

**CITY OF SHOREVIEW
AGENDA
REGULAR CITY COUNCIL MEETING
SEPTEMBER 16, 2013
7:00 P.M.**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF AGENDA

PROCLAMATIONS AND RECOGNITIONS

- Presentation of Green Community Awards
- Presentation of Blue Star Award for Stormwater Management

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. August 12, 2013 City Council Workshop Meeting Minutes
2. September 3, 2013 City Council Meeting Minutes
3. Receipt of Committee/Commission Minutes-
 - Bike and Trails Committee, September 10, 2013
4. Monthly Reports
 - Administration
 - Community Development
 - Finance
 - Public Works
 - Park and Recreation

5. Verified Claims
6. Purchases
7. License Applications
8. Developer Escrow Reduction
9. Site and Building Plan Review—Lakeview Terrace, 3505/3525 Owasso Street
10. Approval of City Manager Employment Agreement
11. Approval of Change Orders No. 1 and 2—Bucher Park Renovation Project

PUBLIC HEARING

12. 2013 Assessment Hearing—Floral/Demar/Hanska Reconstruction, CP 12-01

GENERAL BUSINESS

13. Establishment of a Community Investment Fund Policy
14. Presentation of Community Survey Results

STAFF AND CONSULTANT REPORTS AND RECOMMENDATIONS

SPECIAL ORDER OF BUSINESS

ADJOURNMENT

TO: Mayor, City Council, City Manager
FROM: Jessica Schaum, Environmental Officer
DATE: September 16th, 2013
SUBJECT: Presentation of the 2013 Green Community Awards

BACKGROUND

The Green Community Awards, sponsored by the Environmental Quality Committee, showcase the steps Shoreview residents and businesses are taking to increase energy efficiency and reduce environmental impact through a variety of best management practices for stormwater. The Awards program aims to inspire other residents and businesses to take similar actions. Beginning in 2013, the EQC expanded the program to include energy and other general innovations.

Five Shoreview families and one business have been named winners of the 2013 Green Community Awards. These awards recognize efforts to improve Shoreview by planting shoreline buffers, installing raingardens, installing geothermal or solar panel systems, and other actions to advance water quality in the community. