.99
177766	1	PIN: 013023320112	5714 HEATHER RIDGE DRIVE	228.57
178574	1	PIN: 013023310085	5699 TURTLE LAKE ROAD	265.73
180349	1	PIN: 033023210100	5931 LEXINGTON AVENUE N	851.21
182287	1	PIN: 033023120006	1326 ROYAL OAKS DRIVE W	127.73
183178	1	PIN: 013023330123	5647 HEATHER RIDGE COURT	1,040.96
183293	1	PIN: 023023320142	1095 LOIS DRIVE	348.61
184689	1	PIN: 033023130150	5759 WILLOW LANE N	954.33
212365	1	PIN: 233023410021	4260 REILAND LANE	1,504.23
212910	1	PIN: 113023440011	644 BIRCH LANE N	1,575.93
213942	1	PIN: 143023220068	1013 OAKRIDGE AVENUE	135.85
216010	1	PIN: 143023220062	4984 TURTLE LANE W	560.30
216580	1	PIN: 113023440007	627 BIRCH LANE N	1,095.97
217125	1	PIN: 233023440036	4094 BRIGADOON DRIVE	634.07
217315	1	PIN: 143023220059	4954 TURTLE LANE W	189.19
217802	1	PIN: 233023220040	4504 LEXINGTON AVENUE N	721.84

UTILITY SYSTEM
COUNCIL CERTIFICATION REGISTER

Acct#	Res	PIN	Service Address	Total
218115	1	PIN: 143023240035	4835 NOTTINGHAM PLACE	739.18
218925	1	PIN: 233023420007	4306 BRIGADOON DRIVE	814.21
220053	1	PIN: 143023340014	4640 CHATSWORTH STREET	236.47
220384	1	PIN: 233023340291	4192 NANCY PLACE	790.79
220970	1	PIN: 233023340003	4203 SHIRLEE LANE N	613.55
221200	1	PIN: 233023310038	909 COLLEEN AVENUE	695.22
221481	1	PIN: 233023410059	4240 HIGHLAND DRIVE	230.81
222125	1	PIN: 233023340251	4160 NANCY PLACE	369.80
222141	1	PIN: 233023340253	4156 NANCY PLACE	626.78
222646	1	PIN: 143023320159	1094 CARMEL COURT	480.04
223016	1	PIN: 143023320202	1058 CARMEL COURT	475.71
223107	1	PIN: 143023320197	1072 CARMEL COURT	322.71
223396	1	PIN: 143023320058	1030 CARMEL COURT	551.88
223461	1	PIN: 143023320177	993 CARMEL COURT	703.52
223735	1	PIN: 233023340246	4140 NANCY PLACE	1,408.85
224287	1	PIN: 143023320132	978 CARMEL COURT	645.80
225987	1	PIN: 113023120007	814 COUNTY ROAD I W	1,170.11
226548	1	PIN: 233023340235	890 NANCY CIRCLE	452.36
226563	1	PIN: 233023340233	884 NANCY CIRCLE	727.43
226761	1	PIN: 113023220044	5486 LAKE AVENUE	149.85
227488	2	PIN: 113023410001	5277 HODGSON ROAD	472.21
227579	1	PIN: 233023310107	4238 SYLVIA LANE N	923.47
228163	1	PIN: 113023320001	1090 NELSON DRIVE	160.03
231548	1	PIN: 113023110029	640 TAYLOR AVENUE	593.05
231910	1	PIN: 233023130068	4326 HIGHLAND DRIVE	640.03

UTILITY SYSTEM
COUNCIL CERTIFICATION REGISTER

Acct#	Res	PIN	Service Address	Total
233072	1	PIN: 143023310182	891 MONTEREY DRIVE	687.23
234278	1	PIN: 143023310179	881 MONTEREY DRIVE	447.26
234948	1	PIN: 143023230089	4846 CHURCHILL STREET	910.12
234997	1	PIN: 143023230034	1082 CHURCHILL CIRCLE	793.79
235382	1	PIN: 143023410085	4762 DEBRA CIRCLE	1,086.05
235812	1	PIN: 143023310136	866 MONTEREY DRIVE	204.35
236794	1	PIN: 233023220052	1031 BRIDGE STREET	481.05
236943	1	PIN: 143023410080	4745 DEBRA LANE	870.54
237297	1	PIN: 133023230021	545 KENT COURT	807.83
237917	1	PIN: 133023310028	428 TANGLEWOOD DRIVE	1,540.11
238428	1	PIN: 143023310141	872 MONTEREY DRIVE	654.47
239046	1	PIN: 233023220099	4495 CHURCHILL STREET	351.17
239277	1	PIN: 133023230103	4854 KENT DRIVE	409.53
239731	1	PIN: 233023220135	4474 CHURCHILL STREET	493.56
239814	1	PIN: 143023140057	687 MAPLE POND COURT	783.52
240234	1	PIN: 143023410084	4766 DEBRA CIRCLE	1,124.21
240515	1	PIN: 113023230011	5396 LEXINGTON AVENUE N	308.20
241364	1	PIN: 233023220149	4432 CHURCHILL STREET	509.31
241737	3	PIN: 143023110018	685 SCHIFSKY ROAD	761.90
242909	1	PIN: 233023230103	1037 AMBLE ROAD	201.82
245043	1	PIN: 233023430033	873 WESTVIEW COURT	526.61
245159	1	PIN: 233023220006	1000 BRIDGE STREET	302.17
245613	1	PIN: 233023230070	4385 CHATSWORTH STREET N	577.94
245696	1	PIN: 233023420088	4237 VICTORIA STREET N	264.92
245985	1	PIN: 233023340132	4170 SYLVIA LANE S	136.04

UTILITY SYSTEM
COUNCIL CERTIFICATION REGISTER

Acct#	Res	PIN	Service Address	Total
246314	1	PIN: 233023230043	1094 CHURCHILL PLACE	1,221.36
246579	1	PIN: 233023340193	4127 SYLVIA LANE S	279.51
246769	1	PIN: 233023340177	4157 SYLVIA COURT	794.55
247056	1	PIN: 233023340145	4140 SYLVIA LANE S	745.01
247122	1	PIN: 233023340140	4154 SYLVIA LANE S	655.14
247163	1	PIN: 233023340136	4162 SYLVIA LANE S	150.14
248054	1	PIN: 233023230228	4364 CHATSWORTH STREET N	710.70
248658	1	PIN: 113023230018	5280 OXFORD STREET	728.02
248708	1	PIN: 233023230212	4478 VICTORIA STREET N	774.07
249177	1	PIN: 233023220028	4470 CHATSWORTH ST N	1,868.53
249664	1	PIN: 133023310009	4707 HODGSON ROAD	849.50
250431	1	PIN: 133023330023	4644 KENT STREET	840.38
251785	3	PIN: 133023330077	597 HWY 96 W	523.25
251827	1	PIN: 143023420111	4783 AVON STREET	198.52
251983	1	PIN: 233023220026	4484 CHATSWORTH ST	678.77
252080	1	PIN: 143023420110	4785 AVON STREET	242.55
252486	1	PIN: 133023340007	4664 MACKUBIN COURT	893.27
252767	1	PIN: 143023420071	848 MARTHA LAKE COURT	597.63
252791	1	PIN: 233023340040	4180 SYLVIA LANE S	641.82
252940	1	PIN: 233023230023	4402 CHURCHILL STREET	665.12
253245	1	PIN: 233023340033	4204 SYLVIA LANE S	234.42
253443	1	PIN: 233023340050	4195 SYLVIA LANE S	553.38
254078	1	PIN: 143023420093	4770 ANDERSON LANE	374.94
256594	1	PIN: 133023320057	4794 KENT STREET	987.09
282913	1	PIN: 113023220017	5475 LAKE AVENUE	1,223.97

UTILITY SYSTEM
 COUNCIL CERTIFICATION REGISTER

Acct#	Res	PIN	Service Address	Total
300038	1	PIN: 353023330060	1016 GLENHILL ROAD	839.34
300319	1	PIN: 263023330011	1065 ISLAND LAKE AVENUE	890.57
301473	1	PIN: 353023110019	3486 VICTORIA STREET N	980.61
301549	1	PIN: 353023140049	3434 VICTORIA STREET N	208.98
301853	1	PIN: 363023140009	3457 SOO STREET	288.92
301861	1	PIN: 363023410037	256 OWASSO BOULEVARD N	1,105.20
302398	1	PIN: 363023110006	3547 RICE STREET N	991.80
302521	1	PIN: 353023320051	1047 INGERSON ROAD	1,075.05
302745	1	PIN: 363023410039	229 OWASSO BOULEVARD N	2,923.72
303032	1	PIN: 353023330027	1056 EDGEWATER AVENUE	652.36
303594	1	PIN: 363023410040	225 OWASSO BOULEVARD N	1,999.43
303628	1	PIN: 353023410007	3288 OWASSO BOULEVARD W	211.57
304436	1	PIN: 353023230063	1000 CANNON AVENUE	686.31
304535	1	PIN: 253023440019	181 ST MARIE ST	1,306.40
304675	1	PIN: 353023140009	3417 DALE STREET N	1,518.40
304766	1	PIN: 363023140012	3455 SOO STREET	914.00
304956	1	PIN: 353023420031	3339 VICTORIA STREET N	1,614.13
305565	1	PIN: 363023140039	3365 SOO STREET	846.04
305912	1	PIN: 353023410046	3261 OWASSO HEIGHTS ROAD	783.24
306456	1	PIN: 363023440031	168 OWASSO LANE E	723.48
307447	1	PIN: 353023320001	979 TILLER LANE	1,028.30
307488	1	PIN: 353023320109	1066 CARLTON DRIVE	356.22
308312	1	PIN: 243023120060	4442 HODGSON ROAD	1,610.38
308833	1	PIN: 243023440079	179 COUNTY ROAD F W	552.55
309278	1	PIN: 243023440025	4161 RUSTIC PLACE	946.79

UTILITY SYSTEM
COUNCIL CERTIFICATION REGISTER

Acct#	Res	PIN	Service Address	Total
309674	1	PIN: 243023440005	177 HAWES AVENUE	992.43
309732	1	PIN: 243023130026	4429 HODGSON ROAD	1,213.24
309765	1	PIN: 243023140004	227 JANSAS DRIVE	557.57
309781	1	PIN: 243023140003	235 JANSAS DRIVE	1,400.94
309831	1	PIN: 243023410033	163 DAWN AVENUE	303.22
310128	1	PIN: 243023140028	4414 GALTIER STREET	613.85
310300	1	PIN: 243023430039	367 FLORAL DRIVE	240.98
311878	1	PIN: 243023410005	191 COLLEEN AVENUE	193.13
312090	1	PIN: 243023120022	306 BRIDGE STREET	268.18
312223	1	PIN: 243023140010	175 JANSAS DRIVE	689.21
313718	1	PIN: 243023130047	4355 HODGSON ROAD	662.09
315523	1	PIN: 353023140057	3464 OWASSO STREET	1,060.34
317651	1	PIN: 243023440045	4161 RICE STREET N	144.54
318246	1	PIN: 353023130033	775 CANNON AVENUE	700.92
318915	2	PIN: 353023410004	3306 OWASSO BOULEVARD W	183.48
320606	1	PIN: 353023320082	1001 COBB ROAD	817.39
327155	1	PIN: 263023330025	1028 ISLAND LAKE AVENUE	333.85
327668	1	PIN: 353023130036	3425 VICTORIA STREET N	169.42
328070	1	PIN: 353023240002	3469 VIVIAN AVENUE	2,220.67
334409	1	PIN: 363023230252	3430 DALE STREET N	416.63
335190	1	PIN: 243023410011	4309 RUSTIC PLACE	352.20
340521	1	PIN: 363023230042	508 LAKE COVE COURT	914.10
340695	1	PIN: 363023210050	409 HARRIET CIRCLE	225.91
341115	1	PIN: 243023410050	217 DENNISON AVENUE	230.01
342535	1	PIN: 263023140051	3900 VICTORIA STREET N	155.96

UTILITY SYSTEM
COUNCIL CERTIFICATION REGISTER

Acct#	Res	PIN	Service Address	Total
343038	1	PIN: 363023210094	489 HARRIET AVENUE	201.35
343087	1	PIN: 363023210090	497 HARRIET AVENUE	436.72
344507	3	PIN: 363023210040	3532 COHANSEY CIRCLE	370.84
346064	1	PIN: 363023310041	441 MAPLE LANE	1,099.06
346668	1	PIN: 243023110094	169 BRIDGE STREET	1,914.14
348300	2	PIN: 363023210002	400 CARDIGAN ROAD	118.09
348318	1	PIN: 363023210002	404 CARDIGAN ROAD	565.14
348912	1	PIN: 243023410086	204 LILAC LANE	1,413.22
349308	3	PIN: 363023210010	3561 COHANSEY STREET	408.67
349399	1	PIN: 243023110117	205 LION LANE	989.42
352633	1	PIN: 243023110045	4544 GALTIER STREET	280.86
355313	1	PIN: 243023110082	222 GALTIER PLACE	548.65
360909	1	PIN: 353023330072	1017 GLEN PAUL COURT	538.29
363390	1	PIN: 243023110127	222 LION LANE	1,254.28
363747	1	PIN: 363023210049	405 HARRIET CIRCLE	776.25
374405	1	PIN: 353023140056	672 HARRIET AVENUE	161.43
376301	1	PIN: 363023210096	390 CARDIGAN ROAD	1,002.09
382580	1	PIN: 243023220015	505 HARBOR COURT	373.15
388215	1	PIN: 253023220061	584 LAKE RIDGE DRIVE	1,959.38
388462	1	PIN: 243023410105	162 DAWN AVENUE	942.13

Total Delinquent Accounts: 220

Total Crt: 165,335.05

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to approve Resolution No. 12-118 reducing the following escrows:

Erosion Control and Development Cash Deposits for the following properties in the amounts listed:

5777 Turtle Lake Rd	Exterior Expression	\$ 500.00
3306 Owasso Heights Rd	Bob Michel's Construction	\$ 1,000.00

Letters of Credit for the following properties in the amounts listed below:

1021 Red Fox Rd	Stonehenge Retail Center	\$90,720.00
	DPS-Shoreview, LLC	
	Bremer Bank	
	LOC – S120010774	

ROLL CALL: AYES _____ NAYS _____

HUFFMAN	_____	_____
QUIGLEY	_____	_____
WICKSTROM	_____	_____
WITHHART	_____	_____
MARTIN	_____	_____

REGULAR COUNCIL MEETING
DECEMBER 17, 2012

TO: MAYOR, CITY COUNCIL, CITY MANAGER
FROM: THOMAS L. HAMMITT
SENIOR ENGINEERING TECHNICIAN
DATE: DECEMBER 12, 2012
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.

5777 Turtle Lake Rd	Erosion control completed
3306 Owasso Heights Rd	Erosion control completed

Letter of Credit for the following properties in the amounts listed below:

1021 Red Fox Road	Portions of Landscaping, Utilities, Streets,
Stonehenge Retail Center	Driveways, Sodding and Erosion control

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:

5777 Turtle Lake Rd	Exterior Expression	\$ 500.00
3306 Owasso Heights Rd	Bob Michel's Construction	\$ 1,000.00

and Letter of Credit for the following property in the amounts listed below:

1021 Red Fox Rd	Stonehenge Retail Center	\$90,720.00
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PROPOSED

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

HELD DECEMBER 17, 2012

* * * * *

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 December 17, 2012 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. 12-118

**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:

5777 Turtle Lake Rd	Exterior Expression	\$ 500.00
3306 Owasso Heights Rd	Bob Michel's Construction	\$ 1,000.00

and Letter of Credit for the following property in the amounts listed below:

1021 Red Fox Rd	Stonehenge Retail Center DPS-Shoreview, LLC Bremer Bank LOC - S120010774	\$90,720.00
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PROPOSED RESOLUTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to adopt Resolution No.12-108 approving Change Order No. 3 in the amount of \$43,245.00 for the Floral Drive, County Road F and Demar Ave. Reconstruction, City Project No.12-01.

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

REGULAR COUNCIL MEETING
DECEMBER 17, 2012

TO: MAYOR, CITY COUNCIL, CITY MANAGER
FROM: GLEN M. HOFFARD 
SENIOR ENGINEERING TECHNICIAN
DATE: DECEMBER 12, 2012
SUBJECT: FLORAL DR., COUNTY ROAD F AND DEMAR AVE. RECONSTRUCTION
CITY PROJECT NO. 12-01, CHANGE ORDER NO. 3

INTRODUCTION

The attached Change Order No.3 has been prepared by staff and must be approved by Council in order to modify the contract.

BACKGROUND

On May 21, 2012, the City Council awarded a contract to C. W. Houle, Inc. in the amount of \$1,215,939.60 for the Floral Drive, County Road F and Demar Ave. Reconstruction, City Project No.12-01, and authorized the Mayor and City Manager to sign said contract. On July 16, 2012, Change Order No.1 was approved by the City Council in the amount of (\$18,150.00) which reduced the contract amount to \$1,197,789.60. On November 19, 2012, Change Order No.2 was approved by the City Council in the amount of \$54,989.90 which increased the contract amount to \$1,252,779.50.

DISCUSSION

The contractor has performed additional work beyond the scope of the original contract as follows:

A Storm Water Filtering Structure was installed at Ernal Dr. on the outlet into Lake Wabasso. This structure was installed as part of the City's ongoing effort to remove all direct discharge into lakes within the City. A new pay item has been added to the contract as follows:

Ernal Dr. Storm Water Filtering Structure	
1 LS @ \$43,245.00 =	\$ 43,245.00

A new pay item has been added to the contract documents resulting in a net increase to the contract of \$43,245.00. Change Order No.3 will increase the contract amount to \$1,296,024.50. The additional cost will be funded from the Surface Water Fund.

RECOMMENDATION

It is recommended that Council adopt the attached proposed resolution approving Change Order No.3 for the Floral Dr, County Rd F and Demar Ave. Reconstruction, City Project No.12-01.

**CITY OF SHOREVIEW
CONTRACT CHANGE ORDER**

Project:	Floral Dr. County Rd. F & Demar Ave. Reconstruction
City Project No.:	12-01
Change Order Number:	3 (Three)
Date:	December 17, 2012
Contractor:	C. W. Houle, Inc.

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

ADD:

Ernal Dr. Storm Water Filtering Structure 1 LS @ \$43,245.00 =	\$ 43,245.00
---	--------------

Total Change Order No.3	<u>\$ 43,245.00</u>
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SUMMARY:

Original Contract Amount:	\$ 1,215,939.60
Change Order No. 1:	\$ -18,150.00
Change Order No. 2:	\$ 54,989.90
Change Order No. 3:	<u>\$ 43,245.00</u>
Amended Contract Amount	\$ 1,296,024.50

APPROVALS:

APPROVED BY: City of Shoreview

By: _____ Title: City Engineer Date: _____

ACCEPTED BY: C. W. Houle, Inc.

By: _____ Title: _____ Date: _____

**EXTRACT OF MINUTES OF MEETING OF THE
CITY COUNCIL OF SHOREVIEW, MINNESOTA
HELD DECEMBER 17, 2012**

* * * * *

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 December 17, 2012 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. 12-108
APPROVING CHANGE ORDER NO.3
FOR THE FLORAL DRIVE, COUNTY ROAD F
AND DEMAR AVE. RECONSTRUCTION
CITY PROJECT NO. 12-01

WHEREAS, On May 21, 2012 the City Council awarded a contract, in the amount of \$1,215,939.60, to C. W. Houle, Inc. for the Floral Drive, County Road F and Demar Ave. Reconstruction, C.P. 12-01, and authorized the Mayor and City Manager to sign said contract, and

WHEREAS, On July 16, 2012, Change Order No.1, in the amount of (\$18,150.00) was approved by the City Council and revised the contract amount to \$1,197,789.60, and

WHEREAS, On November 19, 2012, Change Order No.2, in the amount of \$54,989.90 was approved by the City Council and revised the contract amount to \$1,197,789.60, and

WHEREAS, Change Order No. 3, in the amount of \$43,245.00, has been prepared in order to address certain changes or modifications to the original contract, and

WHEREAS, said changes and modifications to the project will increase the contract amount to \$1,296,024.50, and

WHEREAS, the Director of Public Works has recommended approval of proposed Change Order No. 3.

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

1. That Change Order No. 3, in the amount of \$43,245.00, resulting in a revised contract amount of \$1,296,024.50 is hereby approved, and
2. That Change Order No.3 will be funded from the Surface Water Fund

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

WHEREUPON, said resolution was declared duly passed and adopted this 17th day of December, 2012.

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

I, the undersigned, being the duly qualified and acting Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council held on the 17th day of December, 2012, with the original thereof on file in my office and the same is a full, true and complete transcript therefrom insofar as the same relates to the approval of Change Order No. 3, for the Floral Drive, County Road F and Demar Ave. Reconstruction, C.P #12-01.

WITNESS MY HAND officially as such Manager and the corporate seal of the City of Shoreview, Minnesota, this 18th day of December, 2012.

SEAL

Terry C. Schwerm
City Manager

MOTION

MOVED BY COUNCIL MEMBER: _____

SECONDED BY COUNCIL MEMBER: _____

To approve the Comprehensive Sign Plan request submitted by TCF Bank, permitting the redevelopment of the Sinclair property, 3836 Lexington Avenue, with a retail bank facility, subject to the following conditions:

- A. The signs shall comply with the plans submitted for the Comprehensive Sign Plan application. Any significant change will require review by the Planning Commission and City Council.
- B. The applicant shall obtain a sign permit prior to the installation of any signs on the property.
- C. The message center sign shall:
 - 1. Display text shall be of a sufficient size so as to be readable by passing motorists without distraction.
 - 2. Messages shall be displayed in their entirety to allow passing motorists to read the entire copy.
 - 3. Messages shall not include telephone numbers, email address or internet urls.
 - 4. Messages shall be displayed for a minimum of 8 seconds, and shall change instantaneously.
 - 5. Messages shall be presented in a static display, and shall not scroll, flash, blink or fade.
 - 6. Sign may display time, temperature and other graphics related to weather conditions. Advertisement is limited to goods and services offered on-site. Text message shall be the dominant feature of the site.
 - 7. The proposed height shall be reduced to 12 feet.
- D. Traffic Directional signs shall not be located in the public street right-of-way without the authorization of the appropriate jurisdictional agency.

This approval is based on the following findings of fact:

- 1. *The plan proposes signs consistent in color, size and materials throughout the site for each type of proposed sign. Each type of sign (Wall, Traffic*

Directional, etc.) uses uniform color and materials, and with colors generally based on the TCF logo.

2. *Approving the deviation is necessary to relieve a practical difficulty existing on the property.* The business needs visibility from each elevation facing an access point and that the proposed signs provide that needed visibility. Staff believes that lot access presents a practical difficulty that warrants additional business identification. The corner location at the intersection of Lexington (an arterial) and Red Fox Road (a local street) also contributes to the practical difficulty since Red Fox is the main road for this retail area, but is classified as a local road.
3. *The proposed deviations from the standards of Section 208 result in a more unified sign package and greater aesthetic appeal between signs on the site.* The wall signs proposed give a uniform appearance to each building elevation facing a vehicular access point. Message center signs are not uncommon at bank facilities. Use of the message center is reasonable and consistent with previous City decisions regarding message center signs.
4. *Approving the deviation will not confer a special privilege on the applicant that would normally be denied under the Ordinance.* The configuration of the access to the lot and building is unique for this property with two points of ingress that are right turn only, and only one point of egress. The three wall signs have a total area of approximately 64 sq. ft. with each wall sign comprising about 3% of the wall elevation area to which the signs are affixed, less than the 10% permitted by Code.
5. *The resulting sign plan is effective, functional, attractive and compatible with community standards.* The sign plan proposes signs with design and sign areas that generally conform to the provisions of Code.

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

Huffman	_____	_____
Quigley	_____	_____
Wickstrom	_____	_____
Withhart	_____	_____
Martin	_____	_____

Regular City Council Meeting
December 17, 2012

TO: Mayor, City Council, City Manager
FROM: Rob Warwick, Senior Planner
DATE: December 13, 2012
SUBJECT: File 2469-12-32, Comprehensive Sign Plan Amendment, TCF Bank, 3836
Lexington Avenue

INTRODUCTION AND BACKGROUND

TCF Bank submitted an application to amend the Comprehensive Sign Plan for the property at 3836 Lexington Avenue. In August of this year, the Planning Commission reviewed the sign plan proposed by the bank and recommended approval to the City Council. The sign plan was approved by the Council on September 17th. The approved plan includes a freestanding pylon sign with an integrated message center sign, three wall signs, two illuminated window signs, and traffic directional signs. The multiple wall signs, message center, and illuminated window signs represented deviations from the Sign Code. A copy of the approved plan is attached.

The applicant has submitted plans revising the comprehensive sign plan, substituting a monument sign with an integrated message center for the pylon/message center sign that was approved in September. The amendment proposes a monument sign with an area of 59.1 square feet, and includes an integrated message center with an added area of 25.2 square feet. The sign has a height of 13.8 feet, greater than the 12-foot maximum height. Deviations are permitted with approval of the amended Comprehensive Sign Plan. The application was complete November 22, 2012.

PROJECT DESCRIPTION AND DEVELOPMENT CODE REQUIREMENTS

The property is located at the southeast corner of the intersection of Lexington Avenue and Red Fox Road. Access to the property is from both public streets via right-in-only, as well as via a private driveway on the Target property from the east. The property is in the commercial area occupied by Target, the Exxon fuel station, Wendy's, and the Red Fox Road retail area that opened recently. TCF will be conveying an easement for a future gateway sign for this retail area. The easement for this future monument sign is located on the northwest corner of the TCF property at the corner of Lexington and Red Fox Road.

The zoning designation is PUD, Planned Unit Development. The underlying zoning designation is C-2, General Commercial. The new TCF Bank is expected to open in February 2013, and the building exterior, landscaping and drives/parking have all been completed.

Monument signs for a building with less than 20,000 square feet of floor area are permitted with a maximum area of 60 square feet and a maximum height of 12 feet. The City prefers monument signs rather than other types of freestanding signs, and encourages this type of sign by allowing larger sign areas than for other freestanding signs.

An approved comprehensive sign plan may vary from the design and dimensional standards of the Sign Code. For this amendment, the 13.83-foot height of the proposed monument sign represents a deviation from the Code.

Throughout the City, message center signs are permitted only on sites developed with public/quasi-public land uses, and the September plan approval included this deviation. Where permitted, the City has adopted standards for message center signs including:

- The message center sign must be integrated into a freestanding monument sign.
 - The name of the facility shall dominate all other sign features.
- A maximum area of 30-square feet in the C-2 District.
- A static display with a minimum one-hour duration.
- No flashing, scrolling, fades, color changes or other imitation of movement is permitted.
- The text must be limited to allow passing motorists to read the entire copy.
- Brightness for the sign must be preset by the manufacturer for a maximum 5000 nits, and the sign must include an automatic dimmer control to adjust brightness for ambient light conditions.

For the review of the message center sign, staff used the regulations for a message center sign located on the site of public/quasi-public use in the C-2 District as a guide. A copy of the plan approved by the City in September, and a copy of the plans for the amendment as proposed are attached.

FREESTANDING MONUMENT SIGN

The approved plan includes a 20-foot tall, 30 square foot pylon sign located in the southwest corner of the property adjacent to the Lexington Ave. right-of-way. This amendment proposes a freestanding monument sign in place of the approved pylon sign. The monument sign will use individual letters and have internal illumination. The sign has an area of 59 square feet, not including the message center sign which has an area of about 25 square feet, and these signs areas are consistent with the areas specified in the Sign Code. The message center sign is intended to provide the bank flexibility in advertising the full range of services provided at this TCF branch bank. The Sign Code permits monument signs with a maximum height of 12-feet and a maximum area of 60 square feet, and so the proposed sign complies with the area criteria but exceeds the maximum height by about 2 feet. The following table provides a comparison of the approved pylon sign with the proposed monument sign.

Freestanding Sign	Dimensions	Sign Area	Height
Approved Pylon	6.66 ft. by 4.5 ft.	30 sq ft.	20 ft.
Approved Message Center	2.5 ft. by 4.5 ft.	10 sq. ft.	NA
Proposed Monument	8.25 ft. by 7.17 ft.	59.13 sq. ft.	13.83 ft.
Proposed Message Center	7.75 ft. by 3.25 ft.	25.2 sq. ft.	NA

The monument sign will be located approximately 150 feet from the retail area gateway sign in the northwest corner of the property, and so complies with the required 75-feet of sign separation required by the Sign Code.

Message Center signs are permitted for commercial use only with the approval of a Comprehensive Sign Plan. TCF plans to display services provided by the bank on the message center full-color display, using an 8-second minimum duration for each display, and this is less than the one hour minimum required on the site of a public/quasi-public land use, but consistent with the minimum required for the display duration on a dynamic display billboard. Conditions are recommended to minimize the distraction the sign might present to drivers viewing the sign from Lexington Avenue.

STAFF REVIEW

Comprehensive Sign Plan review considers five elements governing sign design within the site: location, materials, size, color and illumination. When a deviation is proposed approval shall be based on required findings, and these findings are reviewed below:

1. *The plan proposes signs consistent in color, size and materials throughout the site for each type of proposed sign.* Each type of sign (Monument, Wall, Traffic Directional, etc.) uses uniform color and materials, and with colors generally based on the TCF logo.
2. *Approving the deviation is necessary to relieve a practical difficulty existing on the property.* Site access from Lexington Avenue is via a right turn only into the property or else via an access entry from Red Fox Road. The taller monument sign will be visible to motorists using either route to access the bank. TCF has recently implemented use of message center signs as corporate policy. The signs are centrally controlled, instead of locally programmed on-site. This central programming is a concern to staff since uniform messages are used, and this can result in displays that do not conform to the Shoreview requirements, for example, graphics displays, motion, or telephone numbers.
3. *The proposed deviations from the standards of Section 208 result in a more unified sign package and greater aesthetic appeal between signs on the site.* The height of the monument sign insures visibility from north and south bound traffic on Lexington Avenue. Message center signs are not uncommon at bank facilities, and use of a message center is reasonable and consistent with previous City decisions regarding message center signs.
4. *Approving the deviation will not confer a special privilege on the applicant that would normally be denied under the Ordinance.* The configuration of the access to the lot and building is unique for this property with two points of ingress that are right turn only, and only one point of egress. Sign visibility from each access is important.
5. *The resulting sign plan is effective, functional, attractive and compatible with community standards.* The sign plan amendment proposes signs with a consistent design motif based on the TCF corporate logo and signs that conform to the intent of Code.

REQUEST FOR COMMENT

Property owners within 350 feet of the site were notified of the requests. No comments have been submitted in response to the notice.

PLANNING COMMISSION

The request was reviewed by the Commission at their December 13th meeting. Several issues were discussed regarding the proposal. The applicant had indicated that some of the conditions as identified in Staff's recommendation for approval could not be met, including a restriction on using a uniform color in the display and the prohibition of graphics. Some Commission members recognized that changes with technology and in the market influence the signage needs for a business. These members also indicated that the sign was well designed and that a message center sign using different colors and graphics would not detract from the sign or the development. Other Commission members expressed concerns regarding these deviations and the negative visual impact such signs can have in commercial corridors.

One other item addressed was the height. The Commission was not supportive of the proposed height and added a condition reducing the height permitted to 12 feet. The applicant indicated that the lower height could be achieved with a lower base, however snow could obscure a portion of the sign during the cold months.

The brilliance (light levels) were also discussed, however, no further conditions were added.

The Commission recommended approval to the City Council with a 4 to 2 vote, however, the conditions as recommended by Staff were modified. Changes included: eliminating the standard limiting the display to a uniform color, allowing graphics, limiting advertisement to those services offered on the premise and reducing the height to 12'.

RECOMMENDATION

The following recommendation of approval reiterates the Planning Commission's action. Condition No. 6 has been modified by staff by adding language which insures the text (not graphics) remain the dominant feature in the message center. The City Council is being asked to approve the amendment, with the following conditions:

- A. The signs shall comply with the plans submitted for the Comprehensive Sign Plan application. Any significant change will require review by the Planning Commission and City Council.
- B. The applicant shall obtain a sign permit prior to the installation of any signs on the property.
- C. The message center sign shall:
 1. Display text shall be of a sufficient size so as to be readable by passing motorists without distraction.

2. Messages shall be displayed in their entirety to allow passing motorists to read the entire copy.
 3. Messages shall not include telephone numbers, email address or internet urls.
 4. Messages shall be displayed for a minimum of 8 seconds, and shall change instantaneously.
 5. Messages shall be presented in a static display, and shall not scroll, flash, blink or fade.
 6. Sign may display time, temperature and other graphics related to weather conditions. Advertisement is limited to goods and services offered on-site. Text message shall be the dominant feature of the site.
 7. The proposed height shall be reduced to 12 feet.
- D. Traffic Directional signs shall not be located in the public street right-of-way without the authorization of the appropriate jurisdictional agency.

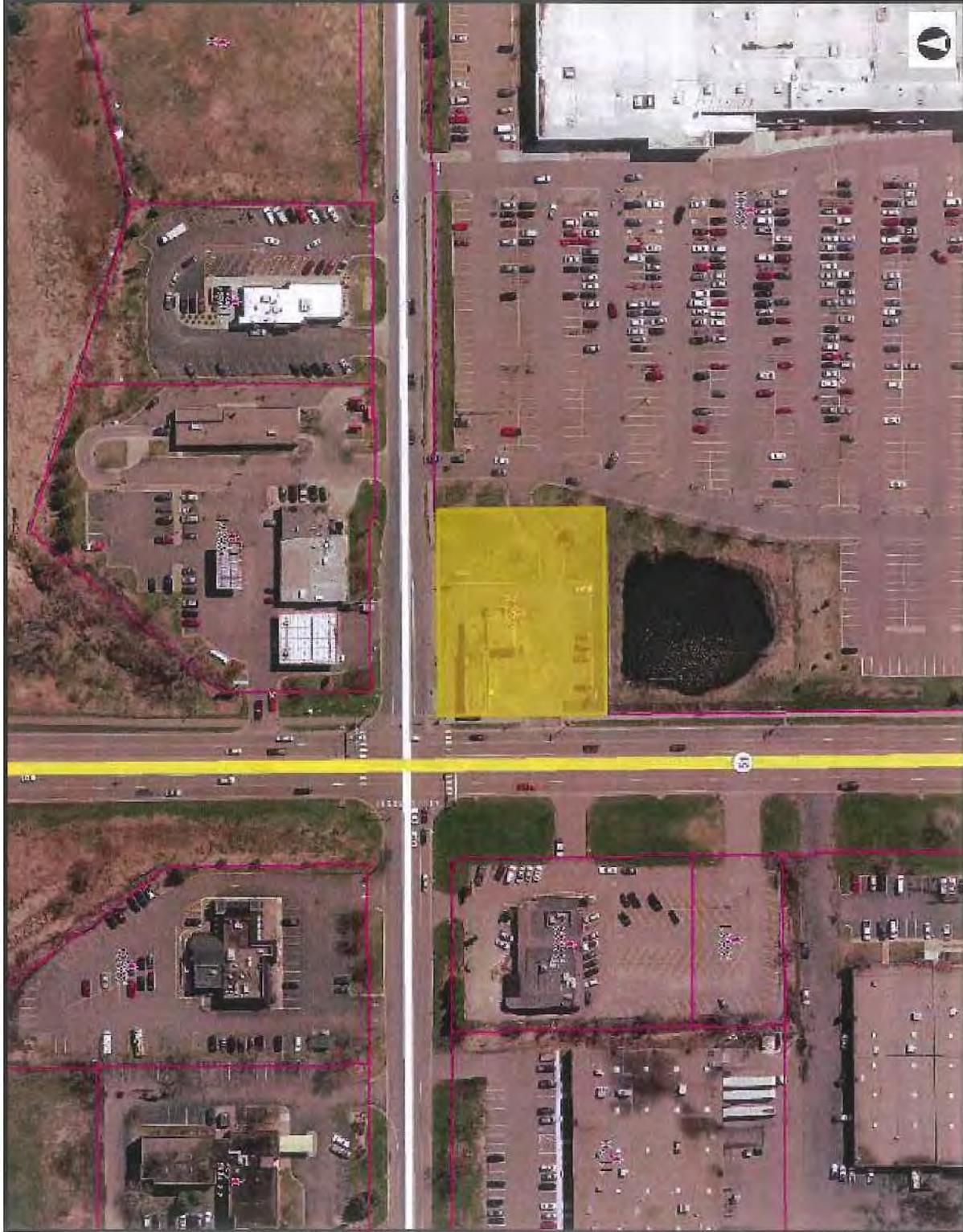
Attachments:

1. Location Map
2. Approved Sign Plan
3. Submitted Plan Revisions - Amendment
4. Proposed Motion

T:/2012 pci/2469-12-32 3836 lexington TCF sign plan amendment.doc



TCF Bank - Comprehensive Sign Plan



293.3 146.64 293.3 Feet

NAD_1983_HARN_Adj_MN_Ramsey_Feet
© Ramsey County Enterprise GIS Division

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.
THIS MAP IS NOT TO BE USED FOR NAVIGATION

Legend

- County Offices
- City Halls
- Schools
- Hospitals
- Fire Stations
- Police Stations
- Recreational Centers
- Parcel Points
- Parcels

Notes

3836 Lexington Avenue

11/12/12

The Shoreview code allows a 60 square foot monument sign to be 12'0" in height. Due to the small individual letters located on the South and West exposures of the building fascia and the TCF Bank corporate sign guidelines, we request a change in your requirements on a monument sign for following reasons.

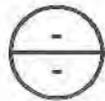
1. TCF Bank wants and needs consistent signage at all their offices. The attached design is the smallest of our sign options that we can install and stay within the corporate guidelines.
2. TCF Bank needs to identify the entrance to the bank. The best way to do that is to have effective signage to northbound traffic.
3. Our standard RGB message center will provide a vehicle to display pertinent information such as weather conditions as well as community service and other information regarding the banks operation.
4. We need a minimum of 89 total square footage with a height of 13.75 feet.
5. The RGB matrix will be 25 square feet. This is the standard matrix at the other TCF Banks locations that have had the RGB sign conversions. All of the TCF Bank locations will have these displays installed programmed from a single source at TCF marketing. To use this expensive equipment effectively, we would also request an eight second hold time (with no flashing or movement of any kind) between and during the display of the message. The changes from one frame to the next would be instantaneous.

The face design of the upper and lower illuminated cabinets will follow your standards of an opaque background with a one inch fabricated raised letters and logo. The letters will be illuminated by low energy LED lighting.

TCF Bank appreciates this opportunity to discuss these issues with the City of Shoreview. We have met with the planning department and discussed these changes in detail.

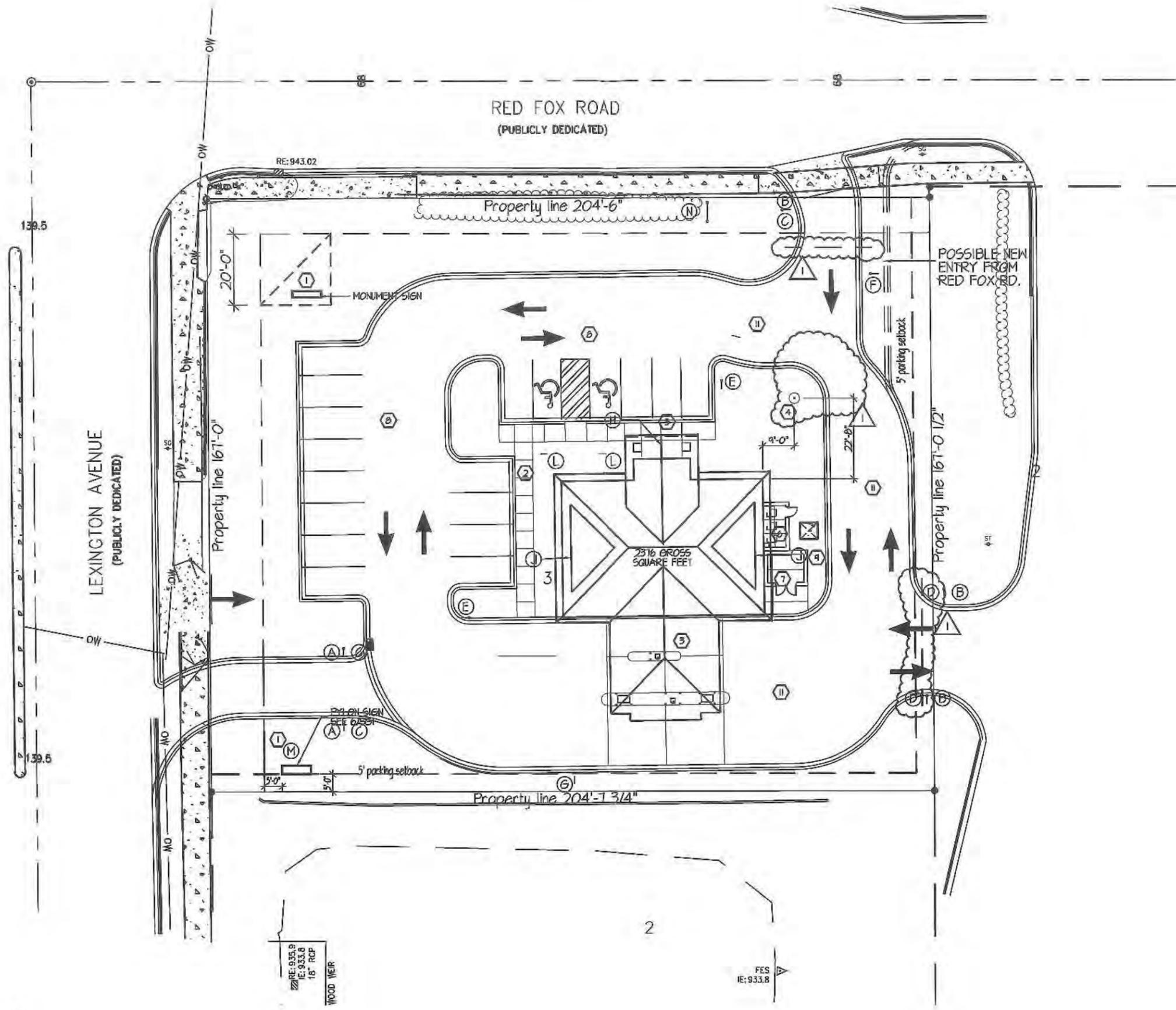
Best Regards,

Dave Shannon
Color Sign Systems, Inc.
P.O. Box 124
Albertville, Mn 55301



SITE PLAN

1"=30'-0"



SIGN PLAN
AMENDMENT
DEC. 2012



9300 Hennepin Town Road
Minneapolis, MN. 55347
Tel: 952.278.8880
Fax: 952.278.8822

TCF BANK
NEW BRANCH
SHOREVIEW, MINNESOTA

PROJECT #: 12136
DATE: 06-11-12

SHEET:

OVERALL HEIGHT 13.75'

89 TOTAL SQUARE FEET

9'9"

8'3"

7'9" (LED)

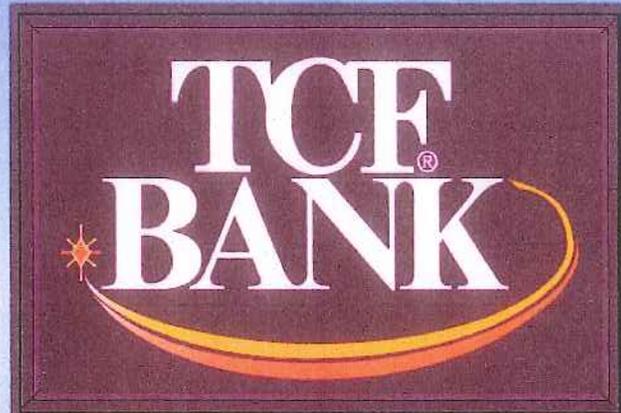
5'6"

3'8"

3'3" LED

20"

3'0"



BURGUNDY CABINET

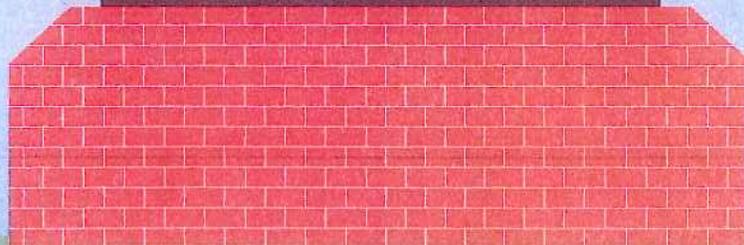
FACE TO BE PAN FORMED LEXAN
BACKGROUND TO BE OPAQUE
LETTERS TO BE 1" EMBOSSED
OR 1" TRIM CAP TRANSLUCENT
LETTERS AND LOGO



16 mm RGB DISPLAY WITH
64 BY 144 MATRIX



FACE TO BE PAN FORMED LEXAN
BACKGROUND TO BE OPAQUE
LETTERS TO BE 1" EMBOSSED
OR 1" TRIM CAP TRANSLUCENT
LETTERS AND LOGO



BRICK BASE TO MATCH
BUILDING

COLOR SIGN SYSTEMS, INC.
 P.O. Box 124
 Albertville Mn 55301
 Bus: 763.497.1374
 Fax: 763.497.1375

SIGN NO.	NO./OF	SCALE	DATE
T-7582A.1	1/1	3/8"=1'	11.11.12
CLIENT	DIST MGR.	DESIGNER	CHECKED BY
TCF BANK	SHANNON	ERICKSON	
LOCATION	CLIENT APPROVAL	CLIENT P.O#	
SHOREVIEW			

IMPORTANT NOTICE:
 This is a proprietary design of Color Sign Systems, Inc., designed specifically for this project. It is illegal and unethical to distribute to any other entity for copy or use. This design cannot be used without the written consent of Color Sign Systems, Inc.

MOTION

MOVED BY COUNCIL MEMBER: _____

SECONDED BY COUNCIL MEMBER: _____

To approve the Final Plat and Final Stage – Planned Unit Development applications submitted by Clyde Rehbein for the subdivision of their property at 5816 Heather Ridge Court into four single-family residential lots, and to authorize execution of the Development Agreements, subject to the following conditions

Final 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 applicant shall obtain permits from Rice Creek Watershed District, and other agencies as needed prior to the City's issuance of a grading permit or building permit.
3. Municipal water and sewer shall be provided to all lots. Private utility easements and agreements shall be executed and recorded, as applicable. Said agreements shall be submitted to the City Attorney for review and approval prior to issuance of a building permit for Lots 2, 3, or 4.
4. Private agreements shall be prepared for recording the shared driveway, utility and maintenance agreements. Said agreements shall be submitted to the City Attorney for review and approval prior to issuance of a building permit for Lots 2, 3, or 4.

Planned Unit Development – Final Stage

1. This approval permits the subdivision of the property into four single-family residential lots.
2. The underlying zoning for the PUD is RE (60), Residential Estate with a minimum lot area of 60,000 square feet.
3. Access to all lots is prohibited from Turtle Lake Road. Access to the site shall be provided only via the shared driveways to Heather Ridge Court as shown on the approved plans.
4. Tree Preservation and Replanting plan shall be submitted with each building permit application for Lots 2, 3 and 4. Replacement trees shall be planted in accordance with the City's Woodlands and Vegetation Ordinance.

5. The applicant and future property owners shall maintain a 16.5' buffer along the perimeter of all wetland areas. Signs marking this buffer area shall be installed to inform future owners that this area is to be protected and not disturbed.
6. Grading, Drainage and Erosion Control shall be submitted with each building permit application for Lots 2, 3 and 4.
7. The structure setbacks from the front property line for the planned unit development shall be a minimum of 200 feet and a maximum of 260 feet.
8. No detached accessory structures shall be permitted on Lot 3 south of the wetland area.
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.
10. These approvals expire within one-year of the date approved by the City Council.

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

Huffman	_____	_____
Quigley	_____	_____
Wickstrom	_____	_____
Withhart	_____	_____
Martin	_____	_____

Regular City Council Meeting
December 17, 2012

TO: Mayor, City Council, City Manager
FROM: Rob Warwick, Senior Planner
DATE: December 13, 2012
SUBJECT: Case File 2473-12-36, Final Plat, and Planned Unit Development – Final Stage, Estates of Heather Ridge, 5618 Heather Ridge Court,

Introduction

Clyde Rehbein, 5618 Heather Ridge Court, has submitted applications for the Final Plat, and Planned Unit Development – Final Stage for the 4 lot residential subdivision to be known as the Estates of Heather Ridge. The existing house will remain and three new residential building sites will be created. Access to the proposed lots will be provided from Heather Ridge Court by two driveways that will each be shared by two homes.

At the September 4th meeting, the City Council granted the following approvals:

1. **Rezoning** – changing the zoning of the property from UND, Urban Underdeveloped to PUD, Planned Unit Development
2. **Preliminary Plat** to divide the property into 4 parcels for the residential development
3. **Planned Unit Development – Development Stage**

Final Plans have been prepared and the developer is seeking approval of the Final Plat and Final PUD, including the Development Agreements. The applications were complete December 11, 2012.

Project Summary

The four residential lots will have access to Heather Ridge Court with two shared driveways, one existing and one proposed. This driveway configuration will minimize impact on wetland areas. The lot sizes range from 1.54 acres to 6.46 acres. The lot widths also vary, being narrower at the street and then widening towards the rear property line. Each parcel contains wetland area, and some wetland impacts will result from the construction one new shared driveway. The buildable areas of the lot are located towards the center of the parcels in the upland areas and soil boring have been performed for each house pad to verify conditions are suitable for building. The existing home and detached accessory structure will remain on Lot 1.

Final Plat

The Estates of Heather Ridge plat will divide the property into 4 single-family residential estate lots, and dedicates required easements for drainage and utility purposes, over wetlands and wetland buffer areas. The following table summarizes the lot area, widths and depths of the proposed parcels as compared to the RE(60), Residential Estate Zoning District that underlies this residential PUD. Each lot includes an upland area large enough for a suitable building pad.

	Lot 1	Lot 2	Lot 3	Lot4	RE(60)
Lot Area (acres)	6.46	1.8	1.54	1.93	1.38
Street Frontage	32.5 feet	43.5 feet	43.5 feet	43.5 feet	30 feet
Lot Width					
At Building Pad	310 feet	130 feet	125 feet	220 feet	100 feet
Lot Depth	675 feet	545 feet	511 feet	490 feet	NA

The existing structures on Lot 1, exceed the minimum structure setbacks for the RE(60) district.

Planned Unit Development – Final Stage

The plans have been reviewed in accordance with the Development Code and previous approvals. The plans are consistent with the development stage PUD approval. The PUD provides flexibility from the traditional structure front setback standards, and also addresses the proposed shared driveways and utilities. The following summarizes how items raised during the review process have been addressed:

Building Placement

Both the setback of the existing home and the proposed structures exceed the maximum 40-foot setback permitted for the RE(60) zoning district and so this represents a deviation. Structure setbacks on these properties are defined by the location of the wetland areas and the upland buildable areas. These setbacks range from approximately 210' to 260' and are much larger than the 25' setback of the nearby homes on Heather Ridge Court. The increased front setback creates a development that retains the natural character of the property.

Access

Access to the existing home is provided off a driveway located at the south end of Heather Ridge Court. To minimize impacts on the existing wetland areas, shared driveways will be used. Lots 1 and 2 will share the existing driveway, and Lots 3 and 4 would share a new driveway. Shared driveways connecting two or more uses on separate properties are permitted provide the property owners enter into and execute a joint parking and maintenance agreement.

Municipal Utilities

Municipal sanitary sewer and water services are located in Heather Ridge Court. The existing home on Lot 1 is currently connected to these services. Each of the new homes is required to connect to these services, and a preliminary utility plan has been prepared that is consistent with City requirements as determined by the City Engineer. The utility services will be clustered within the right-of-way, and located beneath the driveway shared by Lots 3 and 4, and so minimize wetland impacts. Private easements are required for these services lines as they are run to the various individual lots crossing other property. This is noted as a condition of approval and addressed in the development agreements.

Environmental Impacts

The property does contain wetland and ponding areas and is heavily wooded. The property is located in the Rice Creek Watershed District (RCWD) and is subject to the District's permitting

requirements. A wetland delineation has been completed and was accepted by the watershed district on November 20, 2012. The RCWD also determined the proposed 950 square foot impact to the wetland areas can be permitted as it is consistent with the de minimus impact area. This decision allows the use of the shared driveways.

A 16.5' buffer along the perimeter of the wetland areas is required and easements protecting the buffer are shown dedicated with the plat.

Recommendation

The submitted applications and plans have been reviewed and found to comply with the previous approvals. Staff recommends the Council approve the Final Plat and Final Stage PUD, and authorize execution of the Development Agreements, subject to the following conditions.

Final 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 applicant shall obtain permits from Rice Creek Watershed District, and other agencies as needed prior to the City's issuance of a grading permit or building permit.
3. Municipal water and sewer shall be provided to all lots. Private utility easements and agreements shall be executed and recorded, as applicable. Said agreements shall be submitted to the City Attorney for review and approval prior to issuance of a building permit for Lots 2, 3, or 4.
4. Private agreements shall be prepared for recording the shared driveway, utility and maintenance agreements. Said agreements shall be submitted to the City Attorney for review and approval prior to issuance of a building permit for Lots 2, 3, or 4.

Planned Unit Development – Final Stage

1. This approval permits the subdivision of the property into four single-family residential lots.
2. The underlying zoning for the PUD is RE (60), Residential Estate with a minimum lot area of 60,000 square feet.
3. Access to all lots is prohibited from Turtle Lake Road. Access to the site shall be provided only via the shared driveways to Heather Ridge Court as shown on the approved plans.
4. Tree Preservation and Replanting plan shall be submitted with each building permit application for Lots 2, 3 and 4. Replacement trees shall be planted in accordance with the City's Woodlands and Vegetation Ordinance.
5. The applicant and future property owners shall maintain a 16.5' buffer along the perimeter of all wetland areas. Signs marking this buffer area shall be installed to inform future owners that this area is to be protected and not disturbed.
6. Grading, Drainage and Erosion Control shall be submitted with each building permit application for Lots 2, 3 and 4.
7. The structure setbacks from the front property line for the planned unit development shall be a minimum of 200 feet and a maximum of 260 feet.
8. No detached accessory structures shall be permitted on Lot 3 south of the wetland area.

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.
10. These approvals expire within one-year of the date approved by the City Council.

Attachments:

1. Location Map
2. Submitted Statement and Plans
3. Development Agreements
4. Motion

T:/2012pcf/2458-12-21heatheridgcourt/ccrcport

5618 HEATHER RIDGE COURT

- Selected Features
- Municipalities
- Road Centerlines (County)
- County Road
- Interstate Hwy
- State Hwy
- Roads
- Water
- Structures
- Parcel Polygons
- Highway Shields
- Street Name Labels



DISCLAIMER: This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only.

SOURCES: Ramsey County (September 4, 2012), The Lawrence Group (September 4, 2012) for County parcel and property records data; September 2012 for commercial and residential data; April 2009 for color aerial

THE ESTATES OF HEATHER RIDGE

KNOW ALL MEN BY THESE PRESENTS: That Clyde L. Reinlein and Arlene M. Reinlein, husband and wife, fee owners of the following described property situated in the City of Shoreview, County of Ramsey, State of Minnesota:

Lot 9, Block 1, HEATHER RIDGE EAST 3RD ADDITION, Ramsey County, Minnesota, one

that part of the west 352.30 feet of the East half of the Southwest Quarter of Section 1, Township 30, Range 23, Ramsey County, Minnesota, which is northwesterly of the centerline of the former Northern States Power Company right of way EXCEPT the north 133.63 feet thereon. Subject to a power line and natural gas easement in favor of Northern States Power and its successors.

Have caused the same to be surveyed and plotted as THE ESTATES OF HEATHER RIDGE and do hereby dedicate to the public for public use (unless the drainage and utility easements as shown on this plat.

In witness whereof said Clyde L. Reinlein and Arlene M. Reinlein, husband and wife, have hereunto set their hands this _____ day of _____, 20____.

Clyde L. Reinlein Arlene M. Reinlein

STATE OF MINNESOTA
COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____, 20____, by Clyde L. Reinlein and Arlene M. Reinlein, husband and wife.

Notary Public, _____ County, Minnesota
My Commission Expires _____

I, Jason E. Rud, Licensed Land Surveyor, do hereby certify that I have surveyed or directly supervised the survey of the property described on this plat, prepared this plat or directly supervised the preparation of this plat; that this plat is a correct representation of the boundary survey; that all metes and bounds are correctly designated on this plat; that all monuments depicted on this plat have been correctly set; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of the surveyor's certification are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this _____ day of _____, 20____.

Jason E. Rud, Land Surveyor
Minnesota License No. 41578

STATE OF MINNESOTA
COUNTY OF _____

The foregoing Surveyor's Certificate was acknowledged before me this _____ day of _____, 20____, by Jason E. Rud, a Licensed Land Surveyor.

Notary Public, _____ County, Minnesota
My Commission Expires _____

CITY OF SHOREVIEW

We do hereby certify that on the _____ day of _____, 20____, the City Council of the City of Shoreview, Minnesota, approved this plat. Also, the conditions of Minnesota Statutes, Section 505.03, Subd. 2, have been fulfilled.

_____, Mayor _____, City Clerk

DEPARTMENT OF PROPERTY RECORDS AND REVENUE

Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year _____ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfers entered this _____ day of _____, 20____.

Property Records and Revenue Director By _____ Deputy

COUNTY SURVEYOR

I hereby certify that this plat complies with the requirements of Minnesota Statutes, Section 505.021, and is approved pursuant to Minnesota Statutes, Section 383A.52, this _____ day of _____, 20____.

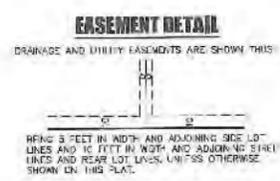
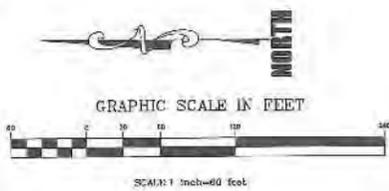
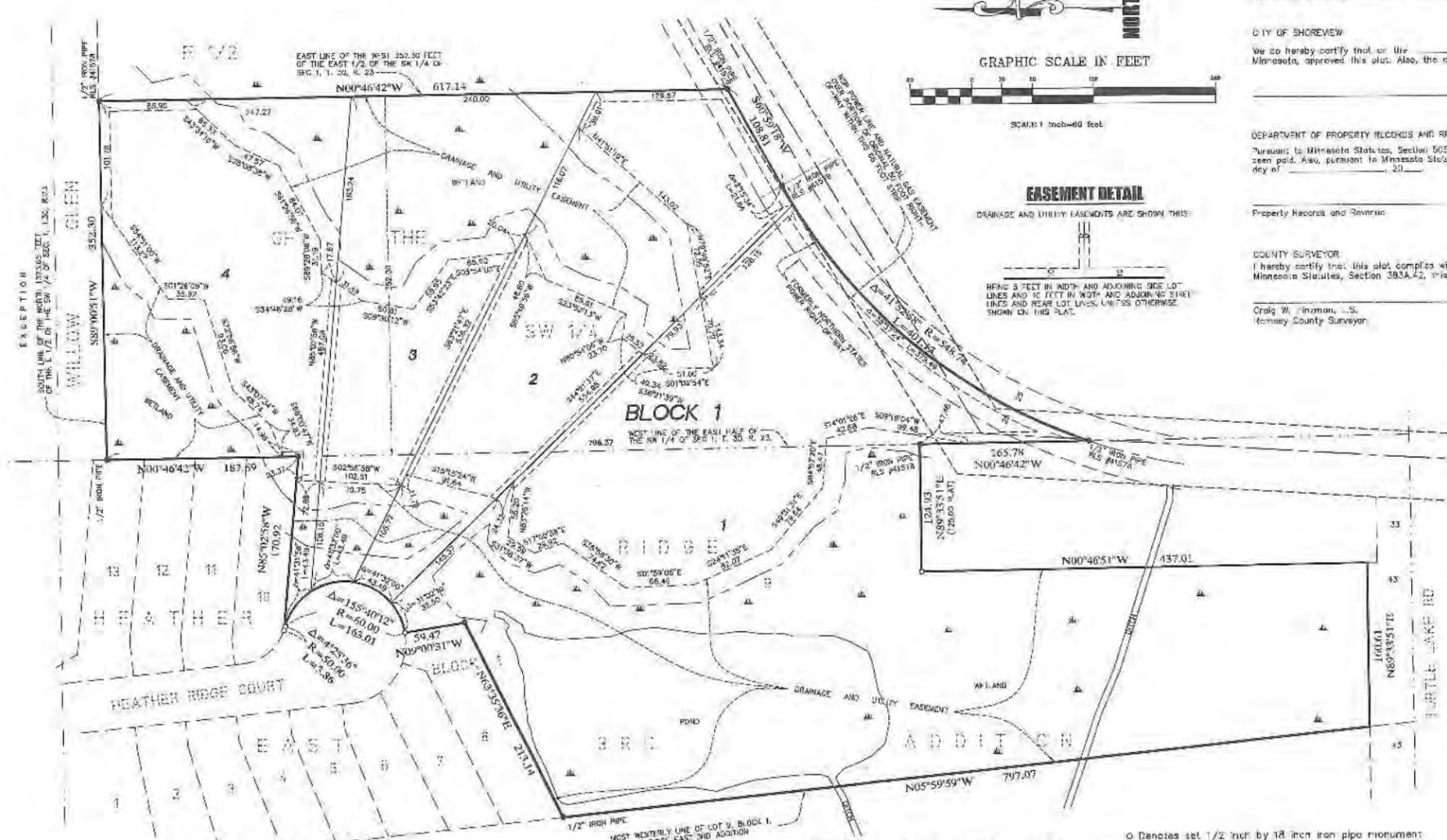
Craig W. Fineman, L.S.
Ramsey County Surveyor

COUNTY RECORDER,
COUNTY OF RAMSEY, STATE OF MINNESOTA

I hereby certify that this plat of THE ESTATES OF HEATHER RIDGE was filed in the office of the County Recorder for public record on this _____ day of _____, 20____, at _____ o'clock _____ M., and was duly filed in Book _____ of Plans, Pages _____ and _____ as Document Number _____.

Deputy County Recorder

VICINITY MAP
SEC. 1, T.30, R.23
RAMSEY COUNTY, MINNESOTA
No Scale



For the purposes of this plat the most westerly line of Lot 9, Block 1, HEATHER RIDGE EAST 3RD ADDITION, Ramsey County, Minnesota is assumed to have a bearing of North 05 degree 59 minutes 58 seconds West.

- Denotes set 1/2 inch by 18 inch iron pipe monument marked R.S. 41578.
- Denotes found iron monument as located.

E.G. RUD & SONS, INC.
EST. 1917 Professional Land Surveyors

CONSTRUCTION NOTES

ALL INFORMATION SHOWN IN THESE DRAWINGS CONCERNING TYPE AND LOCATION OF EXISTING UTILITIES IS NOT GUARANTEED TO BE ACCURATE OR COMPLETE. THE CONTRACTOR IS RESPONSIBLE FOR MAKING HIS OWN DETERMINATION AS TO TYPE AND LOCATION OF UTILITIES AS NECESSARY TO AVOID DAMAGE TO THESE UTILITIES.

CONTACT COPPER STATE ONE-CALL AT (801) 434-0222 FOR EXISTING UTILITY LOCATIONS.

THE CONTRACTOR SHALL FIELD VERIFY SIZE, ELEVATION, AND LOCATION OF EXISTING SANITARY SEWER, STORM SEWER, AND WATERMAIN AND NOTIFY ENGINEER OF ANY DISCREPANCIES PRIOR TO THE START OF INSTALLATIONS.

INSTALLATIONS SHALL CONFORM TO THE CITY ENGINEER ASSOCIATION OF MINNESOTA (CEAM) STANDARD UTILITY SPECIFICATIONS, 1999 EDITION, THE CITY'S STANDARD SPECIFICATIONS, AND THE CITY'S STANDARD DETAIL PLANS.

CONTRACTOR SHALL NOTIFY CITY PUBLIC WORKS DEPARTMENT A MINIMUM OF 72 HOURS PRIOR TO THE INTERDISCUSSION OF ANY SEWER OR WATER MAINS TO EXISTING LINES OF BUSINESS.

MAINTAIN A MINIMUM OF 7.5 FEET OF COVER OVER ALL WATERMAIN PIPES.

TESTING OF SANITARY SEWER AND WATERMAIN IS REQUIRED AND SHALL BE COORDINATED WITH THE CITY'S ENGINEERING DEPARTMENT.

REMOVAL AND DISPOSAL OF EXISTING STREET MATERIALS AS REQUIRED FOR CONSTRUCTION IS CONSIDERED INCIDENTAL.

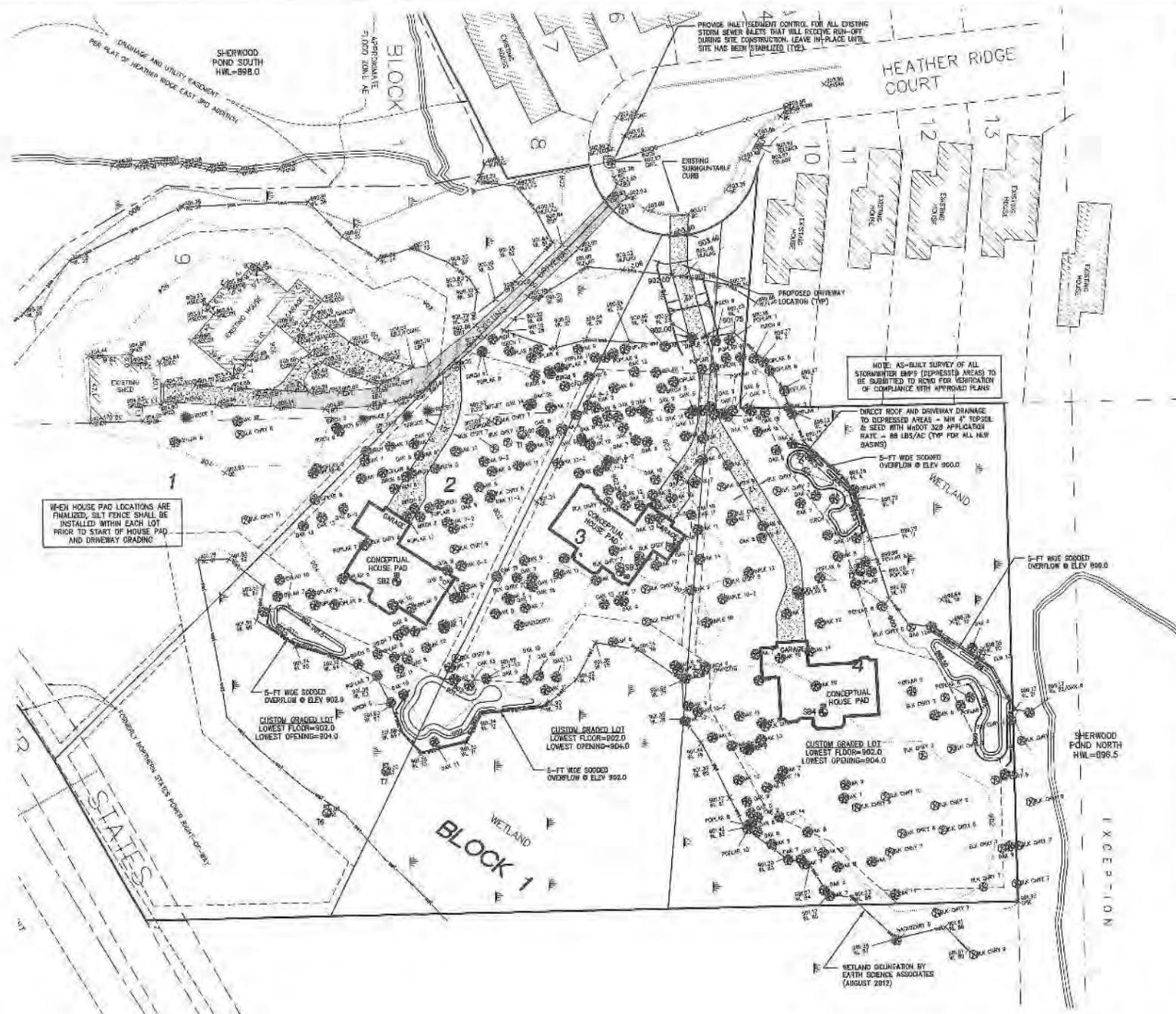
BACKFILLING OF CURB IS HORIZONTAL TO CURB INSTALLATION.

USE TRAFFIC CONTROL MEASURES IN ACCORDANCE WITH THE MINNESOTA MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES (MUTCD) AS NECESSARY TO MAINTAIN TRAFFIC FLOW, OR PROVIDE OPERATION ENCROACHMENT ONTO ADJACENT SIDEWALKS OR PUBLIC RIGHT-OF-WAY.

RESTORE DISTURBED STREET TO EXISTING OR BETTER SECTION.

SEAM-OUT EXISTING BITUMINOUS AND CONCRETE CURBS TO PROVIDE BUTT JOINT.

SEE SHEET C3, "STORM WATER POLLUTION PREVENTION PLAN", FOR SITE REPAIRING AND EROSION CONTROL NOTES.



LEGEND

	EXISTING TELEPHONE PEDESTAL		PROPOSED WATER SERVICE LINE
	EXISTING CABLE PEDESTAL		PROPOSED SANITARY SEWER SERVICE LINE
	EXISTING STORM SEWER		PROPOSED INLET PROTECTION
	EXISTING WATER MAIN		PROPOSED CURB
	EXISTING SANITARY SEWER		PROPOSED SILT FENCE
	EXISTING STORM MANHOLE		PROPOSED SPOT ELEVATION (OUTLINE, BENCHMARK SURFACE, OR OTHER INDICATOR)
	EXISTING CATCH BASIN		TEST PITS (PER WETLAND DELINEATION)
	EXISTING FLARED END SECTION		SOIL BORINGS (TOD ALBERT - AUGUST 2012)
	EXISTING HYDRANT		
	EXISTING SANITARY SEWER MANHOLE		
	EXISTING CONTOUR		
	EXISTING SPOT ELEVATION		
	EXISTING TREES		
	EXISTING DELINEATED WETLAND (EARTH SCIENCE ASSOCIATES - AUGUST 2012)		

DRAWN BY:	DESIGN BY:
A.C.	C.W.F.
PROJECT NO.:	12-1375
DATE:	AUGUST 27, 2012

DATE	REVISION DESCRIPTION
08-23-12	ROAD SUBMITTAL
10-14-12	RWD COMMENTS
11-27-12	RWD COMMENTS
12-7-12	FINAL PLANS

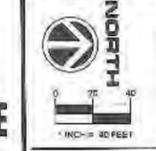
I HEREBY CERTIFY THAT THE PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

Charles W. Flowe
 CHARLES W. FLOWE
 DATE: 12/7/2012 LIC. NO. 16277

THE ESTATES OF HEATHER RIDGE SHOREVIEW, MN
 GRADING, DRAINAGE & EROSION CONTROL PLAN

PREPARED FOR:
 CLYDE & ARLENE REHBEIN

PLANNING & ENGINEERING
PLOWE ENGINEERING, INC.
 8775 LAKE DRIVE
 SUITE 110
 LINO LAKES, MN 55014
 PHONE: (651) 261-9210
 FAX: (651) 261-6701



**THE ESTATES OF HEATHER RIDGE
 GRADING, DRAINAGE & EROSION CONTROL PLAN
 SHOREVIEW, MN**

C1

**SUBDIVISION AGREEMENT
CLYDE REHBEIN
THE ESTATES OF HEATHER RIDGE**

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

2.0 On December 17, 2012 the City gave approval to subdivide certain property located within the City and described as follows (hereinafter the "subject property")

Lot 9, Block 1, HEATHER RIDGE EAST 3RD ADDITION, Ramsey County, Minnesota, and That part of the west 352.30 feet of the East Half of the Southwest Quarter of Section 1, Township 30, Range 23, Ramsey County, Minnesota, which lies northerly of the centerline of the former Northern States Power Company right-of-way, EXCEPT the north 1373.65 feet thereof. Subject to a power line and natural gas easement in favor of Northern States Power and its successors.

*(commonly known as 5816 Heather Ridge Court)
Property Identification Number 01-30-23-34-0033*

Which when subdivided will be legally described as:

Lots 1, 2, 3, and 4, Block 1, THE ESTATES OF HEATHER RIDGE, Ramsey County Minnesota.

3.0 Zoning. The property within this development is zoned PUD with the underlying zoning designation of RE(60) – Residential Estate 60 District.

4.0 Pursuant to City Ordinances, the Developer is required:

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

5.0 The approval of the City's council was subject to the terms and conditions contained herein, and the following conditions as approved by the City Council on December 17, 2012 whether or not specified in this Agreement:

Final 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 applicant shall obtain permits from Rice Creek Watershed District, and other agencies as needed prior to the City's issuance of a grading permit or building permit.
3. Municipal water and sewer shall be provided to all lots. Private utility easements and agreements shall be executed and recorded, as applicable. Said agreements shall be submitted to the City Attorney for review and approval prior to issuance of a building permit for Lots 2, 3, or 4.
4. Private agreements shall be prepared for recording the regarding shared driveway, and maintenance agreements. Said agreements shall be submitted to the City Attorney for review and approval prior to issuance of a building permit for Lots 2, 3, or 4.

Planned Unit Development – Final Stage

1. This approval permits the subdivision of the property into four single-family residential lots.
2. The underlying zoning for the PUD is RE (60), Residential Estate with a minimum lot area of 60,000 square feet.
3. Access to all lots is prohibited from Turtle Lake Road. Access to the site shall be provided only via the shared driveways to Heather Ridge Court as shown on the approved plans.
4. Tree Preservation and Replanting plan shall be submitted with each building permit application for Lots 2, 3 and 4. Replacement trees shall be planted in accordance with the City's Woodlands and Vegetation Ordinance.
5. The applicant and future property owners shall maintain a 16.5' buffer along the perimeter of all wetland areas. Signs marking this buffer area shall be installed to inform future owners that this area is to be protected and not disturbed.
6. Grading, Drainage and Erosion Control shall be submitted with each building permit application for Lots 2, 3 and 4.
7. The structure setbacks from the front property line for the planned unit development shall be a minimum of 200 feet and a maximum of 260 feet.
8. No detached accessory structures shall be permitted on Lot 3 south of the wetland area.
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.
10. These approvals expire within one-year of the date approved by the City Council.

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

A. Conditions Precedent. Prior to the City's endorsement of the plat which will effectuate the subdivision of the Subject Property into Lot 1, 2, 3, and 4, Block 1, the Developer shall:

1. Pay Public Use Dedication Fee. The Developer agrees to pay a public recreation use dedication fee in the form of a Cash Equivalent Payment based on the fair market

value of Parcel A by reference to current market data. Except as hereinafter provided, the cash equivalency payment shall be due and payable on or before the execution of a development agreement or endorsement of the plat by the City. The Cash Equivalency Payment required on a residential use depends upon the density of dwelling units per acre on the proposed development or subdivision. The proposed development has a density of 0 to 2 units per acre, therefore, **the Cash Equivalency Payment shall equal 4% of the fair market value.** Credit will be given for the existing dwelling on the subject property.

2. Installation and Maintenance of Sanitary Sewer and Water Services. Developer agrees that all sanitary sewer and water facilities, pipes or appurtenances installed on the Subject Property are private, and Developer, its successors and assigns, shall be solely responsible for the maintenance, repair and replacement of such sanitary sewer and water improvements.
 - a. Sanitary Sewer Service and Municipal Water Service (Public Utilities). Public Utilities are available in the Heather Ridge Court right-of-way. Water service and sanitary sewer stubs to service the Lots 2, 3, and 4 shall be constructed in accordance with the City's ordinances and regulations, and pursuant to specifications approved by the City Engineer. These services shall be installed prior to issuance of a building permit for a dwelling on Lot 2, 3, or 4.
 - b. Surety. Developer agrees to provide all labor and materials for the installation of any and all taps and pipe from the mains located in the Heather Ridge Court right-of-way to the property line. The installations shall be according to City standards, as required by the Public Works Director. The Developer shall provide the City with a **Surety Deposit in the amount of \$30,000.00** insuring proper installation and road restoration. **THE DEVELOPER UNDERSTANDS THAT THE CITY WILL NOT ISSUE A BUILDING PERMIT FOR CONSTRUCTION OF ANY NEW RESIDENCE ON LOTS 2, 3, or 4 PRIOR TO RECEIPT OF THIS SURETY DEPOSIT.**
 - c. A pre-construction meeting is required to be held with the City Public Works staff, Developer, their contractors, and sub-contractors who will be performing the utility and street repair work prior to issuance of any City permits for the utility or work within the public right-of-way of Heather Ridge Court.
3. As-Builts. The as-builts shall conform to the standards specified in **Exhibit C**. The Developer shall deposit an escrow in the amount of **\$4,000.00** as surety for the as-built survey prior to the issuance of a building permit for the project. The Developer shall provide the City with as-builts of the water and sanitary sewer utility infrastructure from the mains in the street to the service stubs which will be installed on Lot 3.
4. Public Easements. Drainage and Utility easements shall be dedicated to the City as required by the Public Works Director and shown on the final plat.

5. Shared Private Driveway. Private easements shall be established for the two shared driveways and shall include provisions for future repair and maintenance. The easement documents are subject to approval by the City prior to the City endorsing the plat for recording with Ramsey County.
6. Private Utilities. Private easements shall be established for the private utilities that are located across property lines, and shall include provisions for future repair and maintenance. The easement documents are subject to approval by the City prior to the City endorsing the plat for recording with Ramsey County.
7. Trunk Water Facility Charges. The City established this Charge to help pay for the trunk water facilities, and it is collected in two parts. The first part of the Charge will be \$1,207.00 for Lots 2, 3, and 4 and calculated at a rate of \$409.00 per lot as per the plat of Heather Ridge East 3rd Addition. The first part of the Charge will be due prior to the City's endorsement of the plat. The second part of the Charge will be due with the building permit for each new house on Lots 2, 3, and 4 for connection to municipal water service.
8. Maintenance of Private Sanitary Sewer and Water Services. Developer agrees that all sanitary sewer and water facilities, pipes or appurtenances installed on the Subject Property are private, and Developer, its successors and assigns, shall be solely responsible for the maintenance, repair and replacement of such sanitary sewer and water improvements.

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

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

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

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

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

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

Approved by the City Council of Shoreview, Minnesota, this **17th day of December, 2012.**

DEVELOPER

Clyde Rehbein, 5816 Heather Ridge Court

CITY OF SHOREVIEW

Sandra C. Martin, Mayor

Terry Schwerm, City Manager

**DEVELOPMENT AGREEMENT
FOR CONSTRUCTION**

Estates of Heather Ridge

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

2.0 On December 17, 2012 the City gave approval to subdivide and develop certain property located within the City and described as follows (hereinafter the "Subject Property")

*Lot 9, Block 1, HEATHER RIDGE EAST 3RD ADDITION, Ramsey County, Minnesota, and That part of the west 352.30 feet of the East Half of the Southwest Quarter of Section 1, Township 30, Range 23, Ramsey County, Minnesota, which lies northerly of the centerline of the former Northern States Power Company right-of-way, EXCEPT the north 1373.65 feet thereof. Subject to a power line and natural gas easement in favor of Northern States Power and its successors.
(commonly known as 5816 Heather Ridge Court)
Property Identification Number 01-30-23-34-0033*

Which when subdivided will be legally described as:

Lots 1, 2, 3, and 4, Block 1, THE ESTATES OF HEATHER RIDGE, Ramsey County Minnesota.

3.0 Pursuant to City Ordinances, the Developer is required:

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

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

4.0 Terms and Conditions. In compliance with the requirements of the City's Development Regulations; in compliance with the City Council's conditions of approval; and in consideration of the undertakings herein expressed, the City and Developer agree to develop Lots 2, 3, and 4, Block 1, Estates of Heather Ridge, as follows:

- A. Conditions Precedent. Prior to the City's issuance of a building permit on Lots 2, 3, or 4, the Developer shall:

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

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

2. Installation and Maintenance of Sanitary Sewer and Water Services. Developer agrees that all sanitary sewer and water facilities, pipes or appurtenances installed on the Subject Property are private, and may be located within a private utility easement and subject to a maintenance agreement. Developer, its successors and assigns, shall be solely responsible for the maintenance, repair and replacement of such sanitary sewer and water improvements, in accordance with private agreements, as applicable.

- A. Sanitary Sewer Service and Municipal Water Service (Public Utilities). Public Utilities have been installed to Lot 3. Water service and sanitary sewer stubs to service Lots 2, 3, and 4 have been constructed in accordance with the City's ordinances and regulations, and pursuant to specifications approved by the City Engineer.

3. Tree Preservation. Trees shall be preserved as possible, including those in the right of way. Protective tree fencing shall be installed in accordance with the City's Vegetation and Woodlands Ordinance. A wood chip berm, a minimum of 2 feet wide and 18 inches deep, shall be installed inside of the tree protection fence. The tree protection fence and wood chip berm shall be maintained during the period of site work. Minor revisions to the plan may be permitted with approval by the City Planner.

4. Tree Replacement. The Developer, his assigns, or successors in interest, shall submit a tree removal and replacement plan with any building permit application, including a building permit for a driveway, and water or sewer permits for utility installation for the Subject Property. The plan shall show the location of Landmark Trees, as defined in the Municipal Code, within **30 feet of the limits** of construction and the construction access drive and identify any Landmark Trees that will be removed. The plan shall show the proposed replacement trees and their locations. Replacement trees are required at a ratio of one (1) replacement tree for each Landmark Tree removed. A surety will be required for the replacement trees prior to the issuance of a building permit.
5. Construction Management. The Developer and its contractors and subcontractors shall work to minimize impacts from construction on the surrounding neighborhood by:
 - A. Definition of Construction Area. The limits of the Project Area shall be defined with heavy-duty erosion control fencing of a design approved by the Public Works Director. Any grading, construction or other work outside this area requires approval by the Public Works Director.
 - B. Parking and Storage of Materials. Adequate on-site parking for construction vehicles and employees must be provided or provisions must be made to have employees park off-site and be shuttled to the Project Area. No fill, excavated material or construction materials shall be stored in any public right-of-way.
 - C. Hours of Construction. Hours of construction, including moving of equipment shall be limited to the hours between 7:00 a.m. and 7:00 p.m. on weekdays and 8:00 a.m. and 6:00 p.m. on any weekend or holiday.
 - D. Site Maintenance. The Developer shall ensure that the contractor maintains a clean work site. Measures shall be taken to prevent debris, refuse and other materials from leaving the site. Construction debris and other refuse generated from the project shall be removed from the site in a timely fashion and/or upon the request by the City.

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

6.0 All Costs Responsibility of Developer. The Developer agrees to pay for all costs incurred of whatever kind or nature in order to construct the improvements required by the City's regulations. The City shall not be obligated to pay the Developer or any of its agents or contractors for any costs incurred in connection with the construction of the improvements, or the development of the Subject Property. The Developer agrees to hold the City harmless

from any and all claims of whatever kind or nature which may arise as a result of the construction of the improvements, the development of the property or the acts of the Developer, its agents or contractors in relationship thereto.

7.0 Financial Surety Escrows. The Developer is required to submit financial surety escrows as identified in this agreement. The developer agrees to reimburse the City at a rate of \$55.00 per hour for each hour or fraction thereof used by a City employee in the administration of the Escrow Agreement. The obligations imposed by this paragraph shall commence on the date of execution of this agreement. THE DEVELOPER UNDERSTANDS THAT THE CITY WILL NOT ISSUE A BUILDING PERMIT FOR CONSTRUCTION OF ANY NEW RESIDENCE ON LOTS 2, 3, OR 4 PRIOR TO RECEIPT OF THESE SURETY DEPOSITS.

- A. The developer shall not receive interest on the amount of the surety.
- B. The developer agrees that the surety may be utilized by the City to ensure compliance with the terms of the Development Agreement For Grading, Drainage and Erosion Control and to maintain all utility construction on the site, including the cleaning of road surfaces and storm sewer systems, as determined by the Engineering Department. The surety may also be utilized for clean-up or restoration of areas off of the construction site that are directly or indirectly impacted by conditions on the site.
- C. The developer agrees, upon written notification from the Public Works Director that proper erosion control methods are not being taken, to remedy the problem identified within 24 hours. In the event the remedy is not satisfactorily in place within that time period, the Developer acknowledges that the City may utilize the surety to complete the necessary work.
- D. Any funds not so utilized by the City shall be returned to the Developer once the Public Works Director has determined that the need for erosion control has been satisfied.
- E. Any soils transported to this site or exposed on the site shall be seeded consistent with a plan approved by the Public Works Director.
- F. This agreement shall not supersede any specifications required by the Public Works Director on the approved grading plan.

8.0 Other Agency Approvals. It is the Developer's responsibility to apply for and to acquire all other required agency permits prior to commencing construction, including all approvals necessary from the Rice Creek Watershed District.

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

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

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

- A. The City may make advances or take other steps to cure the default, and where necessary, enter the subject property for that purpose. The Developer shall pay all sums so advanced or expenses incurred by the City upon demand, with interest from the dates of such advances or expenses at the rate of 10% per annum. No action taken by the City pursuant to this section shall be deemed to relieve the Developer from curing any such default to the extent that it is not cured by the City or from any other default hereunder. The City shall not be obligated, by virtue of the existence or exercise of this right, to perform any such act or cure any such default.
- B. The Developer shall save, indemnify, and hold harmless, including reasonable attorneys fees, the City from any liability or other damages, which may be incurred as a result of the exercise of the City's rights pursuant to this section.
- C. Obtain an order from a court of competent jurisdiction requiring the Developer to specifically perform its obligations pursuant to the terms and provisions of this Agreement.
- D. Exercise any other remedies, which may be available to it, including an action for damages.
- E. Withhold the issuance of a building permit and/or prohibit the occupancy of any building(s) for which permits have been issued.
- F. In addition to the remedies and amounts payable set forth or permitted above, upon the occurrence of an Event of Default, the Developer shall pay to the City all fees and expenses, including reasonable attorneys fees, incurred by the City as a result of the Event of Default, whether or not a lawsuit or other action is formally commenced or taken.

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

Approved by the City Council of Shoreview, Minnesota, this **17th day of December, 2012**.

DEVELOPER

Clyde Rehbein, 5816 Heather Ridge Court

CITY OF SHOREVIEW

Sandra C. Martin, Mayor

Terry Schwerm, City Manager

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to approve Resolution No. 12-115, receiving the Feasibility Report for Red Fox Road Improvements, City Project 12-04, and calling for a Public Hearing to be held on January 7, 2013 at 7:00 p.m., on the proposed improvements.

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

REGULAR COUNCIL MEETING
DECEMBER 17, 2012

TO: MAYOR, CITY COUNCIL, CITY MANAGER

FROM: TOM WESOLOWSKI, CITY ENGINEER

DATE: DECEMBER 12, 2012

SUBJECT: RECEIVE FEASIBILITY REPORT AND CALL FOR PUBLIC HEARING
FOR RED FOX ROAD IMPROVEMENTS, CITY PROJECT 12-04

Introduction

On May 21, 2012, the City Council directed the City Engineer to prepare a Feasibility Report describing the proposed public infrastructure improvements for Red Fox Road, City Project 12-04. See attached map for location. Pursuant to the Chapter 429 Improvement Process, it is necessary that the City Council receive the Feasibility Report and call for a Public Hearing.

Discussion

In mid-November City staff prepared a draft feasibility report and supplied it to the businesses located along Red Fox Road. Comments from the business were positive and supportive of the proposed improvements.

The Feasibility Report discusses the proposed improvements, estimated costs, funding sources and project schedule. The proposed improvements include:

- Widening the roadway to accommodate a middle turn lane.
- Installation of a cul-de-sac at the east dead end of the roadway.
- Widening of the road near the intersection of Lexington Avenue to accommodate an additional turn lane and a concrete median.
- Reconstruct and/or rehabilitation of the asphalt roadway to a 9-ton design.
- Relocating and upgrading the traffic signal on the SE corner of the Red Fox Road and Lexington Avenue intersection.
- Replacement and relocation of the water main systems.
- Relocation of a portion of the sanitary sewer.
- Installation of a storm water collection system consisting of a series of catch basins, catch basin manholes, and underground piping.
- Installation of storm water treatment infrastructure.
- Replacement of cobra head fixtures on the existing street lights and installation of an additional street light at the end of the cul-de-sac.

As part of the feasibility process City staff examined two storm water management options. The first alternative would direct the storm water run-off from Red Fox Road to an existing storm water treatment pond located on the Target property south of Red Fox. City staff has met with representatives from Target to discuss the possibility of the City taking over ownership of the existing pond. Run-off from the Red Fox drainage area along with the run-off from the Target site would be directed to the pond. The pond would provide storage and treatment of run-off. The pond would need to be enlarged to provide additional treatment and storage capacity and meet

the current requirements of the Rice Creek Watershed rules. Treated water from the pond would be discharged into the existing storm water system located on Lexington Avenue.

A second alternative consisting of piping and structures located under Red Fox Road that would store and treat the run-off from the road is also included in the feasibility report. The treated water would be discharged to the existing storm water system located on Lexington Avenue.

The estimated construction costs for the two storm water management alternatives vary significantly and have a direct affect on how the asphalt surface of the road will need to be improved. The first alternative has a significantly higher construction cost for the storm water infrastructure, but disturbs less of the road surface allowing a majority of the existing asphalt to be rehabilitated at a lower cost. The second alternative has a lower construction cost for the storm water infrastructure, but disturbs a much larger portion of the roadway requiring a complete reconstruction of the road surface at a higher cost.

Staff is continuing to with Target representatives on the potential acquisition of the pond. Staff believes it would be the best alternative if it can be accomplished in a timely manner since it would minimize the disruption to traffic in the area. Staff is planning to bid this project in the winter and is planning to have it completed by late summer prior to Trader Joes opening. However if the Target pond cannot be acquired to meet this deadline the project can be bid with the alternate storm water scenario.

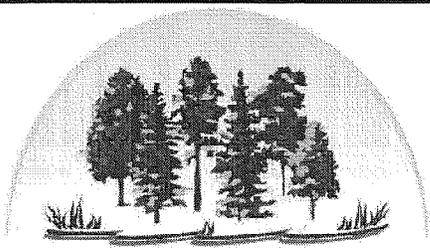
The estimated total project cost for the Red Fox Road Improvements is estimated at \$1,477,260 for alternate #1 and \$1,333,347 for alternate #2. The proposed project would be funded through tax increment financing, street renewal funds, special assessments/bonding, and utility funds.

The information included in the Feasibility Report has shown that the proposed Red Fox Road Improvement Project is technically and financially feasible and that the rehabilitation and/or reconstruction and widening of the roadway, installation of a concrete median, replacement and relocation of the water distribution system, relocation of the sanitary sewer, and installation of a storm water collection and treatment system will directly benefit the business adjacent to Red Fox Road, as well as the other residents of Shoreview.

The feasibility report contains design concepts and recommendations and is not intended to present a detailed design for the proposed project. The development of final plans and specifications typically follows the Public Improvement Hearing after the adjacent property owners are given a chance to address the Council with their comments and/or concerns.

Recommendation

It is recommended that the City Council receive the Feasibility Report for City Project 12-04 and call for a Public Hearing on January 7, 2013.

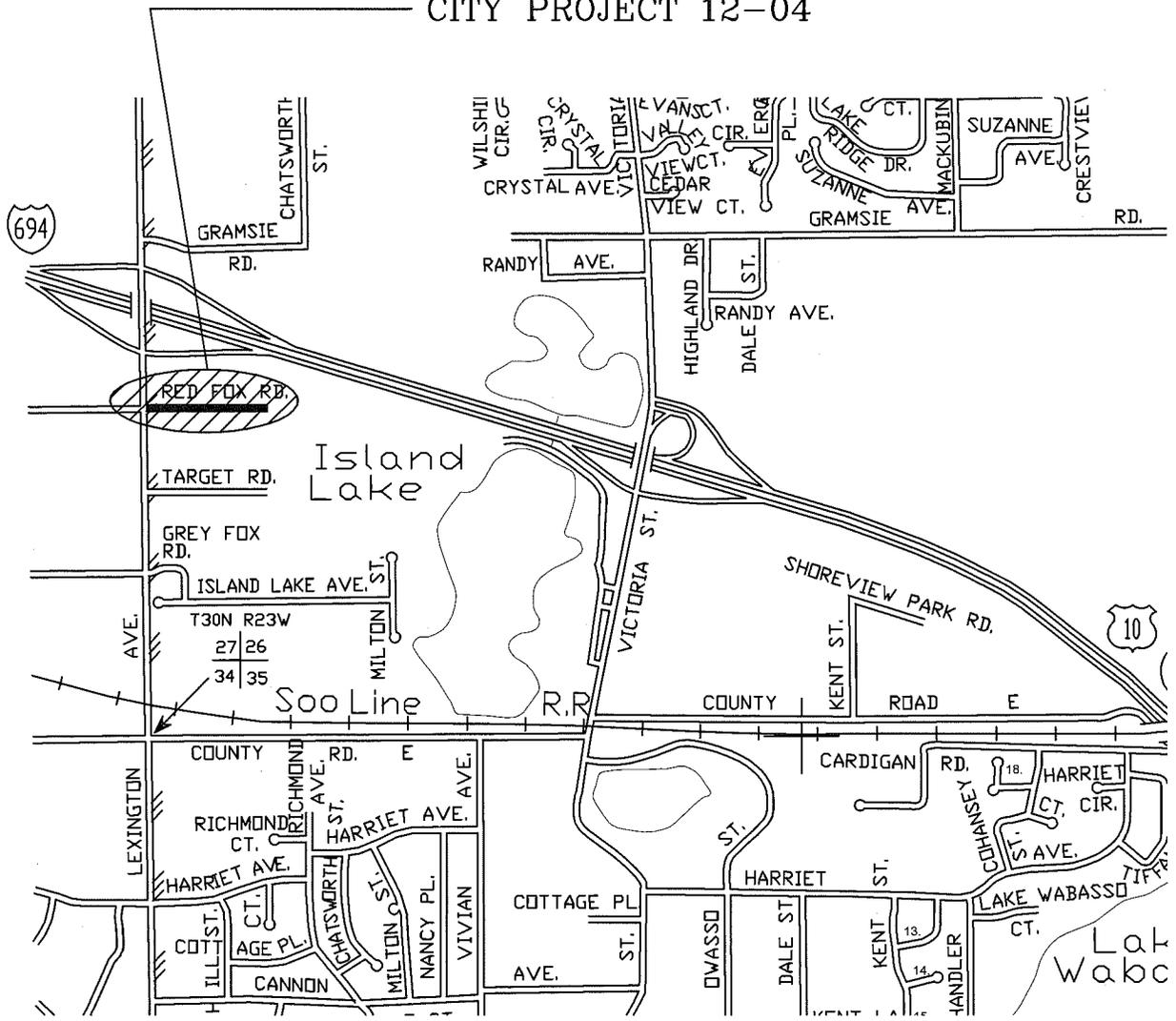


Shoreview

CITY OF SHOREVIEW

RED FOX ROAD
RECONSTRUCTION

CITY PROJECT 12-04



LOCATION MAP
EXHIBIT 1
MAY 2012



NO SCALE

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

HELD DECEMBER 17, 2012

* * * * *

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, was duly called at the Shoreview City Hall in said City on December 17, 2012 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. 12-115

**RECEIVING FEASIBILITY REPORT AND
CALLING FOR PUBLIC IMPROVEMENT HEARING
FOR THE
RED FOX ROAD IMPROVEMENTS
CITY PROJECT 12-04**

WHEREAS, current traffic conditions on Red Fox Road warranted the preparation of a feasibility report to determine if proposed improvements would be technically and financial feasible; and

WHEREAS, improvements to Red Fox Road are proposed to reconstruct/rehabilitate the asphalt roadway, replace and relocate the water distribution system, relocate a portion of the sanitary sewer, and install a storm sewer collection and treatment system; and

WHEREAS, pursuant to a resolution adopted by the City Council of Shoreview on May 21, 2012, a Feasibility Report has been prepared by the City Engineer with reference to the said street, by reconstructing/rehabilitating the street, replacement and relocation of the water distribution system, relocation of a portion of the sanitary sewer, and construction of a storm sewer system collection and treatment system; and

WHEREAS, the Feasibility Report was received by the Council on December 17, 2012.

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

1. That the improvements for City Project 12-04, as generally described in the report, are hereby found to be necessary and cost-effective.

2. That the City Council will consider the improvement of said street in accordance with the report and the assessments of abutting property for all or a portion of the cost of the improvement pursuant to Minnesota Statutes Chapter 429 at an estimated cost of the improvements of \$1,477,260 for alternate #1 and \$1,333,347 for alternate #2 for the Red Fox Road Improvements.
3. A Public Hearing shall be held for City Project 12-04 on such proposed improvement on January 7, 2013, in the City Council Chambers of the City Hall at 7:00 p.m., local time, and the City Manager shall give mailed and published notice of such hearing and improvement as required by law.

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

and the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted this 17th day of December, 2012.

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 17st day of December 2012, 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 receiving the Feasibility Report for City Project 12-04 and calling for public hearings.

WITNESS MY HAND officially as such Manager and the corporate seal of the City of Shoreview, Minnesota, this 18th day of December 2012.

SEAL

Terry Schwerm
City Manager



City of Shoreview

Feasibility Study & Report

For

Red Fox Road Improvement

City Project 12-04

December 17, 2012

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Feasibility Study and Report

For

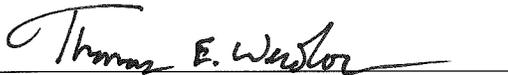
Red Fox Road Improvements

City Project 12-04

City of Shoreview, Minnesota

December 17, 2012

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.



Thomas E. Wesolowski, PE
Registration No. 40245

Date 12/17/12

Acknowledgement – Mike Shaughnessy, Senior Engineering Technician, City of Shoreview, assisted with the mapping, cost estimates and preliminary layouts.

Red Fox Road Improvement Project

December 17, 2012

Executive Summary

Background and Findings

The Shoreview City Council ordered the preparation of this report on May 21, 2012. This report has been prepared for the proposed improvements of the street, water main, sanitary sewer, and storm sewer infrastructure for the Red Fox Road Improvements, City Project 12-04. The public roadways included in this project are as follows:

Red Fox Road from Lexington Avenue to the East Dead End

The recommendation of this report is to widen the roadway, rehabilitate and/or reconstruct the existing asphalt surface, replace and relocate water main systems, relocate a portion of the sanitary sewer, and install a storm water collection and treatment system within the project limits. This report also recommends the installation of a concrete median from Lexington Avenue to the intersection of the Target and Exxon entrances. The streets in this proposed project would be designed to 9 tons, which is consistent with City standards and City code for commercial streets.

Project Costs

The proposed improvements would be funded by a combination of tax increment financing, street renewal funds, special assessments/bonding, and utility funds. This report includes two alternatives with different methods for storm water management that affect how the existing pavement surface will be improved. The estimated total project cost for each alternative and the associated financing are listed below:

Alternate #1 – Storm Water Treatment - Pond

Street	\$ 414,144
Water Main	\$ 209,016
Sanitary Sewer	\$ 57,131
Storm Sewer	\$ 690,969
Traffic Signal	\$ 60,000
Street Lights	<u>\$ 46,000</u>
Total Project Cost – Alternative #1	\$ 1,477,260

Alternate #2 – Storm Water Treatment – Underground Filtration

Street	\$ 615,981
Water Main	\$ 209,016
Sanitary Sewer	\$ 57,131
Storm Sewer	\$ 345,219
Traffic Signal	\$ 60,000
Street Lights	<u>\$ 46,000</u>
Total Project Cost – Alternative #2	\$ 1,333,347

Financing

Alternate #1

Street	
Street Renewal	\$ 346,949
Assessments	\$ 67,195
Water	
Water Fund	\$ 209,016
Sanitary Sewer	
Sewer Fund	\$ 57,131
Storm Sewer	
Surface Water Fund	\$ 517,684
TIF	\$ 65,000
Assessments	\$ 108,285
Traffic Signal	
Assessments	\$ 50,000
TIF	\$ 10,000
Street Lights	
Street Light Fund	\$ 23,500
TIF	\$ 22,500

Alternate #2

Street		
Street Renewal		\$ 548,786
Assessments		\$ 67,195
Water		
Water Fund		\$ 209,016
Sanitary Sewer		
Sewer Fund		\$ 57,131
Storm Sewer		
Surface Water Fund		\$ 171,934
TIF		\$ 65,000
Assessments		\$ 108,285
Traffic Signal		
Assessments		\$ 50,000
TIF		\$ 10,000
Street Lights		
Street Light Fund		\$ 23,500
TIF		\$ 22,500

Conclusions

1. The improvement project for Red Fox Road is technically and financially feasible.
2. The rehabilitation and/or reconstruction and widening of the roadway, installation of a concrete median, replacement and relocation of the water distribution system, relocation of the sanitary sewer, and installation of a storm water collection and treatment system will directly benefit the business adjacent to Red Fox Road, as well as the other residents of Shoreview.

Recommendations

1. Proceed with improvements as proposed in this report.
2. Schedule a public hearing for City Project 12-04 on January 7, 2013 at the regularly scheduled City Council meeting.

I. Introduction

This report consists of the exploration of the Red Fox Road Improvement Project. The City Council of Shoreview ordered the preparation of a feasibility report on May 21, 2012 for Red Fox Road Improvements, City Project 12-04. Red Fox Road runs east from Lexington Avenue to the Island Lake Golf Course.

Red Fox Road is a local street that is heavily used for commercial traffic. Adjacent properties abutting the proposed improvements are commercial properties which include Target, Wendy's, the new Stonehenge retail development as well as the Island Lake Golf Course. The area is zoned Commercial, except for the golf course which is zoned Park. See Exhibit 1 in Appendix A for a map of the proposed project area.

Red Fox Road was built in 1989 in conjunction with the construction of Target and was designed to handle traffic to and from Target. Watermain was installed in 1970 and sanitary sewer was installed in 1989 to all portions of the project area. All existing lots within the project area are currently served by the City's sanitary sewer collection and water distribution systems.

The storm sewer infrastructure for the east ½ of Red Fox Road was designed with the Target building and is connected to the stormwater infrastructure on the Target property. Storm water from Red Fox and the Target site is directed to a storm pond located along Lexington Avenue, which is owned and maintained by Target. The storm water from the west 1/2 of the road is collected in catch basins and directed to the Ramsey County storm water collection system on Lexington Avenue.

The project is located within the Rice Creek Watershed District (RCWD). The City is required to obtain a separate permit through the RCWD for the stormwater improvements made on this project.

This report was prepared by the Shoreview Public Works Department and addresses the existing conditions, proposed improvements, and estimated cost of the improvements. If this feasibility report is received and improvements subsequently ordered, the work will require approximately three months to complete. City staff will conduct all design work surveying, construction inspection, and contract administration for this project.

II. Existing Conditions – Streets and Public Utilities

Street – Pavement, Intersection Geometry, Traffic Flow, and Soils

Red Fox Road consists of approximately 1000 linear feet of bituminous asphalt roadway varying in width from 30 to 33-feet with concrete curb and gutter and a storm water collection system. There are a total of two driving lanes, one for each direction of traffic, and the speed limit is 30 mph. The surface of the bituminous asphalt is exhibiting signs of

distress such as cracking, but has not deteriorated to the point where complete reconstruction of the subbase and asphalt is required.

The west end of Red Fox Road, which is the major access point, intersects with Lexington Avenue just south of Interstate 694. Lexington Avenue is under the jurisdiction of Ramsey County and has a functional classification as a Minor Arterial, which carries annual average daily traffic (AADT) volumes in excess of 22,000 vehicles.

Traffic movement at the intersection is controlled by traffic lights, which are timed for maximum north/south movement of vehicles on Lexington. Three lanes are available for westbound traffic existing Red Fox Road; a left turn lane to southbound Lexington, a right turn lane to northbound Lexington, and westbound to cross Lexington. One 15-foot wide lane is available for vehicles turning off Lexington to eastbound Red Fox or crossing Lexington from the west. See Exhibit 2 in Appendix A for an aerial view of the intersection.

Traffic movement on Red Fox and at the intersection at Lexington Avenue does not operate in a safe and congestion free manner. Due to the configuration of the road and spacing of access points for the businesses located along the road there are issues with traffic flow that cause congestion and delays, especially during peak traffic times. At times traffic from Red Fox backs up onto Lexington Avenue causing traffic delays on the County road. The traffic flow issues are expected to worsen with the additional development that is occurring at the east end of the roadway.

A surface exploration and geotechnical review has been completed for the project site and is included in Appendix B of this report. The layer directly beneath the pavement consists of a sand sub-base varying in depth from 2 to 3-feet. This layer is free draining and is considered to be relatively low in frost heave potential. The underlying soils beneath the sand sub-base are comprised mainly of sandy lean clay and clayey sand. Typically these soils are considered slow draining, are moderately frost susceptible, and are subject to weakening upon thaw.

Water Main

The project area is served by Shoreview's municipal water system, which is located within the road right-of-way and a utility easement located on a business property adjacent to the road. The existing water main consists of 8-inch cast iron pipe (CIP). CIP is a relatively brittle material and over time has a tendency to fracture and/or break, causing loss of water and requiring the pipe to be repaired.

Sanitary Sewer

All existing lots within the project area are served by the City's sanitary sewer collection, which is located within the road right-of-way and a utility easement located on a business property adjacent to the road. The sanitary sewer for the entire project area is routed

south along Lexington Avenue to a Metropolitan Council sanitary sewer main located at the southwest corner of the City boundary.

The existing sewer main consist of 8-inch polyvinyl chloride pipe (PVC) and 9-inch vitrified clay pipe (VCP). PVC pipe is the modern standard for sanitary sewer pipe of that size. VCP sanitary sewer lines are typically very brittle and tend to fracture easily. This type of pipe is not utilized in modern construction practices. The section of VCP sewer has issues with debris building up in the pipe, which requires the utility crews to perform periodic cleaning.

Storm Sewer

Surface water runoff from the east 1/3 of Red Fox Road flows into catch basins and is piped through the Target parking lot along with the runoff from the Target site to a storm pond located along Lexington Avenue, which is owned and maintained by Target. The Target pond was originally designed in 1988 and increased in size to add additional storage and treatment capacity in 2000 when Target enlarged the store. The existing pond does not meet the Rice Creek Watershed District's current rules for storm water treatment ponds.

The west 2/3 of the road is collected in catch basins and piped to the Ramsey County storm water collection system located on Lexington Avenue.

Sidewalk

There is a 6-wide concrete sidewalk located on the south side of the road that extends from Lexington Avenue approximately 500-feet to the east.

Street Lights

The project area is currently served by three streetlights that are owned by the City of Shoreview. The streetlights consist of metal poles, cobra-head light fixtures with 100-watt high-pressure sodium bulbs, and power supplied by underground lines.

III. Proposed Improvements – Streets, Storm Sewer, Water Main and Sanitary Sewer

Preliminary drawings showing the proposed improvements are included in Exhibit 4 of Appendix A of this report.

Streets – Pavement, Intersection Geometry, Traffic Flow, and Soils

City staff is proposing adding additional width to the roadway and reconstruction and/or rehabilitation of the existing pavement.

The street would be widened 2 feet to the north to accommodate an east and west drive lane as well as a center turn lane. The street would also be widened 8 feet to the south, from Lexington Avenue approximately 200 feet east, to accommodate 3 west bound lanes (left turn, right turn and straight), 2 east bound lanes (straight and right turn into Target) as well as a concrete median. Based on the type of storm water collection and treatment constructed the existing road surface would either be reconstructed or rehabilitated. Reconstruction would consist of removing and replacing the asphalt surface and subgrade. Rehabilitation the existing road surface would consist of reclaiming the bituminous surface, grading of the aggregate material to ensure a crown for proper drainage and paving a new bituminous surface.

Red Fox Road would be constructed with a bituminous surface and a barrier style concrete curb and gutter. The pavement would meet a 9-ton design, which is the City standard for streets in similar commercial areas. A cross-section of the proposed street is shown in Exhibit 3 of Appendix A. The proposed concrete curb and gutter would be a barrier- type of curb and would match existing conditions. Concrete curb in driveway areas would be cut down into the curb to allow a smooth transition between the roadway and driveway. The estimated life of these types of improvements is typically a minimum of 20 years; with Shoreview's preventative measures (such as crack filling and seal coating), the pavement surface should be serviceable upwards of 25-30 years.

The additional traffic lanes and concrete median is required to improve the traffic flow on Red Fox and relieve the congestion and delays that are currently occurring on the roadway and ensure safe traffic movement throughout the area.

City staff has reviewed the soil borings that were conducted by American Testing and Engineering. According to the soils engineering report, the soils located within this project are sandy lean clay and clayey sand. These types of soils are typically considered slow draining, are moderately frost susceptible, and are subject to weakening upon thaw. A sand sub-base is located under the existing pavement structure that is less susceptible to frost movements and creates a stable base for the pavement. The new sections of roadway would be constructed with a sand sub-base to match the existing section.

Water Main

The project would include the replacement of approximately 875-linear feet of existing 8-inch CIP water main. CIP water main is a relatively brittle material that fractures fairly easily when soils are disturbed or settlements occur around water mains. The disturbance of soils during the storm sewer installation and sanitary sewer relocation near and around the CIP could pose a potential risk of water main failures after construction. It has been the City's practice to replace CIP watermain when adjacent construction work would disturb the original watermain installation. The watermain would be replaced with High Density Polyethylene (HDPE) pipe that would be installed by a trenchless technology called "pipe bursting". Pipe bursting is completed by pulling an auger through the old water main which bursts the pipe and pulls in the new HDPE pipe behind it. This

technology has been in use since 1980 and was used for the water main replacement that was completed as part of the Demar/County Road F/Floral reconstruction project in 2012.

Pipe bursting is proposed for this project because it will allow the roadway to remain open to traffic during construction as compared with an open trench installation. As part of the water main replacement all water services within the right-of-way, curb stops, gate valves, and hydrants will also be replaced.

A portion of the watermain is located within a utility easement that is on a commercial lot located adjacent to the road. Staff is recommending the watermain be relocated from the utility easement to within the road right of way. The relocated watermain would be more accessible to utilities crews if maintenance is needed.

Sanitary Sewer

The sanitary sewer located under the roadway consists of PVC sewer pipe in good condition and does not require replacement. The portion of the sanitary sewer that is constructed of VCP is located within a utility easement that is on a commercial lot located adjacent to the road. Staff is recommending the sanitary sewer be relocated from the utility easement to within the road right of way. The relocated sewer would be constructed of PVC pipe, the modern standard for sewer pipe, and be designed to reduce and/or eliminate the build-up of debris that occurs in the pipe. The relocated sewer would also be more accessible to utilities crews if maintenance is needed.

Storm Sewer

The proposed improvements for this project include the installation of a stormwater collection and treatment system consisting of a series of catch basins, catch basin manholes, and stormwater treatment.

Stormwater runoff that drains to the street would be collected at the catch basins and directed to underground piping located beneath the road. Drainage from the east 1/3 of Red Fox Road, which is currently directed to the stormwater collection system on the Target site, would be directed to the new City collection system and the connection to the Target system would be removed. Run-off from the new TCF Bank site would also be directed to the City's collection system.

As per Rice Creek Watershed District (RCWD) rules, run-off from the Red Fox Road drainage area must be treated before it is discharged into the Ramsey County storm sewer system located along Lexington Avenue. Clay type soils are located below the road, which are not conducive for infiltration and land is not available within the road right of way for surface type treatment of the run-off.

Two alternatives for stormwater treatment are considered for this project. The first alternative consists of directing the drainage to an existing storm water treatment pond

located on the Target property that is adjacent to the road. City staff has met with representatives from Target to discuss the possibility of the City taking over ownership of the existing pond. Run-off from the Red Fox drainage area along with the run-off from the Target site would be directed to the pond. The pond would provide storage and treatment of run-off. The pond would need to be enlarged to provide additional treatment and storage capacity and meet the current requirements of the RCWD rules. Treated water from the pond would be discharged into the existing storm water system located on Lexington Avenue.

The second alternative consists of piping and structures located under the road that would store and treat the run-off from Red Fox Road. The treated water would be discharged to the existing storm water system located on Lexington Avenue.

The proposed improvements are consistent with the goals and policies of Shoreview's Surface Water Management Plan (SWMP) and the requirements of the City's National Pollution Discharge Elimination System (NPDES) permit and Surface Water Pollution Prevention Plan (SWPPP). The project is located in the RCWD and the City is required to get a permit for stormwater management.

Plans and specifications will incorporate erosion control practices consistent with Minnesota Pollution Control Agency's Best Management Practices and meet all requirements of the NPDES and RCWD.

Sidewalk

The sidewalk on the south side of Red Fox would need to be removed due to the additional lane that would be added. New concrete sidewalk would be re-installed along the south side of the road. Staff is recommending a 6-wide concrete sidewalk be installed along the entire north side of the road from Lexington Avenue to the new cul-de-sac. The sidewalk would provide pedestrians safe access to the businesses located on the north side of the road.

Traffic Signal

The traffic signal located in the SE corner of the intersection would need to be moved due to the additional lane that would be added. The development of specifications for this specialized type of work is beyond the expertise of City staff and the services of an Engineering Consultant would be required.

Street Lights

The improvements for this project would include the addition of a street light at the end of the proposed cul-de-sac located on the east end of the road, which would match the existing poles. The 100-watt high-pressure sodium cobra head fixtures on the existing street lights would be replaced with the City's standard LED 60-watt cobra head.

City staff would hire an electrical engineer to assist with the design, plans and specification for this work.

Private Utilities

The City notifies all utility companies as it relates to the proposed improvements on projects. Private utilities and their associated agencies located on this project include Comcast Communication - Cable and Television; Century Link – Telephone and Communication; and Xcel Energy – Electric, Gas & existing Street Lights. The City of Shoreview encourages these companies to repair or replace their utilities during or prior to the start of Shoreview's construction projects.

Landscaping

Vegetated areas that are disturbed during construction would be restored to an equal or better pre-construction condition.

Permits

The City is required to obtain the necessary permits to construct this project. Permits are necessary for the repair and construction as it relates to site disturbance and work located within Ramsey County right-of-way.

As required by the Minnesota Pollution Control Agency, a NPDES permit is needed for disturbances over one acre in size. Local agencies and contractors must obtain permits and provide sureties to prevent erosion from exiting the construction site on all sites one acre or more that are being disturbed. This permit must be obtained by common permit by both the City and contractor prior to starting the construction project.

The design for the storm water improvements does require a permit from the Rice Creek Watershed District.

The City will be required to obtain Department of Health and Metropolitan Council permits to repair and/or add additional sanitary sewer and water main to the City's system. These permits will be required prior to construction of the project.

IV. Estimated Costs

A detailed cost estimate is included in Appendix C of this report. The cost estimate is based on construction prices experienced for similar improvements and includes an additional 25% to cover non-construction costs associated with the project such as; engineering, legal, administrative costs, and construction contingencies. The two alternatives for storm water management affect how the existing pavement surface will be improved. The estimated total project cost for each alternative is listed below:

Alternate #1 – Storm Water Treatment - Pond

Street	\$ 414,144
Water Main	\$ 209,016
Sanitary Sewer	\$ 57,131
Storm Sewer	\$ 690,969
Traffic Signal	\$ 60,000
Street Lights	<u>\$ 46,000</u>
Total Project Cost – Alternative #1	\$ 1,477,260

Alternate #2 – Storm Water Treatment – Underground Filtration

Street	\$ 615,981
Water Main	\$ 209,016
Sanitary Sewer	\$ 57,131
Storm Sewer	\$ 345,219
Traffic Signal	\$ 60,000
Street Lights	<u>\$ 46,000</u>
Total Project Cost – Alternative #2	\$ 1,333,347

V. Estimated Assessments

Assessments proposed for improvements are administered in accordance with Minnesota Statutes, Chapter 429 and the City of Shoreview Street Renewal Program Unit Assessment Policy dated March 7, 1986.

Appendix D has a detailed map and list of commercial properties with proposed assessments for the improvements. The payback period for assessments related to street and storm sewer is typically 10-years.

Street

Street assessments are proposed for this project. The City's Street Assessment Policy was intended for street projects in residential neighborhoods and does not address street projects in commercial areas. The street assessment proposed for the project is based on the costs directly related to improving traffic flow on Red Fox, which include the extra width of pavement required at the intersection and to add the middle turn lane, the concrete median, traffic signal improvements, and replacement of concrete curb and gutter associated with widening the roadway. The amount assessed is based on the length of curb footage along Red Fox Road.

Total assessed cost for street improvements	\$ 117,195
Estimated street assessment amount	Dependant on curb footage

Storm Sewer

Storm sewer assessments are proposed for this project. City records indicate that the properties within the project area have not been previously assessed for storm sewer improvements. In accordance with the City's assessment policy for storm sewer the amount assessed for each industrial or commercial zoned lot is dependent on the size of the lot and the type of benefit the property receives from the improvement. Based on the definitions listed in the City's Storm Sewer Assessment Policy the adjacent lots would be receiving an "Indirect Benefit", which is assessed at a rate of \$0.105/square foot.

Total assessed cost of storm sewer	\$ 108,285
Estimated storm water assessment amount	Dependant on lot size

Water Main and Sanitary Sewer

It has been Shoreview's practice to assess for water main and sanitary sewer improvements once, at the time of original construction. City sewer and water currently serve all properties located in this neighborhood. Therefore sanitary sewer and water assessments are not warranted for this project.

The final assessment amounts for the properties adjacent to Red Fox Road will be determined at the completion of the project. Assessment amounts may be reduced in consideration of easements, property, and access management as provided to the City by the adjacent property owners as required to complete the project.

VI. Funding Sources

The proposed improvements would be funded by a combination of tax increment financing, street renewal funds, special assessments/bonding, and utility funds. The funding sources for each alternative are listed below:

Alternate #1

Street	
Street Renewal	\$ 346,949
Assessments	\$ 67,195
Water	
Water Fund	\$ 209,016
Sanitary Sewer	
Sewer Fund	\$ 57,131
Storm Sewer	
Surface Water Fund	\$ 517,684
TIF	\$ 65,000
Assessments	\$ 108,285
Traffic Signal	
Assessments	\$ 50,000
TIF	\$ 10,000
Street Lights	
Street Light Fund	\$ 23,500
TIF	\$ 22,500

Alternate #2

Street	
Street Renewal	\$ 548,786
Assessments	\$ 67,195
Water	
Water Fund	\$ 209,016
Sanitary Sewer	
Sewer Fund	\$ 57,131
Storm Sewer	
Surface Water Fund	\$ 171,934
TIF	\$ 65,000
Assessments	\$ 108,285
Traffic Signal	
Assessments	\$ 50,000

TIF	\$ 10,000
Street Lights	
Street Light Fund	\$ 23,500
TIF	\$ 22,500

VII. Project Schedule

Assuming receipt of this report by the City Council, the proposed project schedule will be as follows:

Council Receives Feasibility Report	December 17, 2012
Public Improvement Hearing	January 7, 2013
Council Approve Plans and Specifications	January 21, 2013
Bid Opening	February 26, 2013
Council Award Contract	March 4, 2013
Construction Start	May 2013
Construction Complete	July 2013
Assessment Hearing	July 2014

VIII. Conclusions and Recommendations

Conclusions

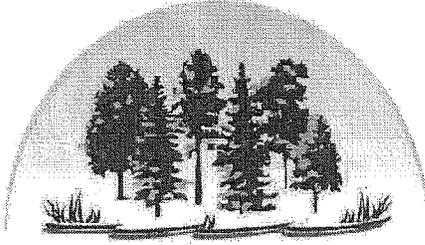
1. The improvement project for Red Fox Road is technically and financially feasible.
2. The reconstruction and/or rehabilitation and widening of the roadway, installation of a concrete median, replacement and relocation of the water distribution system, relocation of the sanitary sewer, and installation of a storm water collection and treatment system will directly benefit the business adjacent to Red Fox Road, as well as the other residents of Shoreview.

Recommendations

1. Proceed with improvements as proposed in this report.
2. Schedule public hearings for City Project 12-04 on January 21, 2013 at the regularly scheduled City Council meeting.

APPENDIX A

Exhibits

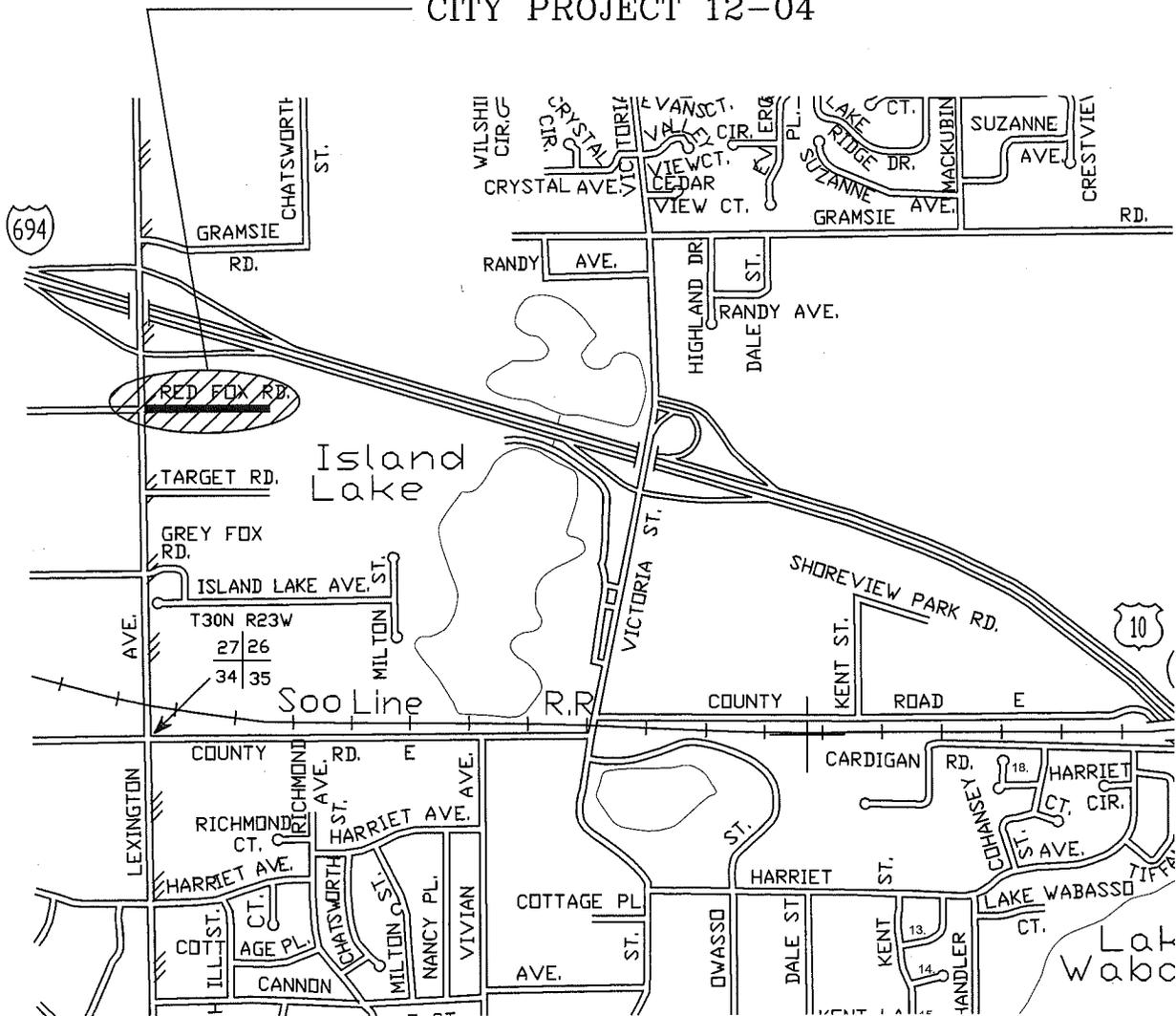


Shoreview

CITY OF SHOREVIEW

RED FOX ROAD
RECONSTRUCTION

CITY PROJECT 12-04



LOCATION MAP
EXHIBIT 1
MAY 2012

NO SCALE



104.6

0

52.31

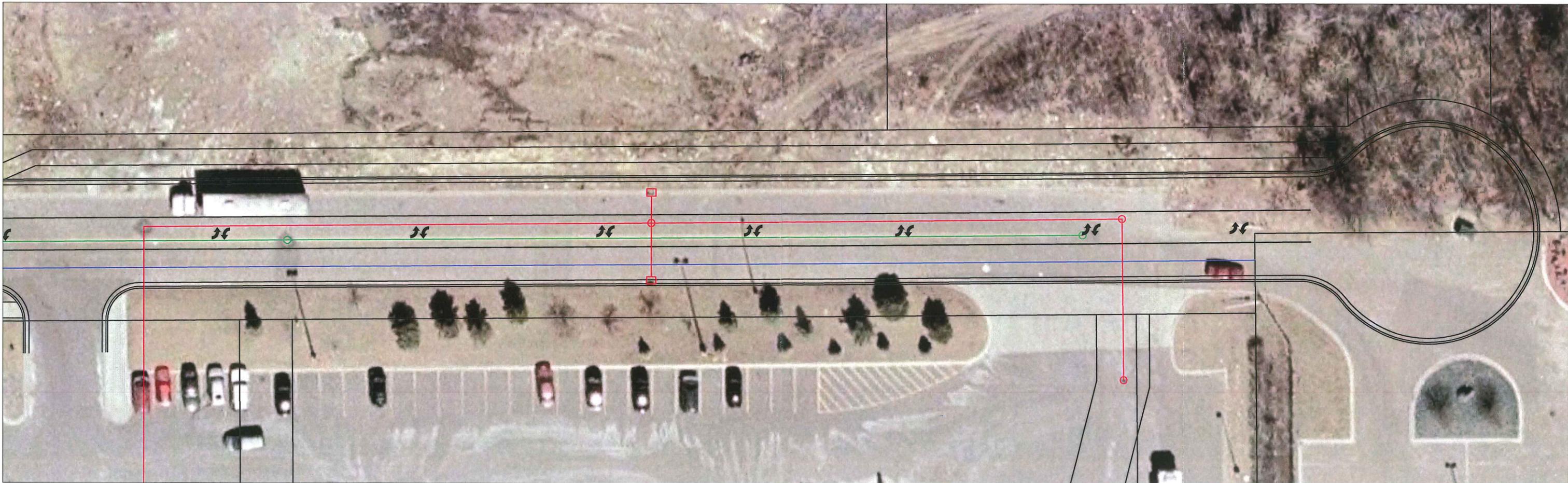
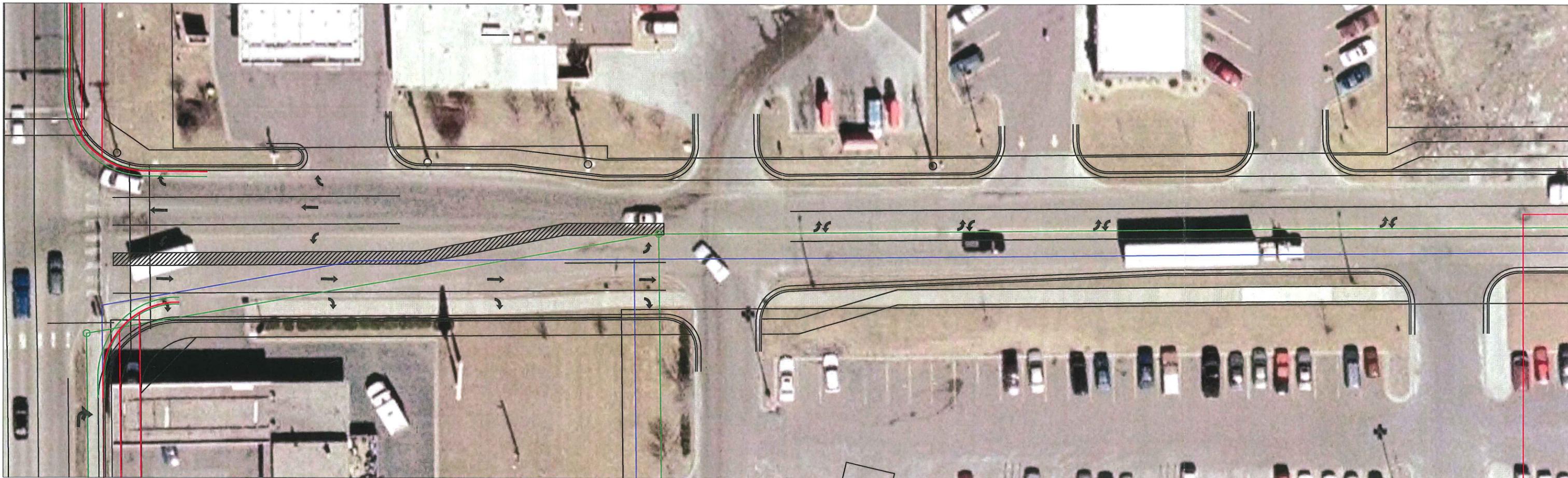
104.6 Feet

NAD_1983_HARN_Adj_MIN_Ramsey_Feet
© Ramsey County Enterprise GIS

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.
THIS MAP IS NOT TO BE USED FOR NAVIGATION

1: 628





APPENDIX B

Soil Borings



<p>AMERICAN ENGINEERING TESTING, INC.</p>	<p>PROJECT Red Fox Road Improvements Shoreview, Minnesota</p>	<p>AET NO. 01-05464</p>
<p>SUBJECT</p>	<p>Boring Locations</p>	<p>DATE June 11, 2012</p>
<p>SCALE None</p>	<p>DRAWN BY AS</p>	<p>CHECKED BY JV</p>
		<p>FIGURE 1</p>



AMERICAN
ENGINEERING
TESTING, INC.

SUBSURFACE BORING LOG

AET JOB NO: 01-05484 LOG OF BORING NO. B-1 (p. 1 of 1)
 PROJECT: Red Fox Road Improvements, East of Lexington Avenue; Shoreview, MN
 SURFACE ELEVATION: _____ RAMSEY CO. COORDINATES: N 197221 E 561392

DEPTH IN FEET	MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS							
							WC	DEN	LL	PL	%-#200			
1	4.25" Bituminous pavement 15" Crushed limestone base, light brown (A-1-b)	FILL												
2	FILL, mostly sand with silt, light brownish gray (A-3) (sandstone origin)		21	M	SS	14								
3	FILL, mostly sandy lean clay, a little gravel, trace roots, brown, gray (A-6)		10	M	SS	22	10							6
4	FILL, mostly sandy lean clay, a little gravel and sand with silt, dark brownish gray, a little gray (A-6)						16							
5			17	M	SS	14	14							
6														
7	SANDY LEAN CLAY, a little gravel, gray mottled, stiff (CL) (A-6)	TILL												
8			14	M	SS	16	21							
9														
10	CLAYEY SAND, a little gravel, brown and gray mottled, very stiff, a lamination of medium to coarse sand (SC) (A-6)		19	M	SS	16	15							
11														
12	CLAYEY SAND WITH GRAVEL, brown, hard, laminations of silty sand (SC/SM) (A-6)													
13			31	M	SS	18	9							
14														
15	CLAYEY SAND, a little gravel, brown, hard, a lens of silty sand (SC/SM) (A-6)													
16	END OF BORING Located 4'S of existing north curb.													

AET CORP W-COORDINATES 01-05484.GPJ AET+CPT+WELL.GDT 6/12/12

DEPTH:	DRILLING METHOD	WATER LEVEL MEASUREMENTS						NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG	
0-14½'	3.25" HSA	DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL		WATER LEVEL
		6/6/12	11:30	16.0	14.5	16.0			None
		6/6/12	11:40	16.0	14.5	16.0			None
BORING COMPLETED: 6/6/12									
DR: DTS LG: TK Rig: 33C									



AMERICAN
ENGINEERING
TESTING, INC.

SUBSURFACE BORING LOG

AET JOB NO: 01-05484 LOG OF BORING NO. B-2 (p. 1 of 1)
 PROJECT: Red Fox Road Improvements, East of Lexington Avenue; Shoreview, MN
 SURFACE ELEVATION: _____ RAMSEY CO. COORDINATES: N 197198 E 561760

DEPTH IN FEET	MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS					
							WC	DEN	LL	PL	%-#200	
1	4.5" Bituminous pavement	FILL										
	10" Crushed limestone base, light brown (A-1-b)											
2	FILL, mostly sand with silt, brown (A-3)		16	M	SS	16	12				9	
3	FILL, mostly sandy lean clay with gravel, a little sand with silt, gray and brown (A-6)		15	M	SS	14	15					
4												
5	SANDY LEAN CLAY, a little gravel, trace roots, brown and gray mottled to grayish brown, firm to very stiff (CL) (A-6)	TILL	8	M	SS	20	16					
6												
7												
8				16	M	SS	16	15				
9												
10				20	M	SS	16	14				
11												
12	CLAYEY SAND, a little gravel, brown, hard (SC/SM) (A-2-4)		49	M	SS	18	8					
13												
14												
15			33	M	SS	14	9					
16	END OF BORING											

Located 4'N of existing south curb.

DEPTH:	DRILLING METHOD	WATER LEVEL MEASUREMENTS						NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG	
0-14½'	3.25" HSA	DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL		WATER LEVEL
		6/6/12	12:20	16.0	14.5	16.0			None
		6/6/12	12:30	16.0	14.5	16.0			None
BORING COMPLETED: 6/6/12									
DR: DTS LG: TK Rig: 33C									

AET CORP W-COORDINATES 01-05484.GPJ AET-CPT+WELL.GDT 6/12/12



AMERICAN
ENGINEERING
TESTING, INC.

SUBSURFACE BORING LOG

AET JOB NO: **01-05484** LOG OF BORING NO. **B-3 (p. 1 of 1)**
 PROJECT: **Red Fox Road Improvements, East of Lexington Avenue; Shoreview, MN**
 SURFACE ELEVATION: _____ RAMSEY CO. COORDINATES: N **197174** E **561254**

DEPTH IN FEET	MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
1	FILL, mostly clayey sand with organic fines, trace roots, dark grayish brown (SC) (A-6)	FILL					10				
2	FILL, mostly silty sand, trace roots, brown (A-2-4)	TOPSOIL OR FILL	3	M	SS	18	17				
3	CLAYEY SAND, a little gravel, trace roots, grayish brown, firm (SC) (A-6) (possible fill)	TILL									
4	SANDY LEAN CLAY, a little gravel, trace roots, grayish brown, firm (CL) (A-6)		5	M	SS	20	21				
5	SANDY LEAN CLAY, a little gravel, trace roots, gray and brown mottled, stiff, a lamination of fat clay (CL) (A-6)		11	M	SS	20	26				
6	END OF BORING										
Located 8'S of existing south curb.											

DEPTH:	DRILLING METHOD	WATER LEVEL MEASUREMENTS						NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG	
		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL		WATER LEVEL
0-4'	3.25" HSA	6/6/12	10:55	6.0	4.0	6.0			None
BORING COMPLETED:	6/6/12								
DR:	DTS LG: TK Rig: 33C								

AET CORP W-COORDINATES 01-05484.GPJ AET+CPT+WELL.GDT 6/12/12



AMERICAN
ENGINEERING
TESTING, INC.

SUBSURFACE BORING LOG

AET JOB NO: **01-05484** LOG OF BORING NO. **B-4 (p. 1 of 1)**
 PROJECT: **Red Fox Road Improvements, East of Lexington Avenue; Shoreview, MN**
 SURFACE ELEVATION: _____ RAMSEY CO. COORDINATES: N **197245** E **561753**

DEPTH IN FEET	MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
1	FILL, mixture of silty sand and clayey sand, a little gravel, trace roots, dark brown and brownish gray (A-2-4, A-6)	FILL	5	M	SS	18	13				
2	FILL, mostly sandy lean clay, a little gravel, trace roots, brownish gray, a little dark brownish gray (A-6)	WEATHERED TILL									
3	SANDY LEAN CLAY, a little gravel, brownish gray, a little dark gray mottled, soft to firm (CL) (A-6)		4	M	SS	14	18				
4	SANDY LEAN CLAY, grayish brown, firm (CL) (A-6)	TILL									
5			7	M	SS	20	15				
6	END OF BORING										
Located 15'N of existing north curb.											

DEPTH:	DRILLING METHOD	WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
0-4'	3.25" HSA	6/6/12	1:15	6.0	4.0	6.0		None	
BORING COMPLETED: 6/6/12									
DR: DTS LG: TK Rig: 33C									

AET_CORP.W.COORDINATES 01-05484.GPJ AET-CPT+WELL.GDT 6/11/12



AMERICAN
ENGINEERING
TESTING, INC.

SUBSURFACE BORING LOG

AET JOB NO: **01-05484**

LOG OF BORING NO. **B-5 (p. 1 of 1)**

PROJECT: **Red Fox Road Improvements, East of Lexington Avenue; Shoreview, MN**

SURFACE ELEVATION: _____ RAMSEY CO. COORDINATES: N **197210** E **562118**

DEPTH IN FEET	MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS				
							WC	DEN	LL	PL	%-#200
1	3" Bituminous pavement	FILL					16				
1	5.5" Crushed limestone base, light brown (A-1-b)	WEATHERED TILL	5	M	SS	16					
2	SANDY LEAN CLAY, a little gravel, trace roots and wood, light brownish gray, a little light gray, firm, laminations of silt (CL) (A-6)	TILL	18	M	SS	24	16				
3	SANDY LEAN CLAY, a little gravel, brownish gray and brown mottled, a little light gray, very stiff, laminations of sandy silt (CL) (A-6)										
4											
5			22	M	SS	24	14				
6	END OF BORING										
Located 19'N of existing south curb line (projected).											

AET CORP W-COORDINATES 01-05484.GPJ AET+CPT+WELL.GDT 6/12/12

DEPTH:	DRILLING METHOD	WATER LEVEL MEASUREMENTS						NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG	
		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL		WATER LEVEL
0-4'	3.25" HSA	6/6/12	12:55	6.0	4.0	6.0			None
BORING COMPLETED: 6/6/12									
DR: DTS LG: TK Rig: 33C									

SIEVE ANALYSIS TEST RESULTS

PROJECT:
Red Fox Road Improvements
East of Lexington Avenue
Shoreview, Minnesota

AET NO.: 01-05484

DATE: June 12, 2012

TEST METHOD: General Conformance with ASTM: D6913, Method A

RESULTS:

Boring Number	B-1	B-2
Sample Depth	2'-3'	14½"-2'
Dry Sample Weight (gms)	233.84	167.71
Sieve Size or Number	Percent Passing by Weight	
1/2"	100	100
3/8"	99	100
#4	97	100
#10	96	100
#20	95	99
#40	74	97
#100	27	32
#200	6.1	9.0

Note: The small sample size limits the accuracy of the test, and the sample may not necessarily be representative of the entire layer shown on the boring log.

APPENDIX C

Detailed Cost Estimate

ENGINEER'S ESTIMATE

ALTERNATE #1 - STORM WATER TREATMENT - POND

**RED FOX ROAD
RECONSTRUCTION
CITY PROJECT NO. 12-04**

STREET RECONSTRUCTION

ITEM NO.	ITEM	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
2021.501	MOBILIZATION	LS	1.00	\$ 60,000.00	\$ 60,000.00
2101.502	CLEARING	TREE	1.00	\$ 500.00	\$ 500.00
2101.507	GRUBBING	TREE	1.00	\$ 500.00	\$ 500.00
2104.505	REMOVE CONCRETE CURB & GUTTER	LF	1,825.00	\$ 5.00	\$ 9,125.00
2104.505	REMOVE CONCRETE SIDEWALK	SY	90.00	\$ 13.00	\$ 1,170.00
2104.505	REMOVE DRIVEWAY PAVEMENT (CONCRETE)	SY	200.00	\$ 8.00	\$ 1,600.00
2104.505	REMOVE DRIVEWAY PAVEMENT (BITUMINOUS)	SY	250.00	\$ 8.00	\$ 2,000.00
2104.511	SAW CONCRETE PAVEMENT	LF	150.00	\$ 5.25	\$ 787.50
2104.511	SAW BITUMINOUS PAVEMENT	LF	250.00	\$ 5.25	\$ 1,312.50
2104.523	SALVAGE & REINSTAL EXISTING SIGNS, POSTS AND MAILBOXES	EA	2.00	\$ 100.00	\$ 200.00
2105.507	SUBGRADE EXCAVATION	CY	1,000.00	\$ 15.00	\$ 15,000.00
2105.522	SELECT GRAN. BORROW	CY	50.00	\$ 16.50	\$ 825.00
2105.525	TOPSOIL BORROW	CY	300.00	\$ 15.00	\$ 4,500.00
2112.501	SUBGRADE PREPARATION	RD STA	11.00	\$ 150.00	\$ 1,650.00
2211.501	AGGREGATE BASE CLASS 7	TON	50.00	\$ 12.50	\$ 625.00
2232.501	MILL BITUMINOUS SURFACE	SY	5,600.00	\$ 2.25	\$ 12,600.00
2360.508	BITUMINOUS WEAR COURSE MVWE45035B	TON	650.00	\$ 70.00	\$ 45,500.00
2360.514	BITUMINOUS BASE COURSE LVNW25030B	TON	650.00	\$ 70.00	\$ 45,500.00
2357.502	BITUMINOUS MAT'L FOR TACK COAT	GAL	300.00	\$ 3.50	\$ 1,050.00
2331.603	BITUMINOUS CONTROL JOINT	LF	1,200.00	\$ 4.00	\$ 4,800.00
2360.521	BITUMINOUS DRIVEWAY PAVEMENT LVWE45030B	SY	250.00	\$ 18.00	\$ 4,500.00
2502.541	4" PERF. PVC DRAIN PIPE	LF	160.00	\$ 15.00	\$ 2,400.00
2506.516	CAST. ASSEMBLY (R-1733) W/I&I BARRIER	EA	6.00	\$ 900.00	\$ 5,400.00
2521.501	4" CONCRETE WALK	SY	640.00	\$ 50.00	\$ 32,000.00
2531.501	CONCRETE CURB & GUTTER (B6-18)	LF	2,085.00	\$ 12.00	\$ 25,020.00
2531.507	6" CONCRETE DRIVEWAY PAVEMENT	SY	200.00	\$ 50.00	\$ 10,000.00
2533.501	CONCRETE MEDIAN BARRIER	SY	110.00	\$ 50.00	\$ 5,500.00
2563.601	TRAFFIC CONTROL	LS	1.00	\$ 25,000.00	\$ 25,000.00
2573.502	SILT FENCE	LF	2,000.00	\$ 3.00	\$ 6,000.00
2573.501	INLET PROTECTION	EA	5.00	\$ 350.00	\$ 1,750.00
2575.505	SODDING	SY	600.00	\$ 5.00	\$ 3,000.00
2123.610	STREET SWEEPING	HR	10.00	\$ 150.00	\$ 1,500.00
SUBTOTAL - STREET RECONSTRUCTION					\$ 331,315.00
25% CONTINGENCY					\$ 82,829.00
TOTAL - STREET RECONSTRUCTION					\$ 414,144.00

STORM SEWER

ITEM NO.	ITEM	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
2104.509	REMOVE EXSIT ST SEWER STRUCTURES	EA	4.00	\$ 500.00	\$ 2,000.00
2503.541	12" RCP SEWER DESIGN 3006 CL 5	LF	200.00	\$ 30.00	\$ 6,000.00
2503.541	18" RCP SEWER DESIGN 3006 CL 5	LF	605.00	\$ 33.00	\$ 19,965.00
2503.541	21" RCP SEWER DESIGN 3006 CL 5	LF	160.00	\$ 36.00	\$ 5,760.00
2503.602	CONNECT TO EXISTING MH	EA	4.00	\$ 1,200.00	\$ 4,800.00
2506.502	CONSTRUCT 60" CB/MH W/CASTING	EA	5.00	\$ 4,250.00	\$ 21,250.00
2506.502	CONSTRUCT CB 2'x3' DIA W/CAST	EA	6.00	\$ 3,000.00	\$ 18,000.00
SPECIAL	STORMWATER TREATMENT POND	EA	1.00	\$ 475,000.00	\$ 475,000.00

SUBTOTAL - STORM SEWER**\$ 552,775.00****25% CONTINGENCY****\$ 138,194.00****TOTAL - STORM SEWER****\$ 690,969.00****WATERMAIN**

ITEM NO.	ITEM	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
2104.509	REMOVE/SALVAGE HYDRANT & VALVE	EA	3.00	\$ 700.00	\$ 2,100.00
2504.602	CONNECT TO EXISTING WM	EA	3.00	\$ 2,400.00	\$ 7,200.00
2504.603	TEMPORARY WATER SERVICE	LS	1.00	\$ 25,000.00	\$ 25,000.00
2504.603	6" WATERMAIN DIP CL 53	LF	50.00	\$ 45.00	\$ 2,250.00
2504.603	8" WATERMAIN DIP CL 53	LF	365.00	\$ 50.00	\$ 18,250.00
2504.603	8" WATERMAIN CL DR11 HDPE-DIPS	LF	850.00	\$ 55.00	\$ 46,750.00
2504.602	F & I HYDRANT (WB-67) & VALVE	EA	3.00	\$ 5,000.00	\$ 15,000.00
2504.602	8" GATE VALVE	EA	5.00	\$ 2,700.00	\$ 13,500.00
2504.602	2" CORPORATION	EA	1.00	\$ 400.00	\$ 400.00
2504.602	2" CURB STOP & BOX	EA	1.00	\$ 550.00	\$ 550.00
2504.603	2" COPPER TUBING	LF	30.00	\$ 33.00	\$ 990.00
2504.603	8-MIL POLYETHELENE ENCASEMENT	LF	415.00	\$ 1.50	\$ 622.50
2504.603	4" UTILITY INSULATION	SY	50.00	\$ 30.00	\$ 1,500.00
2504.608	HDPE FITTINGS CL DR11	EA	6.00	\$ 400.00	\$ 2,400.00
2504.608	DIP FITTINGS	LBS	500.00	\$ 50.00	\$ 25,000.00
SPECIAL	ABANDON EXIST. WM	LF	380.00	\$ 15.00	\$ 5,700.00

SUBTOTAL - WATERMAIN**\$ 167,213.00****25% CONTINGENCY****\$ 41,803.00****TOTAL - WATERMAIN****\$ 209,016.00****SANITARY SEWER**

ITEM NO.	ITEM	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
2503.603	8" PVC SEWER PIPE	LF	40.00	\$ 30.00	\$ 1,200.00
2503.603	CONNECT TO EXIST MH	EA	2.00	\$ 5,600.00	\$ 11,200.00
2503.603	8" PVC SANITARY SEWER	LF	365.00	\$ 42.00	\$ 15,330.00
2503.602	6"X8" WYE	EA	1.00	\$ 125.00	\$ 125.00
2503.603	6" PVC SERVICE PIPE	LF	30.00	\$ 25.00	\$ 750.00
2503.602	4" UTILITY INSULATION	SY	50.00	\$ 30.00	\$ 1,500.00
2503.602	48" MANHOLE	EA	3.00	\$ 4,200.00	\$ 12,600.00
2506.516	CAST. ASSEMBLY (R-1733) W/I&I BARRIER	EA	3.00	\$ 1,000.00	\$ 3,000.00

SUBTOTAL - SANITARY SEWER**\$ 45,705.00****25% CONTINGENCY****\$ 11,426.00****TOTAL - SANITARY SEWER****\$ 57,131.00**

ENGINEER'S ESTIMATE - INCLUDES 25% CONTINGENCY

RED FOX ROAD

STREET RECONSTRUCTION	\$ 414,144.00
STORM SEWER	\$ 690,969.00
WATERMAIN	\$ 209,016.00
SANITARY SEWER	\$ 57,131.00
TRAFFIC SIGNAL	\$ 60,000.00
STREET LIGHTING	<u>\$ 46,000.00</u>
TOTAL ESTIMATE	\$1,477,260.00

ENGINEER'S ESTIMATE

ALTERNATE #2 - STORM WATER TREATMENT - UNDERGROUND FILTRATION

**RED FOX ROAD
RECONSTRUCTION
CITY PROJECT NO. 12-04**

STREET RECONSTRUCTION

ITEM NO.	ITEM	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
2021.501	MOBILIZATION	LS	1.00	\$ 60,000.00	\$ 60,000.00
2101.502	CLEARING	TREE	1.00	\$ 350.00	\$ 350.00
2101.507	GRUBBING	TREE	1.00	\$ 170.00	\$ 170.00
2104.505	REMOVE CONCRETE CURB & GUTTER	LF	1,825.00	\$ 4.50	\$ 8,212.50
2104.505	REMOVE CONCRETE SIDEWALK	SY	90.00	\$ 13.00	\$ 1,170.00
2104.505	REMOVE BITUMINOUS PAVEMENT	SY	3,705.00	\$ 3.00	\$ 11,115.00
2104.505	REMOVE DRIVEWAY PAVEMENT (CONCRETE)	SY	170.00	\$ 5.00	\$ 850.00
2104.505	REMOVE DRIVEWAY PAVEMENT (BITUMINOUS)	SY	205.00	\$ 3.50	\$ 717.50
2104.511	SAW CONCRETE PAVEMENT	LF	35.00	\$ 4.50	\$ 157.50
2104.511	SAW BITUMINOUS PAVEMENT	LF	245.00	\$ 4.50	\$ 1,102.50
2104.523	SALVAGE & REINSTAL EXISTING SIGNS, POSTS AND MAILBOXES	EA	2.00	\$ 100.00	\$ 200.00
2105.501	COMMON EXCAVATION	CY	1,525.00	\$ 15.00	\$ 22,875.00
2105.507	SUBGRADE EXCAVATION	CY	3,410.00	\$ 15.00	\$ 51,150.00
2105.522	SELECT GRAN. BORROW	CY	2,400.00	\$ 16.50	\$ 39,600.00
2105.525	TOPSOIL BORROW	CY	325.00	\$ 15.00	\$ 4,875.00
2211.501	AGGREGATE BASE CLASS 7	TON	4,425.00	\$ 16.00	\$ 70,800.00
2360.508	BITUMINOUS WEAR COURSE MVWE45035B	TON	625.00	\$ 67.00	\$ 41,875.00
2360.514	BITUMINOUS BASE COURSE LVNW25030B	TON	625.00	\$ 67.00	\$ 41,875.00
2357.502	BITUMINOUS MAT'L FOR TACK COAT	GAL	32.00	\$ 3.00	\$ 96.00
2331.603	BITUMINOUS CONTROL JOINT	LF	3,535.00	\$ 2.25	\$ 7,953.75
2360.521	BITUMINOUS DRIVEWAY PAVEMENT LVWE45030B	SY	105.00	\$ 20.00	\$ 2,100.00
2502.541	4" PERF. PVC DRAIN PIPE	LF	160.00	\$ 15.00	\$ 2,400.00
2506.516	CAST. ASSEMBLY (R-1733) W/I&I BARRIER	EA	3.00	\$ 450.00	\$ 1,350.00
2521.501	4" CONCRETE WALK	SY	640.00	\$ 45.00	\$ 28,800.00
2531.501	CONCRETE CURB & GUTTER (B6-18)	LF	2,085.00	\$ 11.00	\$ 22,935.00
2531.507	6" CONCRETE DRIVEWAY PAVEMENT	SY	375.00	\$ 45.00	\$ 16,875.00
SPECIAL	4" CONDUIT FOR STREET LIGHTING	LF	750.00	\$ 10.00	\$ 7,500.00
2533.501	CONCRETE MEDIAN BARRIER	SY	110.00	\$ 50.00	\$ 5,500.00
2563.601	TRAFFIC CONTROL	LS	1.00	\$ 30,000.00	\$ 30,000.00
2573.502	SILT FENCE	LF	2,000.00	\$ 3.00	\$ 6,000.00
2573.501	INLET PROTECTION	EA	2.00	\$ 350.00	\$ 700.00
2575.505	SODDING	SY	580.00	\$ 6.00	\$ 3,480.00
2123.610	STREET SWEEPING	HR	4.00	\$ 120.00	\$ 480.00
SUBTOTAL - STREET RECONSTRUCTION					\$ 492,785.00
25% CONTINGENCY					\$ 123,196.00
TOTAL - STREET RECONSTRUCTION					\$ 615,981.00

STORM SEWER

ITEM NO.	ITEM	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
2104.509	REMOVE EXSIT ST SEWER STRUCTURES	EA	4.00	\$ 500.00	\$ 2,000.00
2104.501	REMOVE STORM PIPE	LF	495.00	\$ 15.00	\$ 7,425.00
2105.609	NON-WOVEN GEOTEXTILE, TYPE II	SY	1,200.00	\$ 2.50	\$ 3,000.00
2105.501	COMMON EXCAVATION	CY	700.00	\$ 15.00	\$ 10,500.00
2451.607	1 1/2" CLEAR ROCK	CY	220.00	\$ 40.00	\$ 8,800.00
2502.541	36" HDPE PIPE, SMOOTH INTERIOR	LF	750.00	\$ 55.00	\$ 41,250.00
2503.541	12" HDPE PIPE, SMOOTH INTERIOR	LF	460.00	\$ 20.00	\$ 9,200.00
2503.602	CONNECT TO EXISTING STORM PIPE	EA	3.00	\$ 1,500.00	\$ 4,500.00
2506.502	CONSTRUCT 60" CB/MH W/CASTING	EA	5.00	\$ 5,500.00	\$ 27,500.00
2506.502	CONSTRUCT CB 2'x3' DIA W/CASTING	EA	7.00	\$ 3,500.00	\$ 24,500.00
2506.502	CONSTURCT 60" MH W/CASTING	EA	1.00	\$ 5,500.00	\$ 5,500.00
	SPECIAL UNDERGROUND FILTER STRUCTURE	EA	1.00	\$ 120,000.00	\$ 120,000.00
	SPECIAL UNDERGROUND STORAGE CHAMBERS	EA	40.00	\$ 300.00	\$ 12,000.00
SUBTOTAL - STORM SEWER					\$ 276,175.00
25% CONTINGENCY					\$ 69,044.00
TOTAL - STORM SEWER					\$ 345,219.00

WATERMAIN

ITEM NO.	ITEM	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
2104.509	REMOVE/SALVAGE HYDRANT & VALVE	EA	3.00	\$ 700.00	\$ 2,100.00
2504.602	CONNECT TO EXISTING WM	EA	3.00	\$ 2,400.00	\$ 7,200.00
2504.603	TEMPORARY WATER SERVICE	LS	1.00	\$ 25,000.00	\$ 25,000.00
2504.603	6" WATERMAIN DIP CL 53	LF	50.00	\$ 45.00	\$ 2,250.00
2504.603	8" WATERMAIN DIP CL 53	LF	365.00	\$ 50.00	\$ 18,250.00
2504.603	8" WATERMAIN CL DR11 HDPE-DIPS	LF	850.00	\$ 55.00	\$ 46,750.00
2504.602	F & I HYDRANT (WB-67) & VALVE	EA	3.00	\$ 5,000.00	\$ 15,000.00
2504.602	8" GATE VALVE	EA	5.00	\$ 2,700.00	\$ 13,500.00
2504.602	2" CORPORATION	EA	1.00	\$ 400.00	\$ 400.00
2504.602	2" CURB STOP & BOX	EA	1.00	\$ 550.00	\$ 550.00
2504.603	2" COPPER TUBING	LF	30.00	\$ 33.00	\$ 990.00
2504.603	8-MIL POLYETHELENE ENCASEMENT	LF	415.00	\$ 1.50	\$ 622.50
2504.603	4" UTILITY INSULATION	SY	50.00	\$ 30.00	\$ 1,500.00
2504.608	HDPE FITTINGS CL DR11	EA	6.00	\$ 400.00	\$ 2,400.00
2504.608	DIP FITTINGS	LBS	500.00	\$ 50.00	\$ 25,000.00
	SPECIAL ABANDON EXIST. WM	LF	380.00	\$ 15.00	\$ 5,700.00
SUBTOTAL - WATERMAIN					\$ 167,213.00
25% CONTINGENCY					\$ 41,803.00
TOTAL - WATERMAIN					\$ 209,016.00

SANITARY SEWER

ITEM NO.	ITEM	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
2503.603	8" PVC SEWER PIPE	LF	40.00	\$ 30.00	\$ 1,200.00
2503.603	CONNECT TO EXIST MH	EA	2.00	\$ 5,600.00	\$ 11,200.00
2503.603	8" PVC SANITARY SEWER	LF	365.00	\$ 42.00	\$ 15,330.00
2503.602	6"X8" WYE	EA	1.00	\$ 125.00	\$ 125.00
2503.603	6" PVC SERVICE PIPE	LF	30.00	\$ 25.00	\$ 750.00
2503.602	4" UTILITY INSULATION	SY	50.00	\$ 30.00	\$ 1,500.00
2503.602	48" MANHOLE	EA	3.00	\$ 4,200.00	\$ 12,600.00
2506.516	CAST. ASSEMBLY (R-1733) W/I&I BARRIER	EA	3.00	\$ 1,000.00	\$ 3,000.00
SUBTOTAL - SANITARY SEWER					\$ 45,705.00
25% CONTINGENCY					\$ 11,426.00
TOTAL - SANITARY SEWER					\$ 57,131.00

ENGINEER'S ESTIMATE - INCLUDES 25% CONTINGENCY**RED FOX ROAD**

STREET RECONSTRUCTION	\$ 615,981.00
STORM SEWER	\$ 345,219.00
WATERMAIN	\$ 209,016.00
SANITARY SEWER	\$ 57,131.00
TRAFFIC SIGNAL	\$ 60,000.00
STREET LIGHTING	\$ 46,000.00
TOTAL ESTIMATE	\$1,333,347.00

APPENDIX D

Proposed Assessments



RED FOX RD-ASSESSABLE PROPERTIES



439.6 0 219.79 439.6 Feet

NAD_1983_HARN_Adj_MN_Ramsey_Feet
© Ramsey County Enterprise GIS

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THIS MAP IS NOT TO BE USED FOR NAVIGATION

tlh 12/12/12

1:2,638



Proposed Storm Assessments

Property Address	PIN	Description	Area	Charge/sf*	Total Assessment	Amount Assessed
3800 Lexington Ave	263023320011	Target	626,393	\$0.105	\$65,771	\$65,771
3836 Lexington Ave	263023320012	TCF	33,977	\$0.105	\$3,568	\$3,568
3854 Lexington Ave	263023230012	Exxon Station	88,427	\$0.105	\$9,285	\$9,285
1000 Red Fox Road	263023310005	Golf Course**	35,500	\$0.105	\$3,728	\$3,728
1001 Red Fox Road	263023230017	Trader Joe's	48,787	\$0.105	\$5,123	\$5,123
1021 Red Fox Road	263023230016	Retail Center	64,033	\$0.105	\$6,723	\$6,723
1041 Red Fox Road	263023230015	Future Credit Union	90,605	\$0.105	\$9,514	\$9,514
1051 Red Fox Road	263023230013	Wendys	43,560	\$0.105	\$4,574	\$4,574
Total Stormwater Assessment						\$108,285

* Based on City stormwater policy, Indirect benefit for commercial properties = \$0.105/sf
** Parking lot area

Proposed Street Assessments

Property Address	PIN	Description	Front Footage/lf	% of Total Footage	Assessed Street Cost*	Total Assessment	Amount Assessed
3800 Lexington Ave	263023320011	Target	780	35	\$117,142	\$40,992	\$40,992
3836 Lexington Ave	263023320012	TCF	195	9	\$117,142	\$10,248	\$10,248
3854 Lexington Ave	263023230012	Exxon Station	305	14	\$117,142	\$16,029	\$16,029
1000 Red Fox Road	263023310005	Golf Course	145	7	\$117,142	\$7,620	\$7,620
1001 Red Fox Road	263023230017	Trader Joe's	55	2	\$117,142	\$2,890	\$2,890
1021 Red Fox Road	263023230016	Retail Center	234	10	\$117,142	\$12,298	\$12,298
1041 Red Fox Road	263023230015	Future Credit Union	336	15	\$117,142	\$17,658	\$17,658
1051 Red Fox Road	263023230013	Wendys	180	8	\$117,142	\$9,460	\$9,460
Total Street Assessment						\$117,195	

* Estimated construction costs for widening Red Fox Road at the Lexington Ave intersection, traffic signal improvements, concrete median, widening Red Fox for center turn lane, and replacement of concrete curb and gutter.

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to approve Resolution No. 12-116, receiving the Feasibility Report for the County Road D and Cottage Place Road Reconstruction, City Projects 13-01A and 13-01B, and calling for a Public Hearing to be held on January 7, 2013 at 7:00 p.m., on the proposed improvements.

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

REGULAR COUNCIL MEETING
DECEMBER 17, 2012

TO: MAYOR, CITY COUNCIL, CITY MANAGER

FROM: TOM WESOLOWSKI, CITY ENGINEER

DATE: DECEMBER 12, 2012

SUBJECT: RECEIVE FEASIBILITY REPORT AND CALL FOR PUBLIC HEARING
FOR THE FLORAL, COUNTY F, DEMAR NEIGHBORHOOD
ROAD RECONSTRUCTION, CITY PROJECT 12-01

Introduction

On May 21, 2012, the City Council directed the City Engineer to prepare a Feasibility Report describing the proposed public infrastructure improvements for the County Road D and Cottage Place Road Reconstruction, City Projects 13-01A and 13-01B. See attached map for location. The Feasibility Report reflects that determination. Pursuant to the Chapter 429 Improvement Process, it is necessary that the City Council receive the Feasibility Report and call for a Public Hearing.

Discussion

County Road D is a Municipal State Aid (MSA) collector street connecting two County State Aid Highways (Lexington Avenue and Victoria Street). The road lies on the municipal boundary between the City's of Shoreview and Roseville and jurisdiction of the road is shared by the two municipalities. The reconstruction of County Road D will be a cooperative project between the two Cities and the costs associated with design and construction will be split between Roseville and Shoreview.

Cottage Place is a local residential street located in Shoreview with no curb, which is typical of the type of streets the City has been reconstructing over the last several years. Cottage Place was included in this project because it is in close proximity to County Road D and there is an economy of scale including it with a larger project.

City staff hosted informational meetings for the residents located within the County Road D project area on August 7, 2012 and October 4, 2012. Staff also hosted an information meeting for the residents located within the Cottage Place project area on October 9, 2012. Comments from the residents were positive and supportive of the proposed improvements. Residents commented on the poor condition of the road surfaces, supported the proposed road widths, the addition of a barrier style concrete curb, and replacing and adding additional streetlights. City staff also met with representatives from the Emmitt Williams School on November 30, 2012 to discuss the proposed project. The representatives supported the proposed project and provided comments concerning the construction schedule, crosswalks, and dynamic speed display signs.

The Feasibility Report discusses the proposed improvements, estimated costs, funding sources and project schedule. The proposed improvements include:

- Reconstruction of County Road D to a 33-foot wide paved street measured from face to face of curb (no parking on one side) with the bituminous pavement meeting a 10-ton design.
- Reconstruction of Cottage Place to a 30-foot wide paved street measured from face to face of curb (no parking restrictions), the addition of a cul-de-sac at the west end, and the bituminous pavement meeting a 7-ton design.
- Installation of a barrier style concrete curb and gutter.
- Replacing the concrete sidewalk on County Road D.
- Replacing the existing water main and services.
- Replacement and/or repair of the existing sanitary sewer system.
- Installation of a storm water collection and treatment system consisting of a series of catch basins, catch basin manholes, with underground piping, storage and treatment structure.
- Replacement of existing street lights on County Road D and the installation of street lights on Cottage Place.

The costs associated with the reconstruction of County Road D will be split between the City's of Roseville and Shoreview. Shoreview will be responsible for all costs associated with the reconstruction of Cottage. The proposed improvements for County Road D would be funded by a combination of Municipal State Aid funds, special assessments/bonding, utility funds, and funds from the City of Roseville. Cottage Place would be funded by a combination of street renewal funds, special assessments/bonding, and utility funds.

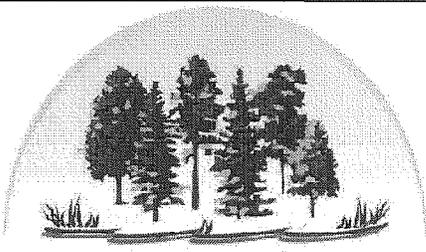
Shoreview's portion of the project cost for County Road D is estimated at \$1,079,160; and the total estimated project cost for Cottage Place is estimated at \$648,400 for a total project cost of \$1,727,560.

The information included in the Feasibility Report has shown that the proposed County Road D and Cottage Place Road Reconstruction Project is technically and financially feasible and that reconstruction, replacement, and repair of public infrastructure will directly benefit the residents of the adjacent neighborhood, as well as the other residents of Shoreview.

The feasibility report contains design concepts and recommendations and is not intended to present a detailed design for the proposed project. The development of final plans and specifications typically follows the Public Improvement Hearing after residents are given a chance to address the Council with their comments and/or concerns.

Recommendation

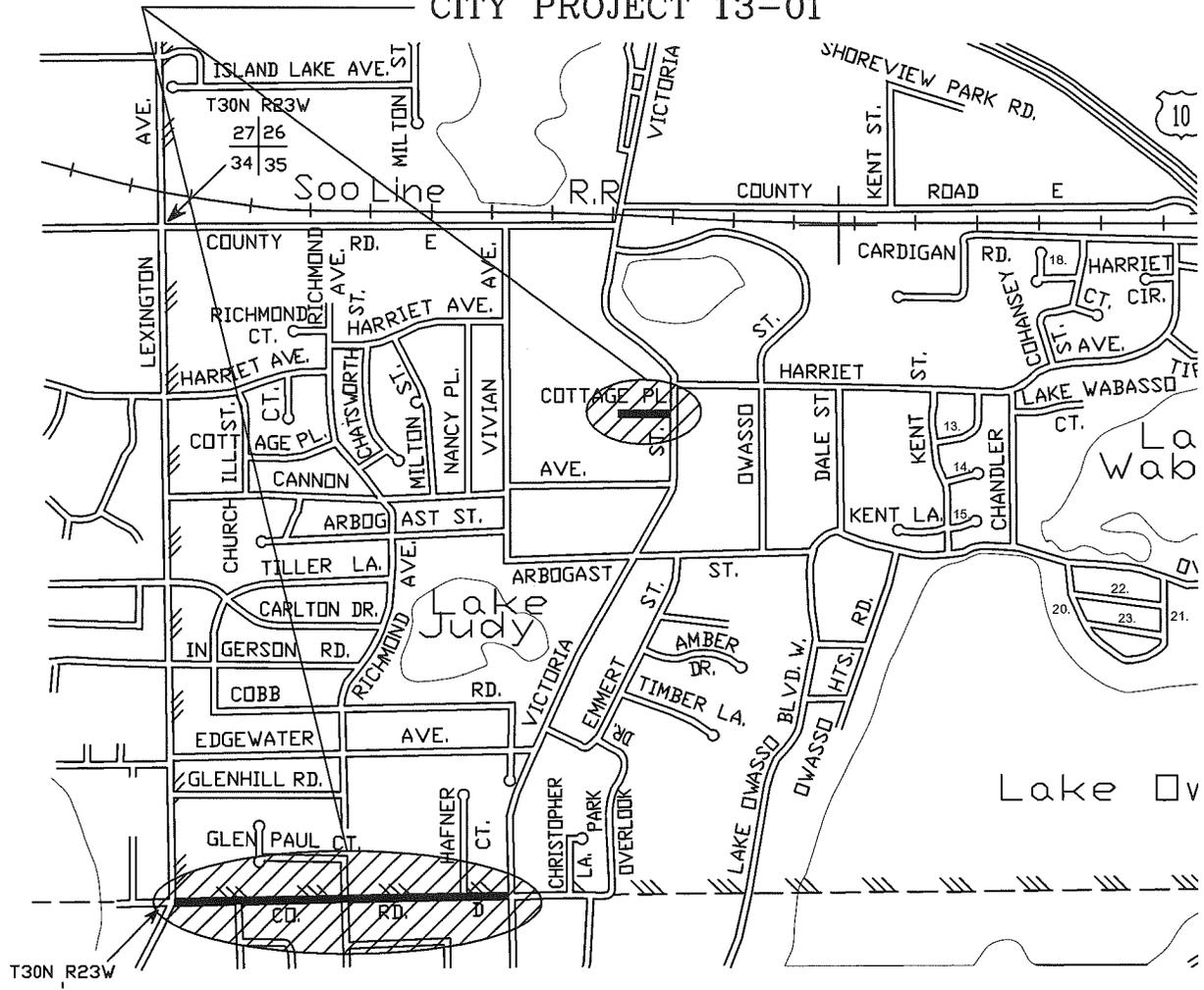
It is recommended that the City Council receive the Feasibility Report for City Projects 13-01A and 13-01B and call for a Public Hearings on January 7, 2013.



Shoreview

CITY OF SHOREVIEW COUNTY ROAD D/COTTAGE PLACE NEIGHBORHOODS RECONSTRUCTION

CITY PROJECT 13-01



LOCATION MAP
EXHIBIT 1
MAY 2012

NO SCALE

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

HELD DECEMBER 17, 2012

* * * * *

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, was duly called at the Shoreview City Hall in said City on December 17, 2012 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. 12-116

**RECEIVING FEASIBILITY REPORT AND
CALLING FOR PUBLIC IMPROVEMENT HEARING
FOR THE
COUNTY ROAD D AND COTTAGE PLACE
ROAD RECONSTRUCTION
CITY PROJECT 13-01A & 13-1B**

WHEREAS, The City of Shoreview has designated the County Road D and Cottage Place Road Reconstruction Project in the City's 2012 Capital Improvement Program; and

WHEREAS, it is proposed to reconstruct County Road D and Cottage Place replace the water distribution system, install storm sewer, and replace and/or repair sanitary sewer where necessary; and

WHEREAS, pursuant to a resolution adopted by the City Council of Shoreview on May 21, 2012, a Feasibility Report has been prepared by the City Engineer with reference to the said streets, by reconstructing the streets, constructing concrete curb and gutter, replacement of the water distribution system, replacement and/or repair of the sanitary sewer, and construction of a storm sewer system; and

WHEREAS, the Feasibility Report was received by the Council on December 17, 2012.

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

1. That the improvements for City Projects 13-01A and 13-01B, as generally described in the report, are hereby found to be necessary and cost-effective.

2. That the City Council will consider the improvement of said streets in accordance with the report and the assessments of abutting property for all or a portion of the cost of the improvement pursuant to Minnesota Statutes Chapter 429 at an estimated cost of the improvements of \$1,079,160 for County Road D and \$648,400 for Cottage Place for a combined project cost of \$1,727,560.
3. Public Hearings shall be held for City Projects 13-01A and 13-01B on such proposed improvement on January 7, 2013, in the City Council Chambers of the City Hall at 7:00 p.m., local time, and the City Manager shall give mailed and published notice of such hearing and improvement as required by law.

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

WHEREUPON, said resolution was declared duly passed and adopted this 17th day of December, 2012.

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 17st day of December 2012, 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 receiving the Feasibility Report for City Projects 13-01A and 13-01B and calling for public hearings.

WITNESS MY HAND officially as such Manager and the corporate seal of the City of Shoreview, Minnesota, this 18th day of December 2012.

SEAL

Terry Schwerm
City Manager



City of Shoreview

Feasibility Study & Report

For

**County Road D
and
Cottage Place
Road Reconstruction**

City Projects 13-01A and 13-01B

December 17, 2012

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Feasibility Study and Report

For

**County Road D
and
Cottage Place**

Road Reconstruction

City Projects 13-01A and 13-01B

City of Shoreview, Minnesota

December 17, 2012

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.



Thomas E. Wesolowski, PE
Registration No. 40245

Date 12/17/12

Acknowledgement –Glen Hoffard, Senior Engineering Technician, City of Shoreview, assisted with the mapping, cost estimates and preliminary layouts.

County Road D and Cottage Place Road Reconstruction Project

December 17, 2012

Executive Summary

Background and Findings

The Shoreview City Council ordered the preparation of this report on May 21, 2012. This report has been prepared for the proposed improvement of the street, water main, sanitary sewer, storm sewer, street light, and sidewalk infrastructure for the County Road D and Cottage Place Road Reconstruction, City Projects 13-01A and 13-01B. The public roadways included in this project are as follows:

County Road D	from Lexington Avenue to Victoria Street
Cottage Place	from Lexington Avenue to Dead End

County Road D lies on the municipal boundary between the City's of Shoreview and Roseville and jurisdiction of the road is shared by the two municipalities. The reconstruction of County Road D will be a cooperative project between the two Cities and the costs associated with design and construction will be split between Roseville and Shoreview.

The recommendation of this report is to reconstruct the public streets, replace water main systems, repair sanitary sewers, install storm water collection systems, install and/or replace street lights, and replace sidewalk within the project limits. This report also recommends reconstructing County Road D to a 33-foot wide face-to-face bituminous surface roadway with barrier style concrete curb and gutter and reconstructing Cottage Place to a 30-foot wide face to face bituminous surface roadway with barrier style concrete curb and gutter. County Road D would be designed to 10-tons, which is consistent with Municipal State-Aid design standards. Cottage Place would be designed to 7-tons, which is consistent with City standards and code for local residential streets.

Project Costs

Because the costs associated with the reconstruction of County Road D will be split between the City's of Roseville and Shoreview and Shoreview will be responsible for all costs associated with the reconstruction of Cottage, the estimated costs and associated financing for County Road D and Cottage are presented separately. The proposed improvements for County Road D would be funded by a combination of Municipal State Aid funds, special assessments/bonding, utility funds, and funds from the City of Roseville. Cottage Place would be funded by a combination of street renewal funds, special assessments/bonding, and utility funds. The estimated total project costs are as follows:

County Road D – CP #13-01A (Shoreview's Portion)

Street	\$ 522,700
Water Main	\$ 244,600
Sanitary Sewer	\$ 19,500
Storm Sewer	\$ 206,800
Street Lights	<u>\$ 85,500</u>
Total Estimated Project Cost	\$ 1,079,160

Cottage Place – CP #13-01B

Street	\$ 257,000
Water Main	\$ 155,600
Sanitary Sewer	\$ 28,800
Storm Sewer	\$ 185,500
Street Lights	<u>\$ 21,500</u>
Total Estimated Project Cost	\$ 648,400

Financing

County Road D – CP #13-01A (Shoreview's Portion)

Street		
Municipal State Aid		\$ 483,110
Assessments		\$ 39,590
Water		
Water Fund		\$ 244,600
Sanitary Sewer		
Sewer Fund		\$ 19,500
Storm Sewer		
Municipal State Aid		\$ 198,200
Assessments		\$ 8,600
Street Lights		
Municipal State Aid		\$ 85,500

Cottage Place – CP #13-01B

Street		
Street Renewal		\$ 236,650
Assessments		\$ 20,350
Water		
Water Fund		\$ 155,600
Sanitary Sewer		
Sewer Fund		\$ 28,800
Storm Sewer		
Surface Water Fund		\$ 185,500
Street Lights		
Street Light Fund		\$ 21,500

Conclusions

1. The road reconstruction project for County Road D and Cottage Place is technically and financially feasible.
2. The reconstruction of the deteriorated streets, replacement of the water distribution system, repair of the sanitary sewer collection system, installation of a storm water collection system, installation and/or replacement of street

lights, and replacement of sidewalk will directly benefit the residents of the neighborhood, as well as the other residents of Shoreview.

Recommendations

1. Proceed with improvements as proposed in this report.
2. Schedule a public hearing for City Projects 13-01A and 13-01B for January 7, 2012 at the regularly scheduled City Council meeting.

I. Introduction

This report consists of the exploration of the County Road D and Cottage Place Road Reconstruction Project. The City Council of Shoreview ordered the preparation of a feasibility report on May 21, 2012 for the County Road D and Cottage Place Road Reconstruction, City Projects 13-01A and 13-01B. The proposed project includes the following Municipal State Aid (MSA) and local residential public streets:

County Road D	from Lexington Avenue to Victoria Street
Cottage Place	from Lexington Avenue to Dead End

County Road D is a collector street connecting two County State Aid Highway (Lexington Avenue and Victoria Street). See Exhibit 1 in Appendix A for a map of the proposed project area. The road lies on the municipal boundary between the City's of Shoreview and Roseville and jurisdiction of the road is shared by the two municipalities. The reconstruction of County Road D will be a cooperative project between the two Cities and the costs associated with design and construction will be split between Roseville and Shoreview.

Adjacent properties abutting County Road D consist of single-family homes zoned as a Residential District (R-1), a senior housing / commercial development (The Shores) zoned as a Planned Urban Development (PUD) and Emmitt Williams School which is within the Residential District (R-1). Adjacent properties abutting Cottage Place consist of single-family homes zoned as Residential District (R-1).

The County Road D and Cottage Place corridors were developed throughout the past 50 years or more. The sanitary sewer systems were installed in the late 1970's to all portions of the project areas. Water main was installed in 1970 to all portions of the project areas. All existing lots within the project area are currently served by the City's sanitary sewer collection and water distribution systems.

County Road D is of a rural design with a limited storm sewer system and concrete curb and gutter on the east 500 ft. The limited storm sewer system collects storm water runoff at two low points and directs the water south into Roseville. County Road D is located within the Rice Creek Watershed District (RCWD). The City is required to obtain a permit from the RCWD for the storm water improvements completed as part of the project.

Cottage Place is of rural design with no storm sewer and concrete curb and gutter. Storm water run-off from the east half of the street runs overland and along the road edge to ditches located on Victoria Street. Run-off from the west half runs overland and along the road edge to a low area owned by the City. Cottage Place is located within the Grass Lake Watershed, which will come under the permitting rules of the Ramsey-Washington Watershed District (RWWD). Storm water improvements completed as part of the project will need to meet the permitting requirements of the RWWD.

City staff hosted informational meetings for the residents located within the County Road D project area on August 7, 2012 and October 4, 2012. Staff also hosted an information meeting for the residents located within the Cottage Place project area on October 9, 2012. Residents commented on the poor condition of the road surfaces, supported the proposed road widths, the addition of a barrier style concrete curb, and replacing and adding additional streetlights. City staff also met with representatives from the Emmitt Williams School on November 30, 2012 to discuss the proposed project. The representatives supported the proposed project and provided comments concerning the construction schedule, crosswalks, and dynamic speed display signs. This report reflects design elements/considerations that were discussed in those meetings.

This report was prepared by the Shoreview Public Works Department, and addresses the existing conditions, proposed improvements, and estimated cost of the improvements. If this feasibility report is received and improvements subsequently ordered, the work will require approximately four months to complete. City staff will conduct all design work surveying, construction inspection, and contract administration for this project.

II. Existing Conditions – Streets and Public Utilities

Street – Pavement, Sidewalk, and Soils

County Road D consist of approximately 2600-linear feet of roadway varying in width from 32 to 38-feet with a combination of bituminous and concrete curb and gutter and a limited storm sewer collection system. County Road D has a speed limit of 35-mph with a reduction down to 20-mph in front of the elementary schools when children are present. The speed limit is typical for a collector street in Shoreview. The traffic volumes throughout this area are between 1400 and 2500 Annual Average Daily Traffic (AADT).

Cottage Place consists of approximately 530-linear feet of roadway with an approximate width of 30-feet with no concrete curb and gutter and no storm water collection system. The street has a speed limit of 30-mph, which is typical of local residential streets throughout Shoreview. Cottage Place is not a through street and dead ends adjacent to City open space. The traffic volumes on Cottage are generally less than 500 AADT.

The street surfaces of County Road D and Cottage Place consists of bituminous asphalt pavement with major distresses including cracking, heaving, settlement, and patches. The majority of the pavement surface area is distressed due to the age of the asphalt pavement.

A surface exploration and geotechnical review has been completed for each street and is included in Appendix B of this report. Soils beneath the bituminous pavements are comprised mainly of sandy lean clay and clayey sand. Typically these soils are slow draining, have relatively high frost susceptibility, and zones of instability.



Typical view of asphalt surface within project area

An existing 5-foot wide concrete sidewalk is located on the Shoreview side of County Road D. The surface of the sidewalk shows signs of distress including cracking, heaving, and settlement.

Water Main

Both areas are served by Shoreview's municipal water system, which is located within the right-of-way. The existing water main consists of 8-inch cast iron pipe (CIP). CIP water main is a relatively brittle material and over time can fracture or break. Water main breaks have occurred in the project area, which required the excavation of the street to repair the water main system.

Sanitary Sewer

All existing lots within the project areas are served by the City's sanitary sewer collection system, which is located within the right-of-way. Sanitary sewer for County Road D is routed to the south into Roseville. Sanitary sewer for Cottage Place is routed south to Cannon Avenue then east to a collector line on Victoria Street.

The existing sanitary sewer main that serves County Road D consists of 8 and 10-inch vitrified clay pipe (VCP). The sanitary sewer lines were lined in 2011. The existing sanitary sewer main that serve Cottage Place consist of 8-inch VCP. VCP sanitary sewer

lines are typically very brittle and tend to fracture easily. This type of pipe is not utilized in modern construction practices.

Storm Sewer

Surface water runoff from County Road D flows overland and along street gutters to low points located at Chatsworth Street and Churchill Street. Runoff is collected in catch basins at the low points and directed through pipes into Roseville where it is discharged into a wetland in Lake Josephine Park. Minimal runoff is also collected at Lexington Avenue and at Victoria Street and directed through pipes into Roseville.

Surface water runoff from the east half of Cottage Place flows overland and along the street edge to ditches located on Lexington Avenue, which is under the jurisdiction of Ramsey County. Runoff from the west half flows overland and along the street edge to a low point located at the dead end of the road, which drains to City open space.

Street Lights

County Road D is currently served by eight streetlights that are owned by Xcel. The streetlights consist of wooden poles, cobra-head light fixtures with 75-watt high-pressure sodium bulbs, and power supplied by overhead lines. A survey of the wooden poles indicates there are many holes and the cobra-head fixtures are nearing the end of their useful life.

There are currently no street lights located on Cottage Place.

III. Proposed Improvements – Streets, Storm Sewer, Water Main and Sanitary Sewer

Preliminary drawings showing the proposed improvements for County Road D and Cottage Place are included in Exhibit 3 of Appendix A of this report.

Streets – Pavement, Concrete Curb and Gutter, Sidewalk, and Soils

City staff is proposing that County Road D be reconstructed with bituminous pavement with a concrete curb and gutter. The bituminous pavement would meet a 10-ton design, which is the minimum standard for MSA streets. County Road D would be constructed to a width of 33 feet, measured from face to face of the curb as shown in Exhibit 2 of Appendix A. The recommended width for County Road D is consistent with similar MSA streets within the City.

City staff is proposing Cottage Place be reconstructed with bituminous pavement with a concrete curb and gutter. The bituminous pavement would meet a 7-ton design, which is the City standard for local streets in Shoreview. Cottage Place would be constructed to a

width of 30-feet, measured from face to face of the curb as shown in Exhibit 2 of Appendix A. Staff is also proposing the addition of a cul-de-sac at the west end where the road currently dead ends at the City open space. The cul-de-sac would be constructed within existing City right of way. The addition of the cul-de-sac would allow vehicles to turn around without using private driveways and was supported by the residents that attended the public meeting.

The proposed concrete curb and gutter for both streets would be a barrier-type of curb. Concrete curb in driveway areas would be cut down into the curb to allow a smooth transition between the roadway and driveway.

The estimated life of these types of improvements is typically a minimum of 20 years; with Shoreview's preventative measures (such as crack filling and seal coating), the pavement surface should be serviceable upwards of 30-35 years.

City staff has reviewed the soil borings that were conducted by American Testing and Engineering. According to the soils engineering report, the soils beneath the existing bituminous pavement are comprised of sandy lean clay and clayey sand. Typically these soils are slow draining, have relatively high frost susceptibility, and zones of instability. Staff recommends the placement of a sand subbase material at the top of the subgrade to better control infiltrating water and the associated frost movements. A geotextile fabric is also recommended below the sand subbase to improve subgrade stability.

City staff is proposing the existing 5-wide concrete sidewalk be removed and replaced with a concrete sidewalk of equivalent width.

Staff has had discussions with representatives from the school district concerning the installation of pedestrian activated cross-walk signals and dynamic speed display signs near the school to increase pedestrian safety. Staff will continue to work with representatives from the school on a solution for pedestrian safety that is acceptable to both the City and the school district.

Water Main

The project would include the replacement of approximately 2600-linear feet of existing 8-inch CIP water main on County Road D and approximately 1330-linear feet of 8-inch CIP water main on Cottage Place. The water main replacement quantity for Cottage includes the replacement of water main across the City open space from the dead end at Cottage west to Vivian Avenue. CIP water main is a relatively brittle material that fractures fairly easily when soils are disturbed or when settlements occur around water mains. The disturbance of soils during the storm sewer installation and sanitary sewer repairs near and around the CIP could pose a potential risk of water main failures after construction. The water main will be replaced with a directionally bored HDPE pipe, which is a more modern material designed to better withstand soil settlement. It has been the City's practice to upgrade CIP water main when the other types of construction work would disturb the original water main installation. As part of the water main replacement

all one-inch copper water services within the right-of-way, curb stops, gate valves, and hydrants will also be replaced.

City staff has reviewed the properties located in the neighborhoods and found that no additional services are warranted for future lot spits or sub-divisions.

Sanitary Sewer

The sanitary sewer pipe on County Road D was lined with a cured-in-place liner in 2011, which restored the structural integrity of the VCP sewer pipe.

City staff has contracted with an independent company to televise the sanitary sewer main located on Cottage Place to identify segments in need of repair or replacement. The televised inspection has not been completed at the time of this report. Once the televised reports are received, City staff will review the condition of the sanitary sewer and determine if repairs are required.

Many deficiencies can be corrected by the installation of a cured-in-place liner, which would restore the integrity of the sewer main. A cured-in-place liner does not require excavation of the sewer main and can be installed by access through the existing manholes. Therefore, if deficiencies can be corrected by lining, this work will not be included with this project and will be included in a future City wide lining project. Deficiencies in sewer mains that cannot be corrected by lining will need to be repaired.

The proposed sanitary sewer work for the project will include the replacement of sanitary sewer services within the road right-of-way. The service lines are constructed of VCP and are susceptible to cracking and root intrusion. It has been the City's practice to replace the sanitary sewer services with Polyvinyl Chloride (PVC) pipe in reconstruction areas where VCP sewer services exists. PVC pipe is the modern standard for sewer services; it has tight joints that keep out tree roots and groundwater and is stiff enough to resist settlement. The scope of these proposed improvements will not include excavating and repair of sanitary sewer services within the private property of residential properties.

Storm Sewer

The proposed improvements for this project include the installation of a stormwater collection and treatment system consisting of a series of catch basins, catch basin manholes, and underground filtration structures.

Stormwater runoff that drains to the streets within the project area would be collected at the catch basins and directed to filtration structures located beneath the road. The treatment structures consist of media cartridges that are designed to filter out sediments and nutrients and capture floatable contaminates. Underground cartridge filtration systems have been in use for over 20-years and have proven to be a viable option in areas where space is limited and surface treatment best management practices (BMPs) are not feasible. The treatment structures will be sized to meet the water quality treatment

volumes required by the RCWD and RWWD. Runoff exceeding required water quality volumes will bypass the chamber and flow directly into the storm sewer system, which will be designed to handle a 10-year storm event, the City standard for street stormwater collection systems.

Run-off from County Road D will be directed into the existing collection systems located on Chatsworth Street and Churchill Street in Roseville and discharged into a wetland in Lake Josephine Park.

Run-off from Cottage Place will be directed to the low area located on the adjacent City open space.

Infiltration of the storm water was considered for the sites, but the native soils on the sites consist of sandy lean clay and clayey sand, which have low permeability and very low infiltration rates of <0.2-inches/hour.

The proposed improvements are consistent with the goals and policies of Shoreview's Surface Water Management Plan (SWMP) and the requirements of the City's National Pollution Discharge Elimination System (NPDES) permit and Surface Water Pollution Prevention Plan (SWPPP).

Plans and specifications will incorporate erosion control practices consistent with Minnesota Pollution Control Agency's Best Management Practices and meet all requirements of the NPDES.

Street Lights

The proposed improvements for County Road D include replacing three existing Xcel owned streetlights with new poles, overhead light fixtures, and underground power. Five additional streetlights will be installed throughout the County Road D corridor. The proposed street lights would be consistent with lighting systems recently installed on MSA streets within Shoreview.

The proposed improvements for Cottage Place include the installation of three street lights. The proposed street lights would be consistent with lighting systems recently installed on local streets within Shoreview.

City staff will hire an electrical engineer to assist with the design, plans and specification for this work and the street light system would be designed to meet Xcel Energy's requirements. The street light system will also be designed to be a metered system where the City would purchase the electrical power from Xcel. The City would then own and maintain the street lighting system.

Private Utilities

The City notifies all utility companies as it relates to the proposed improvements on projects. Private utilities and their associated agencies located on this project include Comcast Communication - Cable and Television; Century Link – Telephone and Communication; and Xcel Energy – Electric, Gas & existing Street Lights. The City of Shoreview encourages these companies to repair or replace their utilities during or prior to the start of Shoreview's construction projects.

Landscaping

It is anticipated that this project will have an impact on a limited amount of boulevard trees. As per past practices, the City will replace boulevard trees on the project where opportunities arise. The City code references that trees are to be replaced on a two-for-one basis. Where boulevard trees get close to construction limits, City staff will make every effort to protect existing trees within the right-of-way. However, when necessary, trees will be removed to allow for the proposed construction and clear zones. As per past practice, staff will work with adjacent property owners individually to assess impacts on trees located on private property.

Permits

The City is required to obtain the necessary permits to construct this project. Permits are necessary for the repair and construction as it relates to site disturbance and work located with the road right-of-way.

As required by the Minnesota Pollution Control Agency, a NPDES permit is needed for disturbances over one acre in size. Local agencies and contractors must obtain permits and provide sureties to prevent erosion from exiting the construction site on all sites one acre or more that are being disturbed. This permit must be obtained by common permit by both the City and contractor prior to starting the construction project.

The preliminary design for the storm water improvements doesn't indicate a requirement for DNR or Army Corps of Engineers permits.

County Road D is located within the Rice Creek Watershed District (RCWD). The City is required to obtain a permit from the RCWD for the storm water improvements completed as part of the project.

The City will be required to obtain approval from the Department of Health for the work associated with the sanitary sewer collection and water distributions systems. The approval will be required prior to construction of the project.

IV. Estimated Costs

A detailed cost estimate is included in Appendix C of this report. The cost estimate is based on construction prices experienced for similar improvements and includes an additional 30% to cover non-construction costs associated with the project such as; engineering, legal, administrative costs, and construction contingencies. Because the costs associated with the reconstruction of County Road D will be split between the City's of Roseville and Shoreview and Shoreview will be responsible for all costs associated with the reconstruction of Cottage, the estimated costs for County Road D and Cottage are presented separately.

County Road D – CP #13-01A (Shoreview's Portion)

Street	\$ 522,700
Water Main	\$ 244,600
Sanitary Sewer	\$ 19,500
Storm Sewer	\$ 206,800
Street Lights	\$ 85,500
Total Estimated Project Cost	\$ 1,079,160

Cottage Place – CP #13-01B

Street	\$ 257,000
Water Main	\$ 155,600
Sanitary Sewer	\$ 28,800
Storm Sewer	\$ 185,500
Street Lights	\$ 21,500
Total Estimated Project Cost	\$ 648,400

V. Estimated Assessments

Assessments proposed for improvements are administered in accordance with Minnesota Statutes, Chapter 429 and the City of Shoreview Street Renewal Program Unit Assessment Policy dated March 7, 1986.

Appendix D has a detailed map and list of residential properties with proposed assessments for the improvements. The payback period for assessments related to street and storm sewer is typically 10-years.

Street

Shoreview's Street Assessment Policy states that adjacent property and any property with primary access to the roadway receiving the improvement will be assessed the equivalent cost of concrete curb and gutter on an "equivalent unit" basis. A typical single-family residential lot is considered as one "unit" for street assessment purposes.

Total estimated cost of concrete curb and gutter	\$ 39,590
Total number of units	29
Estimated street assessment amount	\$ 1,850/unit

Storm Sewer

Storm sewer assessments are proposed for this project. City records indicate that some of the properties located along County Road D have not been previously assessed for storm sewer improvements. In accordance with the City's assessment policy for storm sewer the amount assessed for each lot is dependant on the size of the lot. The first 13,000-square feet (sf) is assessed at \$0.07/sf, addition area from 13,001-19,000sf is assessed at \$0.035/sf, with no additional assessment over 19,000sf. The maximum storm sewer assessment for a residential lot on this project is \$1,120/unit.

Total assessed cost of storm sewer	\$ 8,600
Estimated storm water assessment amount	Dependant on lot size

VI. Funding Sources

Because the costs associated with the reconstruction of County Road D will be split between the City's of Roseville and Shoreview and Shoreview will be responsible for all costs associated with the reconstruction of Cottage, the financing for County Road D and Cottage is presented separately. The proposed improvements for County Road D would be funded by a combination of Municipal State Aid funds, special assessments/bonding,

utility funds, and funds from the City of Roseville. Cottage Place would be funded by a combination of street renewal funds, special assessments/bonding, and utility funds.

County Road D – CP #13-01A (Shoreview’s Portion)

Street	
Municipal State Aid	\$ 483,110
Assessments	\$ 39,590
Water	
Water Fund	\$ 244,600
Sanitary Sewer	
Sewer Fund	\$ 19,500
Storm Sewer	
Municipal State Aid	\$ 198,200
Assessments	\$ 8,600
Street Lights	
Municipal State Aid	\$ 85,500

Cottage Place – CP #13-01B

Street	
Street Renewal	\$ 236,650
Assessments	\$ 20,350
Water	
Water Fund	\$ 155,600
Sanitary Sewer	
Sewer Fund	\$ 28,800
Storm Sewer	
Surface Water Fund	\$ 185,500
Street Lights	
Street Light Fund	\$ 21,500

VII. Project Schedule

Assuming receipt of this report by the City Council, the proposed project schedule will be as follows:

Council Receives Feasibility Report	December 7, 2012
Public Improvement Hearing	January 7, 2013
Council Approve Plans and Specifications	February 18, 2013
Bid Opening	March 14, 2013
Council Award Contract	March 18, 2013
Construction Start	May 2013
Construction Complete	August 2013
Assessment Hearing	August 2014

VIII. Conclusions and Recommendations

Conclusions

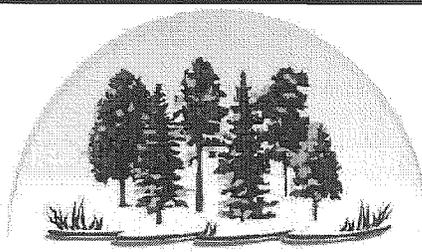
1. The reconstruction project for County Road D and Cottage Place is technically and financially feasible.
2. The reconstruction of the deteriorated streets, replacement of the water distribution, repair of the sanitary sewer collection systems, installation of storm collection system, replacement and/or installation of street lights, and replacement of sidewalk will directly benefit the residents of the neighborhood, as well as the other residents of Shoreview.

Recommendations

1. Proceed with improvements as proposed in this report.
2. Schedule public hearings for City Projects 13-01A and 13-01B on January 7, 2013 at the regularly scheduled City Council meeting.

APPENDIX A

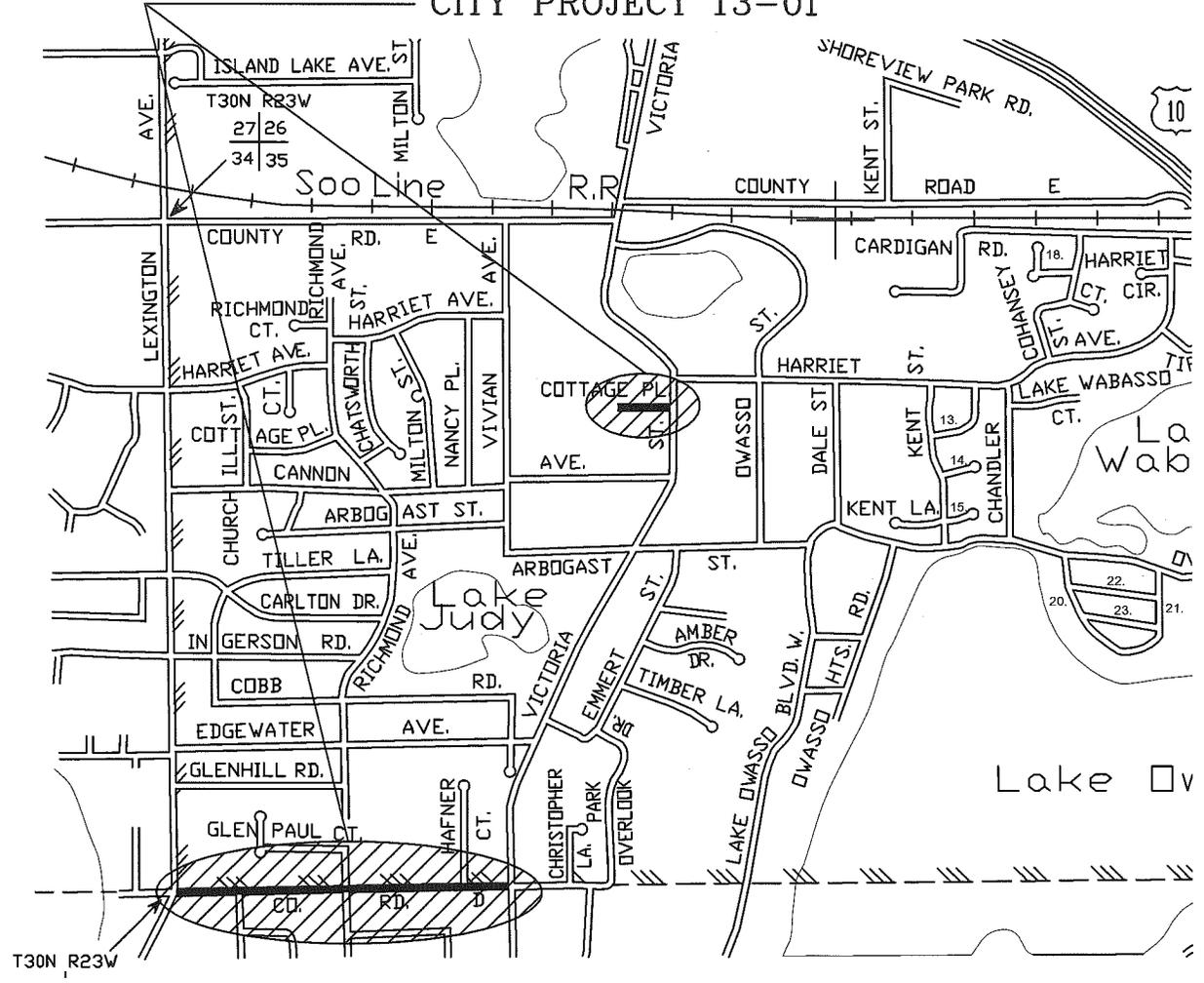
Exhibits



Shoreview

CITY OF SHOREVIEW
COUNTY ROAD D/COTTAGE PLACE
NEIGHBORHOODS
RECONSTRUCTION

CITY PROJECT 13-01



LOCATION MAP
EXHIBIT 1
MAY 2012

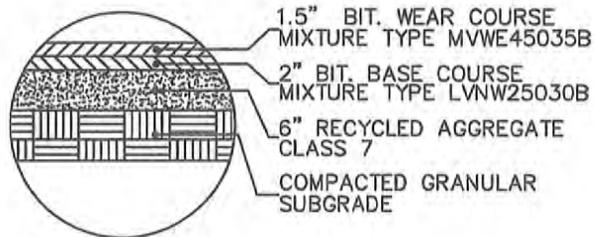
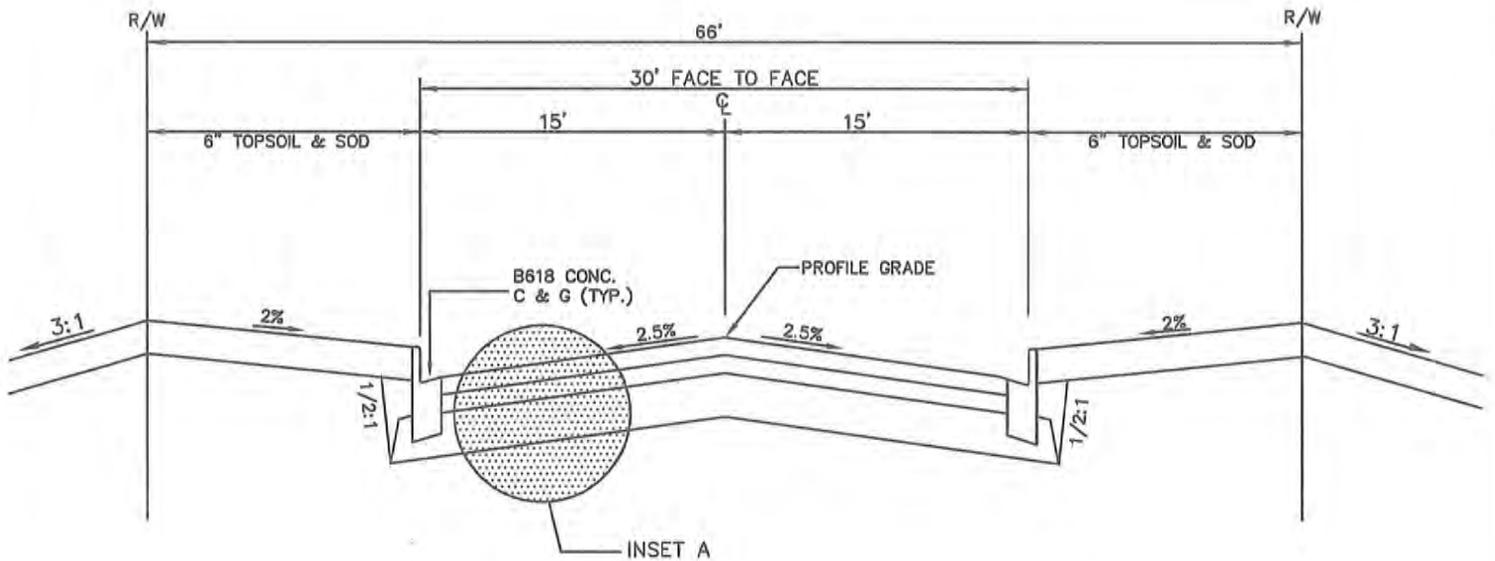
NO SCALE



CITY OF SHOREVIEW

COTTAGE PLACE RECONSTRUCTION

CITY PROJECTS 13-01B

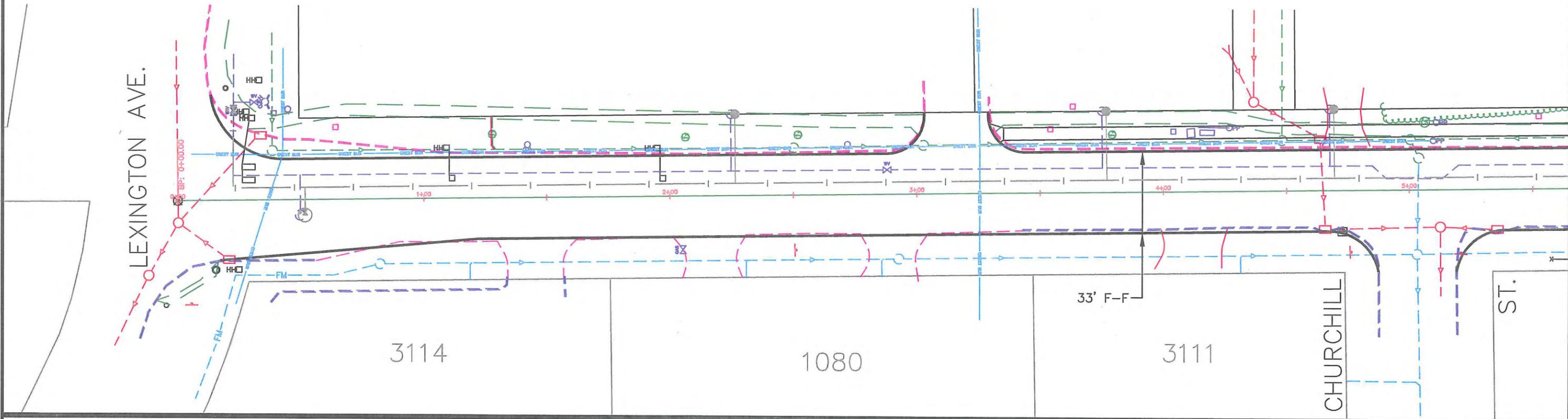


INSET A

TYPICAL STREET SECTION
EXHIBIT 2
DECEMBER 2012



CITY OF SHOREVIEW COUNTY ROAD D RECONSTRUCTION CITY PROJECT 13-01A



LEGEND

- EXISTING STORM SEWER
- EXISTING SANITARY SEWER
- EXISTING WATERMAIN
- EXISTING HYDRANT W/AUX. VALVE
- PROPOSED STORM SEWER
- PROPOSED SANITARY SEWER
- PROPOSED WATERMAIN

COUNTY ROAD D PROPOSED IMPROVEMENTS

- * 33 FT. WIDTH FACE TO FACE
- * NEW CONCRETE CURB & GUTTER
- * AGGREGATE BASE
- * NEW BITUMINOUS SURFACE
- * STORM SEWER CONSTRUCTION
- * WATERMAIN CONSTRUCTION
- * SANITARY SEWER REPAIRS
- * SIDEWALK CONSTRUCTION
- * STREET LIGHTS
- * TURF REPLACEMENT

GRAPHIC SCALE

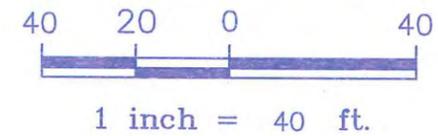


EXHIBIT 3

(1 OF 6)

DECEMBER 2012

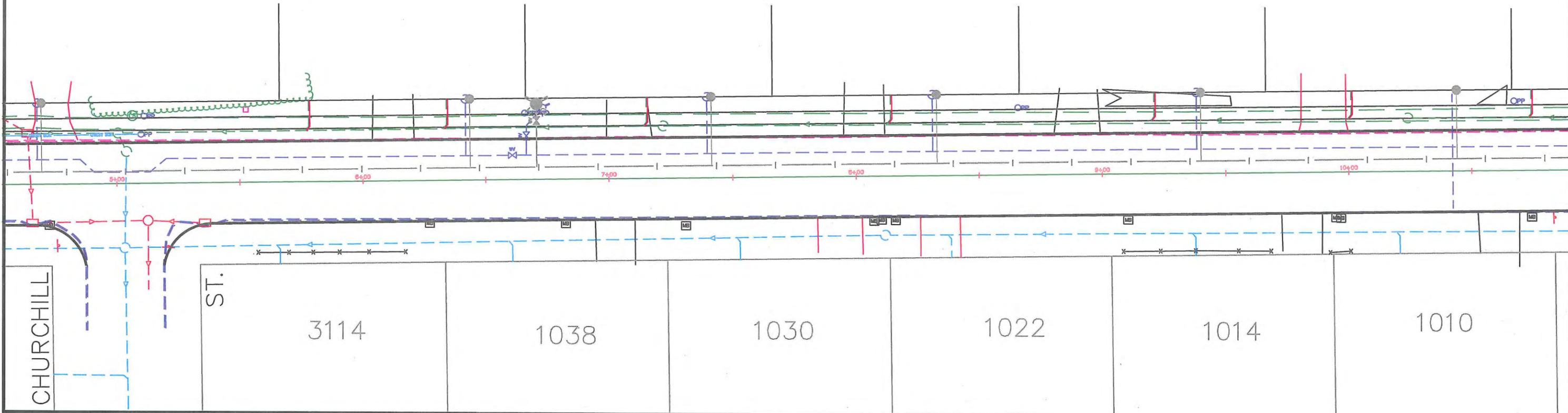


CITY OF SHOREVIEW

COUNTY ROAD D

RECONSTRUCTION

CITY PROJECT 13-01A



LEGEND

- | | |
|--|-------------------------------|
| | EXISTING STORM SEWER |
| | EXISTING SANITARY SEWER |
| | EXISTING WATERMAIN |
| | EXISTING HYDRANT W/AUX. VALVE |
| | PROPOSED STORM SEWER |
| | PROPOSED SANITARY SEWER |
| | PROPOSED WATERMAIN |

COUNTY ROAD D PROPOSED IMPROVEMENTS

- * 33 FT. WIDTH FACE TO FACE
- * NEW CONCRETE CURB & GUTTER
- * AGGREGATE BASE
- * NEW BITUMINOUS SURFACE
- * STORM SEWER CONSTRUCTION
- * WATERMAIN CONSTRUCTION
- * SANITARY SEWER REPAIRS
- * SIDEWALK CONSTRUCTION
- * STREET LIGHTS
- * TURF REPLACEMENT

GRAPHIC SCALE

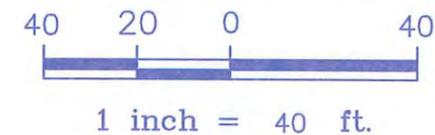


EXHIBIT 3

(2 OF 6)

DECEMBER 2012



CITY OF SHOREVIEW COUNTY ROAD D RECONSTRUCTION CITY PROJECT 13-01A



LEGEND

-  EXISTING STORM SEWER
-  EXISTING SANITARY SEWER
-  EXISTING WATERMAIN
-  EXISTING HYDRANT W/AUX. VALVE
-  PROPOSED STORM SEWER
-  PROPOSED SANITARY SEWER
-  PROPOSED WATERMAIN

COUNTY ROAD D PROPOSED IMPROVEMENTS

- * 33 FT. WIDTH FACE TO FACE
- * NEW CONCRETE CURB & GUTTER
- * AGGREGATE BASE
- * NEW BITUMINOUS SURFACE
- * STORM SEWER CONSTRUCTION
- * WATERMAIN CONSTRUCTION
- * SANITARY SEWER REPAIRS
- * SIDEWALK CONSTRUCTION
- * STREET LIGHTS
- * TURF REPLACEMENT

GRAPHIC SCALE



1 inch = 40 ft.

EXHIBIT 3

(3 OF 6)

DECEMBER 2012



CITY OF SHOREVIEW COUNTY ROAD D RECONSTRUCTION CITY PROJECT 13-01A



LEGEND

- | | |
|--|-------------------------------|
| | EXISTING STORM SEWER |
| | EXISTING SANITARY SEWER |
| | EXISTING WATERMAIN |
| | EXISTING HYDRANT W/AUX. VALVE |
| | PROPOSED STORM SEWER |
| | PROPOSED SANITARY SEWER |
| | PROPOSED WATERMAIN |

COUNTY ROAD D PROPOSED IMPROVEMENTS

- * 33 FT. WIDTH FACE TO FACE
- * NEW CONCRETE CURB & GUTTER
- * AGGREGATE BASE
- * NEW BITUMINOUS SURFACE
- * STORM SEWER CONSTRUCTION
- * WATERMAIN CONSTRUCTION
- * SANITARY SEWER REPAIRS
- * SIDEWALK CONSTRUCTION
- * STREET LIGHTS
- * TURF REPLACEMENT

GRAPHIC SCALE



1 inch = 40 ft.

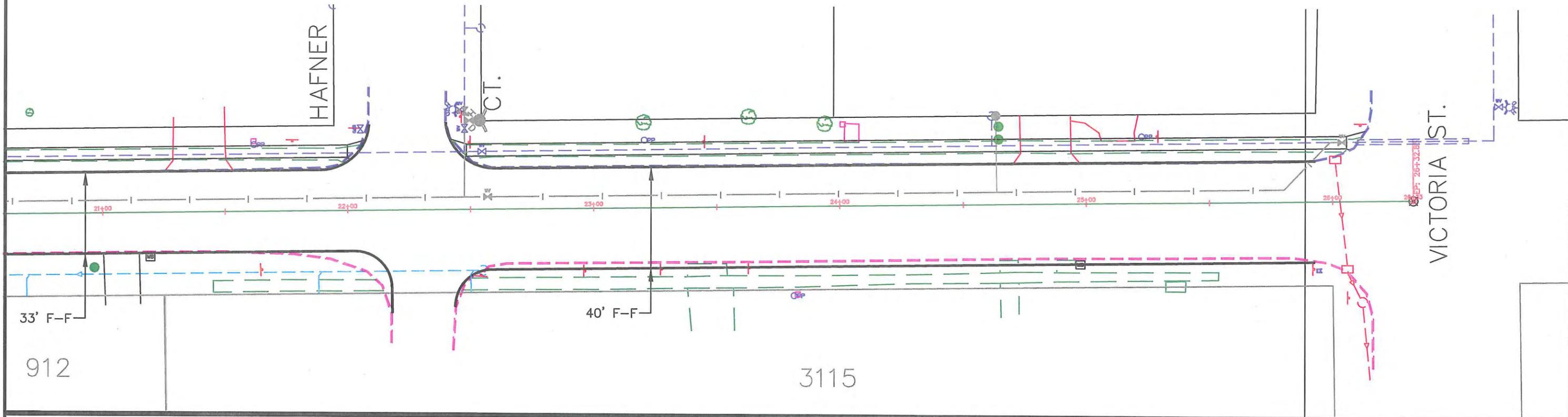
EXHIBIT 3

(4 OF 6)

DECEMBER 2012



CITY OF SHOREVIEW COUNTY ROAD D RECONSTRUCTION CITY PROJECT 13-01A



COUNTY ROAD D PROPOSED IMPROVEMENTS

LEGEND

- EXISTING STORM SEWER
- EXISTING SANITARY SEWER
- EXISTING WATERMAIN
- EXISTING HYDRANT W/AUX. VALVE
- PROPOSED STORM SEWER
- PROPOSED SANITARY SEWER
- PROPOSED WATERMAIN

- * 33 FT. WIDTH FACE TO FACE
- * NEW CONCRETE CURB & GUTTER
- * AGGREGATE BASE
- * NEW BITUMINOUS SURFACE
- * STORM SEWER CONSTRUCTION
- * WATERMAIN CONSTRUCTION
- * SANITARY SEWER REPAIRS
- * SIDEWALK CONSTRUCTION
- * STREET LIGHTS
- * TURF REPLACEMENT

GRAPHIC SCALE



1 inch = 40 ft.

EXHIBIT 3

(5 OF 6)

DECEMBER 2012



CITY OF SHOREVIEW

COTTAGE PLACE

RECONSTRUCTION

CITY PROJECT 13-01B



LEGEND

	EXISTING STORM SEWER
	EXISTING SANITARY SEWER
	EXISTING WATERMAIN
	EXISTING HYDRANT W/AUX. VALVE
	PROPOSED STORM SEWER
	PROPOSED SANITARY SEWER
	PROPOSED WATERMAIN

COTTAGE PLACE PROPOSED IMPROVEMENTS

- * 30 FT. WIDTH FACE TO FACE
- * NEW CONCRETE CURB & GUTTER
- * AGGREGATE BASE
- * NEW BITUMINOUS SURFACE
- * STORM SEWER CONSTRUCTION
- * WATERMAIN CONSTRUCTION
- * SANITARY SEWER REPAIRS
- * STREET LIGHTS
- * TURF REPLACEMENT

GRAPHIC SCALE

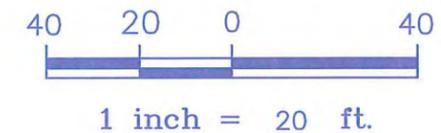


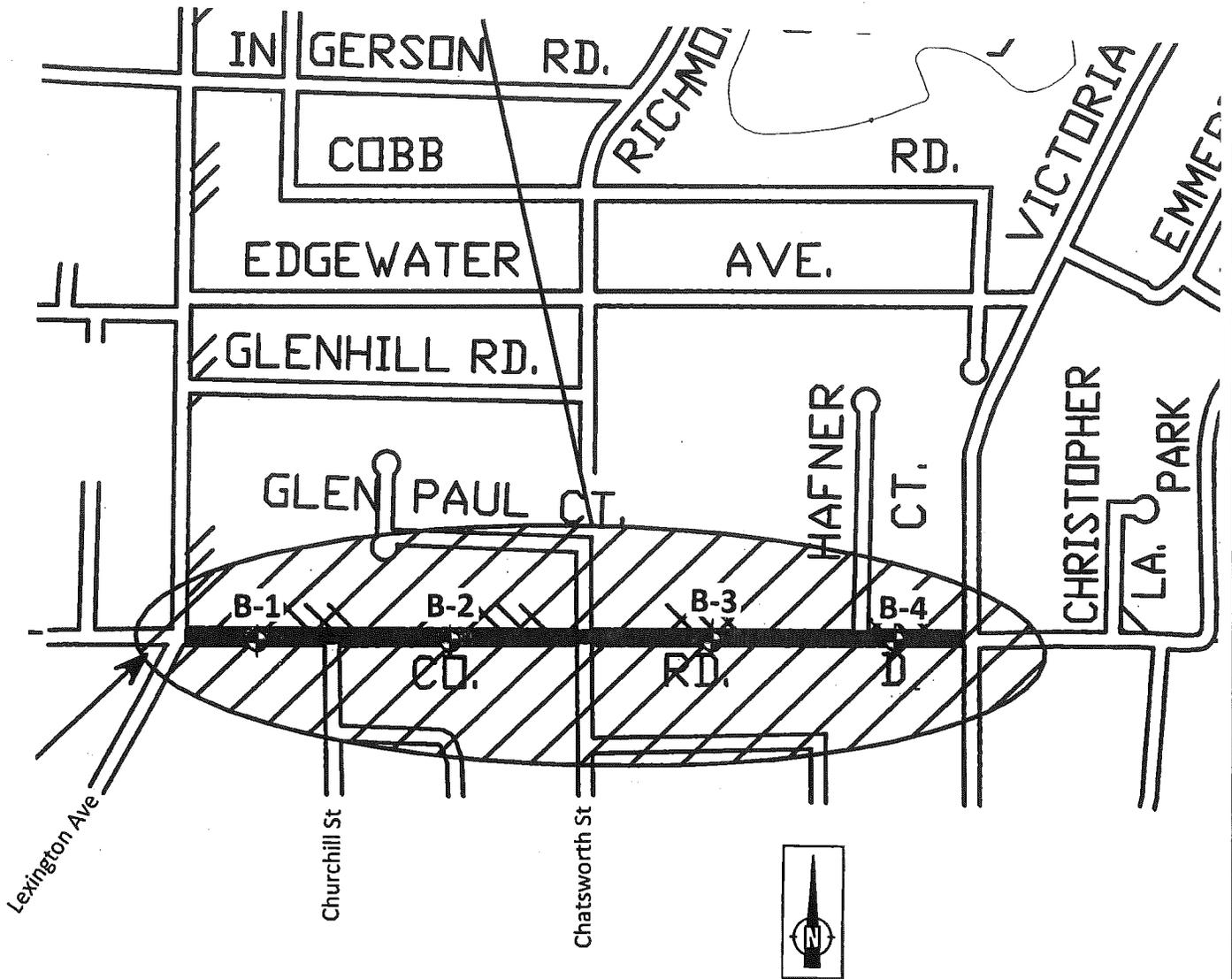
EXHIBIT 6

(6 OF 6)

DECEMBER 2012

APPENDIX B

Soil Borings



AMERICAN ENGINEERING TESTING, INC.	PROJECT County Road D Reconstruction		AET NO. 01-05503
	SUBJECT Boring Locations		DATE July 9, 2012
	SCALE 1" = 500'±	DRAWN BY JV	CHECKED BY -
			FIGURE 1



SUBSURFACE BORING LOG

AET JOB NO: 01-05503 LOG OF BORING NO. B-1 (p. 1 of 1)
 PROJECT: County Road D Reconstruction - Lexington Avenue to Victoria Street; Shoreview, MN

DEPTH IN FEET	SURFACE ELEVATION: _____ MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS							
							WC	DEN	LL	PL	%#200			
1	15.5" Bituminous pavement (mostly weathered)	FILL												
2	CLAYEY SAND, a little gravel, gray, stiff (SC) (A-6) (possible fill)	TILL OR FILL	15	M	SS	18	10							
3			11	M	SS	16	15							
4	SANDY LEAN CLAY, a little gravel, trace roots, brown and gray mottled, stiff (CL) (A-6)	TILL	13	M	SS	18	22							
5			7	M	SS	20	10							
6	CLAYEY SAND, a little gravel, brown, very stiff (SC/SM) (A-6)		24	M	SS	20	10							
7			11	M	SS	20	11							
8	CLAYEY SAND, a little gravel, brown, stiff (SC) (A-6)		17	M	SS	18	12							
9			14	M	SS	24	12							
10	END OF BORING													
11	<i>Location: County Road D, 8'S of C/L, 228'W of Churchill Street</i>													

DEPTH:	DRILLING METHOD	WATER LEVEL MEASUREMENTS						NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG	
0-14½'	3.25" HSA	DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL		WATER LEVEL
		6/26/12	12:38	16.5	14.5	16.5			None
		6/26/12	12:43	16.5	14.5	16.5			None
BORING COMPLETED: 6/26/12									
DR: GH LG: JMM Rig: 85									

AET CORP 01-05503.GPJ AET-CPT-WELL.GDT 7/2/12



SUBSURFACE BORING LOG

AET JOB NO: 01-05503 LOG OF BORING NO. B-2 (p. 1 of 1)
 PROJECT: County Road D Reconstruction - Lexington Avenue to Victoria Street; Shoreview, MN

DEPTH IN FEET	SURFACE ELEVATION: _____ MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS							
							WC	DEN	LL	PL	%-#200			
1	18" Bituminous pavement (mostly weathered)	FILL												
2	SANDY LEAN CLAY, a little gravel, gray, a little light gray, laminations of silty sand (CL) (A-6) (possible fill)	TILL	16	M	SS	18	12							
3	SANDY LEAN CLAY, a little gravel, gray, a little brown, very stiff, laminations of sandy silt (CL) (A-6)		16	M	SS	14	16		37	14				
4														
5	SANDY LEAN CLAY, a little gravel, brown and gray mottled, a little light brown, very stiff to stiff, laminations of sandy silt (CL) (A-6)		16	M	SS	16	16							
6														
7														
8			13	M	SS	24	17							
9														
10														
11														
12														
13	CLAYEY SAND, a little gravel, brown, very stiff (SC) (A-6)		21	M	SS	18	12							
14														
15	CLAYEY SAND, a little gravel, brown, hard (SC/SM) (A-6)		31	M	SS	20	11							
16														
END OF BORING														
Location: County Road D, 8'S of C/L, 407'W of Chatsworth Street C/L														

DEPTH:	DRILLING METHOD	WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
0-14½'	3.25" HSA	6/26/12	1:27	16.5	14.0	16.4		15.2	
		6/26/12	1:32	16.5	14.5	16.2		13.6	
BORING COMPLETED: 6/26/12									
DR: GH LG: JMM Rig: 85									

AET CORP 01-05503.GPJ AET+CPT+WELL.GDT 7/2/12



AMERICAN
ENGINEERING
TESTING, INC.

SUBSURFACE BORING LOG

AET JOB NO: 01-05503	LOG OF BORING NO. B-3 (p. 1 of 1)
PROJECT: County Road D Reconstruction - Lexington Avenue to Victoria Street; Shoreview, MN	

DEPTH IN FEET	SURFACE ELEVATION: _____ MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS						
							WC	DEN	LL	PL	%-#200		
	9" Bituminous pavement	FILL			X								
1	FILL, mostly silty sand, a little gravel, brown (A-2-4)	TILL	20	M	X	18							
2	FILL, mostly clayey sand, a little gravel, brown and dark brown (A-6)												
3	SANDY LEAN CLAY, a little gravel, brown, a little light brown, stiff, laminations of sandy silt (CL) (A-6)			10	M	X	24	16					
4													
5													
6													
7													
8	SANDY LEAN CLAY, a little gravel, brown, a little light brown and dark brown, very stiff, laminations of sandy silt and silt (CL) (A-6)			16	M	X	24	15					
9													
10	CLAYEY SAND, a little gravel, brown, very stiff (SC) (A-6)			26	M	X	18	9					
11													
12													
13	SANDY LEAN CLAY, a little gravel, brown, a little light brown, hard, laminations of sandy silt (CL) (A-6)			35	M	X	20	13					
14													
15	CLAYEY SAND, a little gravel, apparent cobbles, brown, hard, laminations of silty sand (SC) (A-6)			*	M	X	12	8					
END OF BORING													
*15/0.5 + 20/0.5 + 50/0.4													
<i>Location: County Road D, 8'S of C/L, 460'W of Hafner Court C/L</i>													

DEPTH	DRILLING METHOD	WATER LEVEL MEASUREMENTS						NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG	
		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL		WATER LEVEL
0-14½'	3.25" HSA	6/26/12	2:22	15.9	14.5	15.5			None
		6/26/12	2:27	15.9	14.5	15.5			None
BORING COMPLETED: 6/26/12									
DR: GH LG: JMM Rig: 85									

AET_CORP 01-05503.GPJ AET-CPT+WELL_GDT 7/2/12



SUBSURFACE BORING LOG

AET JOB NO: 01-05503

LOG OF BORING NO. B-4 (p. 1 of 1)

PROJECT: County Road D Reconstruction - Lexington Avenue to Victoria Street; Shoreview, MN

DEPTH IN FEET	SURFACE ELEVATION: _____ MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS							
							WC	DEN	LL	PL	%-#200			
	12" Bituminous pavement	FILL												
1	FILL, mostly clayey sand, a little gravel, brown, gray and dark brown (A-6)		18	M	SS	18	11							
2	SANDY LEAN CLAY, a little gravel, trace roots, brown, a little gray, stiff (CL) (A-6)	TILL	9	M	SS	12	17							
3														
4														
5	SANDY LEAN CLAY, a little gravel, brown and gray mottled, a little dark brown, stiff, laminations of sandy silt (CL) (A-6)		9	M	SS	18	21							
6														
7														
8			10	M	SS	18	18							
9														
10	SANDY LEAN CLAY, a little gravel, brown, a little light brown and dark brown, very stiff, laminations of sandy silt (CL) (A-6)		19	M	SS	24	17							
11														
12														
13			24	M	SS	24	15							
14														
15														
16			25	M	SS	25	14							
END OF BORING														
Location: County Road D, 9'S of C/L, 97'E of Hafner Court C/L														

AET_CORP 01-05503.GPJ AET+CPT+WELL.GDT 7/2/12

DEPTH	DRILLING METHOD	WATER LEVEL MEASUREMENTS						NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG	
		DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL		WATER LEVEL
0-14½'	3.25" HSA	6/26/12	3:08	16.5	14.5	16.5			None
		6/26/12	3:13	16.5	14.5	16.5			None
BORING COMPLETED: 6/26/12									
DR: GH LG: JMM Rig: 85									

State Aid ESAL Traffic Forecast Calculator - 11/15/2010

This ESAL calculator is for use with default Heavy Commercial Traffic values; click sheet "2" below if you wish to enter your own Heavy Commercial Traffic values.

Instructions: All yellow boxes require an input value.

Dropdown choices are provided for Base Year (C18), Number of Lanes (C19), and AADT Range (C20). You must click on cell (C18) or (C19) or (C20) to access the dropdown choices.

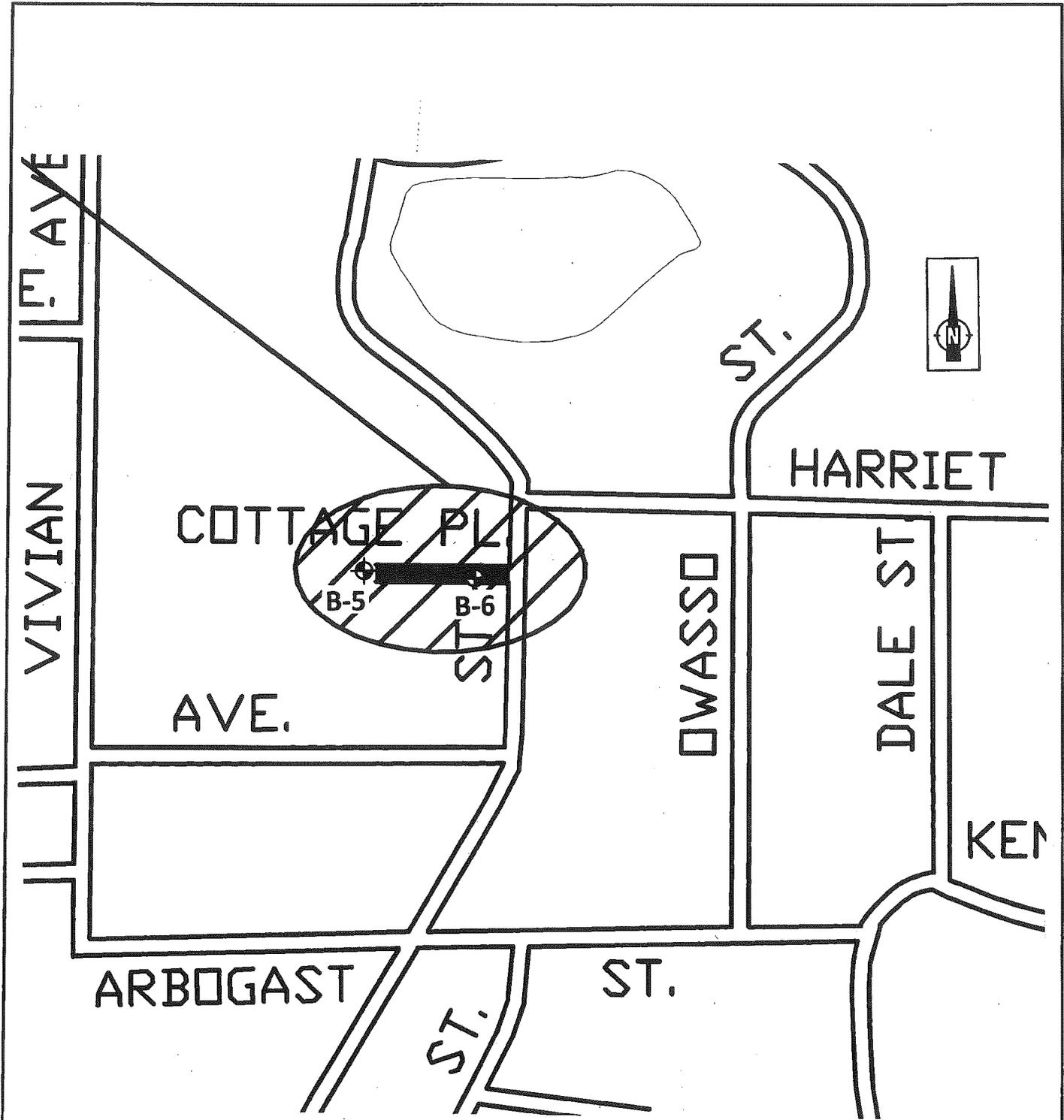
General Information

Date	7/9/12	
Forecast Performed by	JV	
Name of County or City	Shoreview	
Project Number	AET No. 01-05503	
Project Description	County Road D	
Route Number		
Base Year (i.e. opening to traffic)	2013	
Number of Lanes (both directions)	1	
AADT Range	Urban: >1500	
Historical AADT (enter a minimum of two years)	Year	AADT
Enter oldest traffic data here	2001	2,200
Enter second oldest traffic data here	2009	2,500
Enter third oldest traffic data here		
Enter fourth oldest traffic data here		
Base Year AADT	2013	2,650
20-Year AADT	2033	3,400
35-Year AADT	2048	3,960
Growth Rate	1.42%	

Vehicle Type	Vehicle Class %	ESAL Factors	
		Flexible	Rigid
2AX-6TIRE SU	1.52%	0.25	0.24
3AX+SU	0.46%	0.58	0.85
3AX TST	0.09%	0.39	0.37
4AX TST	0.12%	0.51	0.53
5AX+TST	0.89%	1.13	1.89
TR TR, BUSES	0.47%	0.57	0.74
TWIN TRAILERS	0.02%	2.40	2.33
Total	3.57%	NA	NA

20-Year Flexible Forecast =	537,000
20-Year Rigid Forecast =	761,000
35-Year Flexible Forecast =	1,005,000
35-Year Rigid Forecast =	1,426,000

For State Aid questions and information, please contact Joe Thomas (Mn/DOT State Aid) at 651-366-3831.
 For ESAL programming questions and information, please contact Tom Nordstrom (Mn/DOT Pavement Management) at 651-366-5537.



AMERICAN ENGINEERING TESTING, INC.	PROJECT Cottage Place Reconstruction, Shoreview, MN		AET NO. 01-05503	
	SUBJECT Boring Locations		DATE July 5, 2012	
	SCALE 1" = 400'±	DRAWN BY JV	CHECKED BY -	FIGURE 1



SUBSURFACE BORING LOG

AET JOB NO: 01-05503 LOG OF BORING NO. B-5 (p. 1 of 1)
 PROJECT: Cottage Drive Reconstruction - West of Victoria Street; Shoreview, MN

DEPTH IN FEET	SURFACE ELEVATION: _____ MATERIAL DESCRIPTION	GEOLOGY	N	MC	SAMPLE TYPE	REC IN.	FIELD & LABORATORY TESTS							
							WC	DEN	LL	PL	%-#200			
1	3" Bituminous pavement	FILL												
1	FILL, mostly sand with silt and gravel, brown (A-1-b)		7	M	SS	12	14							
2	FILL, mostly clayey sand, a little gravel, brown and dark brown (A-6)													
2	SANDY LEAN CLAY, a little gravel, brown, a little gray mottled, firm to stiff (CL) (A-6)	TILL	8	M	SS	12	17		27	14				
4														
5														
6			10	M	SS	18	14							
7														
8	SANDY LEAN CLAY, a little gravel, brown, a little light brown, very stiff, laminations of sandy silt (CL) (A-6)		16	M	SS	20	16							
9														
10	SANDY LEAN CLAY, a little gravel, brown, very stiff (CL) (A-6)		18	M	SS	20	15							
11														
12	CLAYEY SAND, a little gravel, brown, hard (SC) (A-6)		44	M	SS	24	9							
13														
14														
15	CLAYEY SAND, a little gravel, brown, hard (SC/SM) (A-6)		41	M	SS	24	9							
16														
END OF BORING														
Location: Cottage Place, 7'N of C/L, 450'W of Victoria Street C/L														

DEPTH:	DRILLING METHOD	WATER LEVEL MEASUREMENTS							NOTE: REFER TO THE ATTACHED SHEETS FOR AN EXPLANATION OF TERMINOLOGY ON THIS LOG
0-14½'	3.25" HSA	DATE	TIME	SAMPLED DEPTH	CASING DEPTH	CAVE-IN DEPTH	DRILLING FLUID LEVEL	WATER LEVEL	
		6/26/12	10:13	16.5	14.5	16.5		None	
		6/26/12	10:18	16.5	14.5	16.5		None	
BORING COMPLETED: 6/26/12									
DR: GH LG: JMM Rig: 85									

AET_CORP 01-05503.GPJ AET+CPT+WELL.GDT 7/5/12

SIEVE ANALYSIS TEST RESULTS

PROJECT:
Cottage Place Reconstruction
Shoreview, Minnesota

AET NO.: 01-05503

DATE: July 2, 2012

TEST METHOD: General Conformance with ASTM: D6913, Method A

RESULTS:

Boring Number	B-6
Sample Depth	2½"-1'
Dry Sample Weight (gms)	265.56
Sieve Size or Number	Percent Passing By Weight
5/8"	100
1/2"	96
3/8"	87
#4	79
#10	70
#20	59
#40	42
#100	15
#200	11

Note: The small sample size limits the accuracy of the test, and the sample may not necessarily be representative of the entire layer shown on the boring log.

APPENDIX C

Detailed Cost Estimates

ENGINEER'S ESTIMATE

**COUNTY ROAD D RECONSTRUCTION
CITY PROJECT NO. 13-01A**

STREET RECONSTRUCTION

ITEM NO.	ITEM	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
2021.501	MOBILIZATION	LS	0.50	\$ 60,000.00	\$ 30,000.00
2101.502	CLEARING	TREE	2.00	\$ 350.00	\$ 700.00
2101.507	GRUBBING	TREE	2.00	\$ 170.00	\$ 340.00
2104.505	REMOVE CONCRETE CURB & GUTTER	LF	500.00	\$ 6.00	\$ 3,000.00
2104.505	REMOVE BITUMINOUS PAVEMENT	SY	4,700.00	\$ 3.00	\$ 14,100.00
2104.505	REMOVE CONC. SDWK.	SY	1,430.00	\$ 5.00	\$ 7,150.00
2104.505	REMOVE DRIVEWAY PAVEMENT (CONCRETE)	SY	130.00	\$ 5.00	\$ 650.00
2104.505	REMOVE DRIVEWAY PAVEMENT (BITUMINOUS)	SY	260.00	\$ 3.50	\$ 910.00
2104.511	SAW CONCRETE PAVEMENT	LF	75.00	\$ 4.50	\$ 337.50
2104.523	SALVAGE & REINSTAL EXISTING SIGNS, POSTS AND MAILBOXES	EA	10.00	\$ 100.00	\$ 1,000.00
2105.501	COMMON EXCAVATION	CY	3,200.00	\$ 15.00	\$ 48,000.00
2105.507	SUBGRADE EXCAVATION	CY	50.00	\$ 15.00	\$ 750.00
2105.522	SELECT GRAN. BORROW	CY	1,575.00	\$ 16.50	\$ 25,987.50
2105.525	TOPSOIL BORROW	CY	700.00	\$ 15.00	\$ 10,500.00
2105.604	GEOTEXTILE FABRIC, TYPE V	SY	4,700.00	\$ 2.50	\$ 11,750.00
2112.501	SUBGRADE PREPARATION	RD STA	13.00	\$ 150.00	\$ 1,950.00
2211.501	AGGREGATE BASE CLASS 7 (9")	TON	2,500.00	\$ 16.00	\$ 40,000.00
2360.508	BITUMINOUS WEAR COURSE MVWE45035B (2")	TON	550.00	\$ 67.00	\$ 36,850.00
2360.514	BITUMINOUS BASE COURSE LVNW25030B (2")	TON	550.00	\$ 62.00	\$ 34,100.00
2357.502	BITUMINOUS MAT'L FOR TACK COAT	GAL	240.00	\$ 3.00	\$ 720.00
2331.603	BITUMINOUS CONTROL JOINT	LF	925.00	\$ 2.25	\$ 2,081.25
2360.521	BITUMINOUS DRIVEWAY PAVEMENT LVWE45030B	SY	260.00	\$ 20.00	\$ 5,200.00
2411.618	MODULAR BLOCK RETAINING WALL	SF	100.00	\$ 30.00	\$ 3,000.00
2502.541	4" PERFORATED PVC DRAIN TILE	LF	200.00	\$ 10.00	\$ 2,000.00
2506.516	CAST. ASSEMBLY (R-1733) W/I&I BARRIER	EA	8.00	\$ 450.00	\$ 3,600.00
2531.501	CONCRETE CURB & GUTTER (B6-18)	LF	2,550.00	\$ 11.00	\$ 28,050.00
2531.507	6" CONCRETE DRIVEWAY PAVEMENT	SY	130.00	\$ 43.00	\$ 5,590.00
2531.507	4" CONCRETE SIDEWALK	SY	1,650.00	\$ 20.00	\$ 33,000.00
2531.602	CONC. PED. RAMP W/TRUNCATED DOMES	EA	8.00	\$ 450.00	\$ 3,600.00
2563.601	TRAFFIC CONTROL	LS	0.50	\$ 5,000.00	\$ 2,500.00
2564.603	4" SOLID LINE WHITE-PAINT	LF	2,400.00	\$ 0.08	\$ 192.00
2564.603	4" DOUBLE LINE YELLOW-PAINT	LF	1,200.00	\$ 0.16	\$ 192.00
2564.603	CROSSWALK PAVEMENT MARKING TAPE	SF	350.00	\$ 8.00	\$ 2,800.00
2564.531	F & I SIGN PANELS TYPE C	SF	48.00	\$ 25.00	\$ 1,200.00
2564.537	DYNAMIC SPEED DISPLAY SIGN	EA	1.00	\$ 6,500.00	\$ 6,500.00
2564.537	PED ACTIVATED CROSSING SIGN	EA	2.00	\$ 4,000.00	\$ 8,000.00
2573.502	SILT FENCE	LF	200.00	\$ 4.00	\$ 800.00
2573.501	INLET PROTECTION	EA	10.00	\$ 125.00	\$ 1,250.00
2575.505	SODDING	SY	3,500.00	\$ 5.00	\$ 17,500.00
2123.610	STREET SWEEPING	HR	10.00	\$ 120.00	\$ 1,200.00
SPECIAL	SIGNAL DETECTION LOOPS	EA	2.00	\$ 2,500.00	\$ 5,000.00

SUBTOTAL	\$ 402,050.25
30% ENGINEERING & ADMINISTRATION	\$ 120,615.08
TOTAL COST - STREET RECONSTRUCTION	\$ 522,665.33

**COUNTY ROAD D RECONSTRUCTION
CITY PROJECT NO. 13-01A**

STORM SEWER

ITEM NO.	ITEM	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
2104.509	REMOVE STORM STRUCTURE	EA	2.00	\$ 1,000.00	\$ 2,000.00
2104.501	REMOVE STORM PIPE	LF	220.00	\$ 30.00	\$ 6,600.00
2502.541	30" HDPE PIPE, SMOOTH INTERIOR	LF	300.00	\$ 50.00	\$ 15,000.00
2503.541	12" RCP SEWER DESIGN 3006 CL5	LF	225.00	\$ 30.00	\$ 6,750.00
2503.541	18" RCP SEWER DESIGN 3006 CL5	LF	335.00	\$ 35.00	\$ 11,725.00
2506.502	CONST MHC B 48" DIA. W/CAST.	EA	1.00	\$ 3,000.00	\$ 3,000.00
2506.502	CONST MHC B 48" DIA. W/CAST. & 3' SUMP	EA	1.00	\$ 3,500.00	\$ 3,500.00
2506.502	CONST MH 48" DIA. W/CAST.	EA	1.00	\$ 3,000.00	\$ 3,000.00
2506.502	CONST CB 2'X3' W/CAST	EA	3.00	\$ 2,500.00	\$ 7,500.00
2506.502	STORM WATER FILTERING STRUCTURE	EA	1.00	\$ 100,000.00	\$ 100,000.00
SUBTOTAL					\$ 159,075.00
30% ENGINEERING & ADMINISTRATION					\$ 47,722.50
TOTAL COST - STORM SEWER					\$ 206,797.50

WATERMAIN

ITEM NO.	ITEM	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
2104.509	REMOVE/SALVAGE HYDRANT & VALVE	EA	4.00	\$ 500.00	\$ 2,000.00
2504.602	CONNECT TO EXISTING WM	EA	5.00	\$ 2,300.00	\$ 11,500.00
2504.603	6" WATERMAIN DIP CL 53	LF	100.00	\$ 35.00	\$ 3,500.00
2504.603	6" WATERMAIN CL DR11 HDPE-DIPS DIRECTIONALLY DRILLED	LF	2,600.00	\$ 50.00	\$ 130,000.00
2504.602	F & I HYDRANT (WB-67) & VALVE	EA	4.00	\$ 3,650.00	\$ 14,600.00
2504.602	6" GATE VALVE	EA	7.00	\$ 750.00	\$ 5,250.00
2504.602	1" CORPORATION	EA	11.00	\$ 225.00	\$ 2,475.00
2504.602	1" CURB STOP & BOX	EA	11.00	\$ 330.00	\$ 3,630.00
2504.603	1" POLYETHYLENE SERVICE PIPE	LF	250.00	\$ 29.00	\$ 7,250.00
2504.603	4" UTILITY INSULATION	SY	25.00	\$ 25.00	\$ 625.00
2504.608	HDPE FITTINGS CL DR11	EA	10.00	\$ 600.00	\$ 6,000.00
2504.608	DIP FITTINGS	LBS	200.00	\$ 6.50	\$ 1,300.00
SUBTOTAL					\$ 188,130.00
30% ENGINEERING & ADMINISTRATION					\$ 56,439.00
TOTAL COST - WATERMAIN					\$ 244,569.00

ENGINEER'S ESTIMATE

**COUNTY ROAD D RECONSTRUCTION
CITY PROJECT NO. 13-01A**

SANITARY SEWER

ITEM NO.	ITEM	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
2503.602	REMOVE & REPLACE 4"X8" WYE	EA	10.00	\$ 1,150.00	\$ 11,500.00
2503.603	4" PVC SERVICE PIPE	LF	125.00	\$ 26.00	\$ 3,250.00
2503.602	4" UTILITY INSULATION	SY	10.00	\$ 25.00	\$ 250.00
SUBTOTAL					\$ 15,000.00
30% ENGINEERING & ADMINISTRATION					\$ 4,500.00
TOTAL COST - SANITARY SEWER					\$ 19,500.00

TOTAL ESTIMATED COST

COUNTY ROAD D RECONSTRUCTION

STREET RECONSTRUCTION	\$ 522,665.33
STORM SEWER	\$ 206,797.50
WATERMAIN	\$ 244,569.00
SANITARY SEWER	\$ 19,500.00
STREET LIGHTS	\$ 85,500.00
TOTAL ESTIMATE	\$ 1,079,031.83

ENGINEER'S ESTIMATE

**COTTAGE PLACE
RECONSTRUCTION
CITY PROJECT NO. 13-01B**

STREET RECONSTRUCTION

ITEM NO.	ITEM	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
2021.501	MOBILIZATION	LS	1.00	\$25,000.00	\$ 25,000.00
2101.502	CLEARING	TREE	45.00	\$ 350.00	\$ 15,750.00
2101.507	GRUBBING	TREE	45.00	\$ 170.00	\$ 7,650.00
2104.505	REMOVE BITUMINOUS PAVEMENT	SY	1,600.00	\$ 3.00	\$ 4,800.00
2104.505	REMOVE DRIVEWAY PAVEMENT (CONCRETE)	SY	180.00	\$ 5.00	\$ 900.00
2104.505	REMOVE DRIVEWAY PAVEMENT (BITUMINOUS)	SY	100.00	\$ 3.50	\$ 350.00
2104.511	SAW CONCRETE PAVEMENT	LF	55.00	\$ 4.50	\$ 247.50
2104.513	SAW BITUMINOUS PAVEMENT	LF	150.00	\$ 3.00	\$ 450.00
2104.523	SALVAGE EXISTING SANITARY MH/DELIVER TO CITY	EA	3.00	\$ 350.00	\$ 1,050.00
2104.523	SALVAGE & REINSTAL EXISTING SIGNS, POSTS AND MAILBOXES	EA	17.00	\$ 100.00	\$ 1,700.00
2105.501	COMMON EXCAVATION	CY	975.00	\$ 15.00	\$ 14,625.00
2105.522	SELECT GRAN. BORROW	CY	2,335.00	\$ 16.50	\$ 38,527.50
2123.610	STREET SWEEPING	HR	2.00	\$ 120.00	\$ 240.00
2211.501	AGGREGATE BASE CLASS 7	TON	900.00	\$ 16.00	\$ 14,400.00
2360.508	BITUMINOUS WEAR COURSE MVWE45035B	TON	195.00	\$ 67.00	\$ 13,065.00
2360.514	BITUMINOUS BASE COURSE LVNW25030B	TON	260.00	\$ 67.00	\$ 17,420.00
2360.521	BITUMINOUS DRIVEWAY PAVEMENT LVWE45030B	SY	100.00	\$ 20.00	\$ 2,000.00
2357.502	BITUMINOUS MAT'L FOR TACK COAT	GAL	120.00	\$ 3.00	\$ 360.00
2331.603	BITUMINOUS CONTROL JOINT	LF	1,560.00	\$ 2.25	\$ 3,510.00
2531.501	CONCRETE CURB & GUTTER (B6-18)	LF	1,295.00	\$ 11.00	\$ 14,245.00
2531.507	6" CONCRETE DRIVEWAY PAVEMENT	SY	180.00	\$ 43.00	\$ 7,740.00
2563.601	TRAFFIC CONTROL	LS	1.00	\$ 2,500.00	\$ 2,500.00
2573.502	SILT FENCE	LF	500.00	\$ 4.00	\$ 2,000.00
2573.501	INLET PROTECTION	EA	4.00	\$ 125.00	\$ 500.00
2575.505	SODDING W/6" TOPSOIL	SY	1,450.00	\$ 5.00	\$ 7,250.00
SPECIAL	INSTALL AND MAINTAIN CONSTRUCTION ENTRANCE	EA	1.00	\$ 1,500.00	\$ 1,500.00
	SUBTOTAL - STREET RECONSTRUCTION				\$ 197,780.00
	30% CONTINGENCY				\$ 59,334.00
	TOTAL - STREET RECONSTRUCTION				\$ 257,114.00

ENGINEER'S ESTIMATE

**COTTAGE PLACE
RECONSTRUCTION
CITY PROJECT NO. 13-01B**

STORM SEWER

ITEM NO.	ITEM	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
2104.501	REMOVE EXISTING CMP STORM SEWER PIPE	LF	50.00	\$ 12.00	\$ 600.00
2105.501	COMMON EXCAVATION (PIPE TRENCH AND STRUCTURE)	CY	95.00	\$ 9.25	\$ 878.75
	SPECIAL STORM WATER TREATMENT STRUCTURE	EA	1.00	\$95,000.00	\$ 95,000.00
2503.541	15" FES WITH GRATE	EA	1.00	\$ 1,100.00	\$ 1,100.00
2503.541	15" HDPE STORM SEWER, SMOOTH INTERIOR W/ 2 FES	LF	65.00	\$ 50.00	\$ 3,250.00
2503.541	15" RCP SEWER DESIGN 3006 CL 5	LF	635.00	\$ 32.00	\$ 20,320.00
2506.502	CONSTRUCT MH 60" DIA W/CAST	EA	1.00	\$ 3,500.00	\$ 3,500.00
2506.502	CONSTRUCT MH-CB 60" DIA W/CAST	EA	3.00	\$ 3,500.00	\$ 10,500.00
2506.502	CONSTRUCT CB 2' x 3' W/CAST	EA	3.00	\$ 2,500.00	\$ 7,500.00
	SUBTOTAL - STORM SEWER				\$ 142,648.75
	30% CONTINGENCY				\$ 42,794.63
	SUBTOTAL - STORM SEWER				\$ 185,443.38

WATERMAIN

ITEM NO.	ITEM	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
2104.509	REMOVE/SALVAGE HYDRANT & VALVE DELIVER TO CITY	EA	2.00	\$ 500.00	\$ 1,000.00
2504.603	TEMPORARY WATER SERVICE	LS	1.00	\$18,000.00	\$ 18,000.00
2504.603	8" WATERMAIN CL DR11 HDPE-DIPS DIRECTIONALLY DRILLED	LF	1,340.00	\$ 50.00	\$ 67,000.00
2504.602	CONNECT TO EXISTING 8" CIP WM	EA	2.00	\$ 850.00	\$ 1,700.00
2504.602	F & I HYDRANT (WB-67) & VALVE	EA	3.00	\$ 3,650.00	\$ 10,950.00
2504.602	8" GATE VALVE	EA	2.00	\$ 1,000.00	\$ 2,000.00
2504.602	1" CORPORATION	EA	11.00	\$ 225.00	\$ 2,475.00
2504.602	1" CURB STOP & BOX	EA	11.00	\$ 330.00	\$ 3,630.00
2504.603	1" COPPER TUBING	LF	340.00	\$ 29.00	\$ 9,860.00
2504.603	8-MIL POLYETHELENE ENCASEMENT	LF	1,340.00	\$ 0.62	\$ 830.80
2504.603	4" UTILITY INSULATION	SY	14.00	\$ 25.00	\$ 350.00
2504.608	DIP FITTINGS	LBS	295.00	\$ 6.50	\$ 1,917.50
	SUBTOTAL - WATERMAIN				\$ 119,713.30
	30% CONTINGENCY				\$ 35,913.99
	SUBTOTAL - WATERMAIN				\$ 155,627.29

ENGINEER'S ESTIMATE

COTTAGE PLACE
RECONSTRUCTION
CITY PROJECT NO. 13-01B

SANITARY SEWER

ITEM NO.	ITEM	UNIT	ESTIMATED QUANTITY	UNIT PRICE	TOTAL COST
2503.603	SANITARY SEWER REPAIR	EA	1.00	\$ 1,200.00	\$ 1,200.00
2503.602	REMOVE AND REPLACE 4"X8" WYE	EA	9.00	\$ 1,150.00	\$ 10,350.00
2503.603	4" PVC SERVICE PIPE	LF	330.00	\$ 26.00	\$ 8,580.00
2503.602	4" UTILITY INSULATION	SY	14.00	\$ 25.00	\$ 350.00
2506.516	F&I SANITARY CASTING ASSEMBLY W/I & I BARRIER	EA	3.00	\$ 550.00	\$ 1,650.00
	SUBTOTAL - SANITARY SEWER				\$ 22,130.00
	30% CONTINGENCY				\$ 6,639.00
	TOTAL - SANITARY SEWER				\$ 28,769.00

ESTIMATED CONSTRUCTION COST

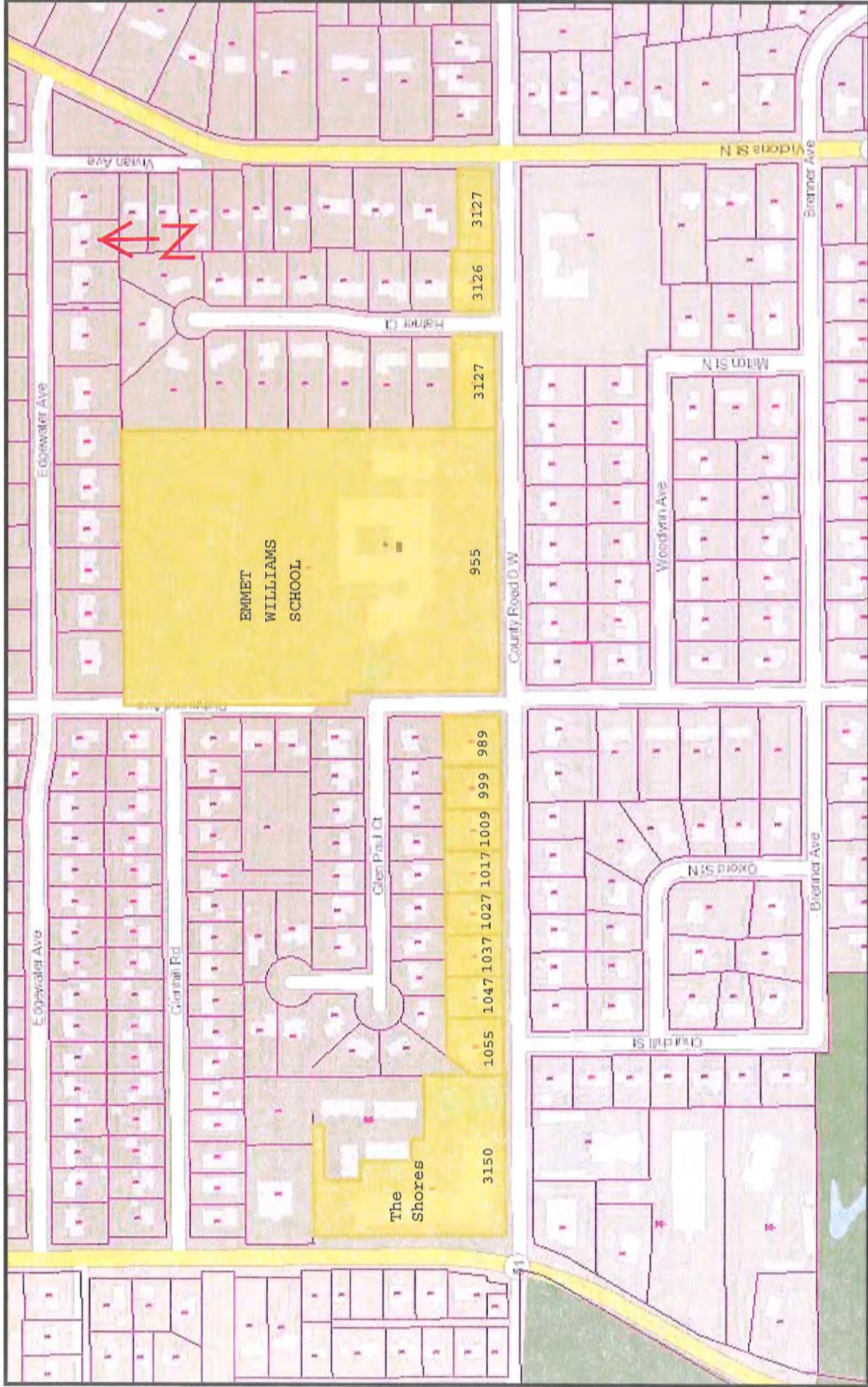
STREET RECONSTRUCTION	\$ 257,114.00
STORM SEWER	\$ 185,443.38
WATERMAIN	\$ 155,627.29
SANITARY SEWER	\$ 28,769.00
STREET LIGHTS	\$ 21,500.00
TOTAL	\$ 648,453.67

APPENDIX D

Proposed Assessments



COUNTY RD D RECONSTRUCTION PROJECT 13-01A



tlh 12/12/12

1:3,956

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659.4 Feet

329.69

0

NAD_1983_HARN_Adj_MN_Ramsey_Feet
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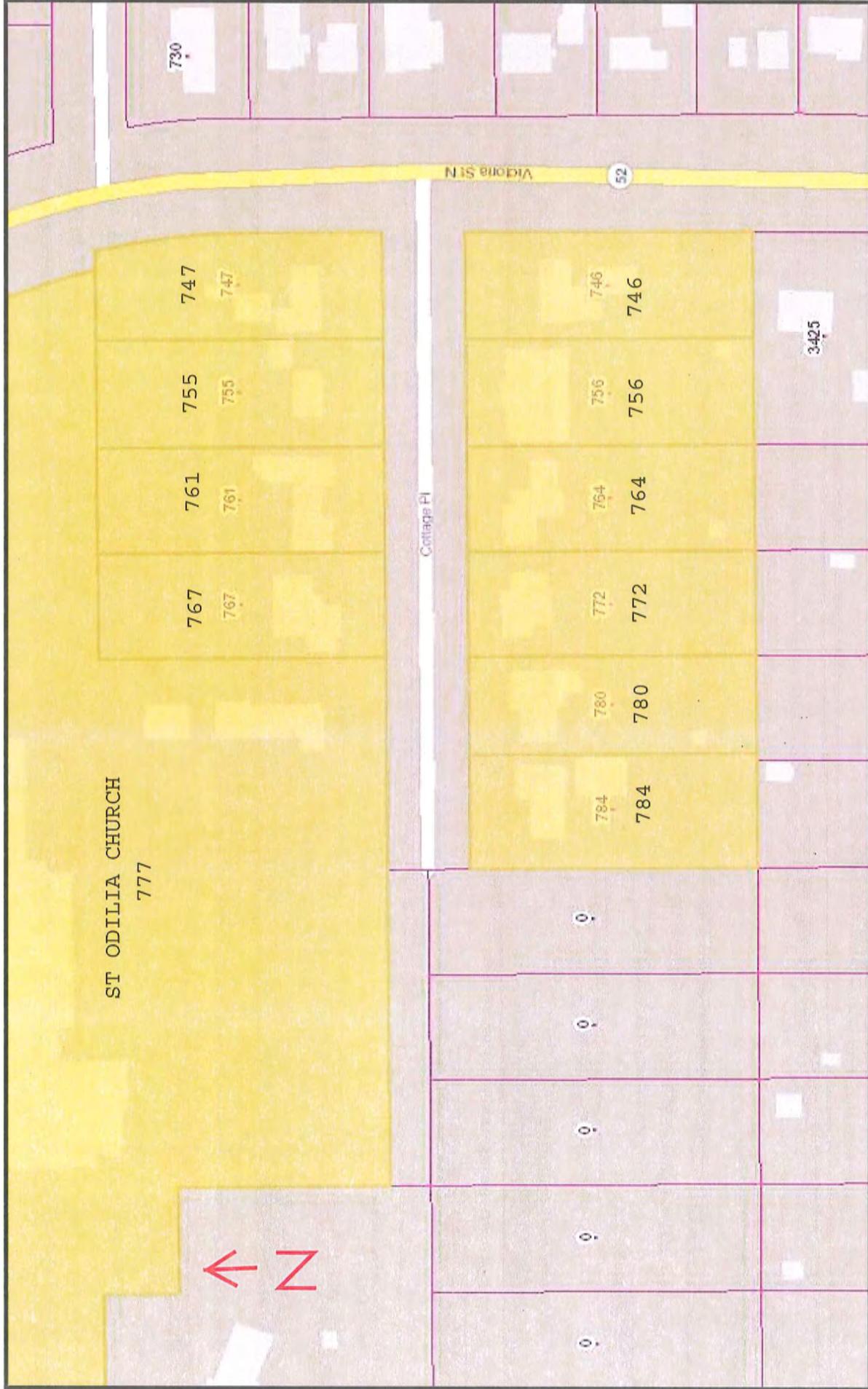
Date of Pending XXX XX 2013
 To be Assessed Sep 2014
 T=10 year assessment
 F =15 year assessment

COUNTY ROAD D RECONSTRUCTION
 PROJECT 13-01A

ASSESSMENTS			Street			Storm	Street/Storm	
Address		PIN	Units	\$/Lot unit	Total Street	Total Storm	Total Assessment	
955	COUNTY RD D	353023340002	5.8	\$1,850.00	\$10,730.00	\$0.00	\$10,730.00	F
989	COUNTY RD D	353023330091	0.5	\$1,850.00	\$925.00	\$958.09	\$1,883.09	T
999	COUNTY RD D	353023330092	1.0	\$1,850.00	\$1,850.00	\$927.64	\$2,777.64	T
1009	COUNTY RD D	353023330093	1.0	\$1,850.00	\$1,850.00	\$927.64	\$2,777.64	T
1017	COUNTY RD D	353023330094	1.0	\$1,850.00	\$1,850.00	\$927.64	\$2,777.64	T
1027	COUNTY RD D	353023330095	1.0	\$1,850.00	\$1,850.00	\$927.64	\$2,777.64	T
1037	COUNTY RD D	353023330096	1.0	\$1,850.00	\$1,850.00	\$927.64	\$2,777.64	T
1047	COUNTY RD D	353023330097	1.0	\$1,850.00	\$1,850.00	\$927.64	\$2,777.64	T
1055	COUNTY RD D	353023330098	1.0	\$1,850.00	\$1,850.00	\$1,049.58	\$2,899.58	T
3126	HAFNER	CT 353023340035	0.5	\$1,850.00	\$925.00	\$0.00	\$925.00	T
3127	HAFNER	CT 353023340001	0.5	\$1,850.00	\$925.00	\$0.00	\$925.00	T
3150	LEXINGTON AVE	353023330107	3.3	\$3,700.00	\$12,210.00	\$0.00	\$12,210.00	F
3127	VICTORIA	ST 353023340034	0.5	\$1,850.00	\$925.00	\$1,019.10	\$1,944.10	T
Total Assessable Units & Assessments			18.1		\$39,590.00	\$8,592.61	\$48,182.61	



COTTAGE PLACE - ASSESSABLE PROPERTIES



tlh 12/12/12

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219.8 Feet



0 109.90 219.8 Feet

NAD_1983_HARN_Adj_MIN_Ramsey_Feet
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1:1,319



Date of Pending XXXX XX, 2013
 To be Assessed Sep 2014
 T=10 year assessment

**COTTAGE PLACE RECONSTRUCTION
 PROJECT 13-01B**

ASSESSMENTS				Street				
Address		PIN	Units	\$/Lot unit	Total Street	Total Assessment		
746	COTTAGE	PL 353023130008	0.5	\$1,850.00	\$925.00	\$925.00	T	
747	COTTAGE	PL 353023130001	0.5	\$1,850.00	\$925.00	\$925.00	T	
755	COTTAGE	PL 353023130002	1.0	\$1,850.00	\$1,850.00	\$1,850.00	T	
756	COTTAGE	PL 353023130009	1.0	\$1,850.00	\$1,850.00	\$1,850.00	T	
761	COTTAGE	PL 353023130003	1.0	\$1,850.00	\$1,850.00	\$1,850.00	T	
764	COTTAGE	PL 353023130010	1.0	\$1,850.00	\$1,850.00	\$1,850.00	T	
767	COTTAGE	PL 353023130004	1.0	\$1,850.00	\$1,850.00	\$1,850.00	T	
772	COTTAGE	PL 353023130011	1.0	\$1,850.00	\$1,850.00	\$1,850.00	T	
777	COTTAGE	PL 353023120018	2.0	\$1,850.00	\$3,700.00	\$3,700.00	T	
780	COTTAGE	PL 353023130070	1.0	\$1,850.00	\$1,850.00	\$1,850.00	T	
784	COTTAGE	PL 353023130071	1.0	\$1,850.00	\$1,850.00	\$1,850.00	T	
Total Assessable Units & Assessments			11.0		\$20,350.00	\$20,350.00		

Proposed Motion

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

To approve the renewal of the Consultant Services Agreement for 2013 with Greater Metropolitan Housing Corporation for administering the City's housing programs, including the Shoreview Home Energy Improvement Loan Program, through the HousingResource Center.

VOTE:	AYES: _____	NAYS: _____
Huffman	_____	_____
Quigley	_____	_____
Wickstrom	_____	_____
Withhart	_____	_____
Martin	_____	_____

TO: Mayor and City Council
FROM: Kathleen Nordine, City Planner
DATE: December 3, 2012
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. This contract is an annual agreement which needs to be renewed each year by both parties. The contract for 2013 is being presented to the City Council for review and approval.

CONSULTANT SERVICES AGREEMENT

The proposed agreement is similar to the previous agreement for 2012, 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 Energy Loans. This fee structure is based on the actual cost of administering the program and does not vary with the loan amount. This fee structure results in fewer costs to the City when compared with the previous fee structure that was based on a percentage of the loan value.

The Shoreview Home Energy Loan Program as designed to assist residents who are interested in undertaking home improvements but had difficulty obtaining financing through conventional means. Through the Economic Development Authority, the City Council authorized an allocation of \$300,000 for the program using existing tax increment funds. The fund is revolving and the payments received back will then again be available for more loans. Eleven loans have been processed for energy related projects with a funding total of \$146,450.31 leaving a balance of \$173,897.71 (including income) in the loan pool. Program use declined in 2012 with only one loan processed. Five loans each were processed in 2010 and 2011. In accordance with the EDA’s direction, the staff is exploring options to increase program usage by residents.

RECOMMENDATION

At their December 10th, the Economic Development Authority voted unanimously to recommend approval of the contract renewal for HousingResource Center services. Staff also recommends the Council approve the renewal of the annual Consultation Services Agreement with GMHC.

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, the MHFA Rental Rehab Program and the MHFA Rehabilitation Loan Program (collectively the “MHFA Programs”) and the Shoreview Energy 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 Energy 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 Energy 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, 2013 and shall continue through December 31, 2013, 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.

4. **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__.

PUBLIC HEARING AGENDA

Purpose: STREET REHABILITATION &
RECONSTRUCTION PLAN FOR
THE YEARS 2013 TO 2017

Published Time: 7:00 P.M.

Published Date: DECEMBER 5, 2012

Affidavit of Publication: DECEMBER 5, 2012

Review of Affidavit of Publication
by City Attorney: _____

Open Public Hearing - Time: _____

Hearing Discussion

MOVED TO CLOSE PUBLIC HEARING

BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

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

REGULAR COUNCIL MEETING
DECEMBER 17, 2012

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to adopt the Street Rehabilitation and Reconstruction Plan for the years 2013 through 2017.

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

REGULAR COUNCIL MEETING
DECEMBER 17, 2012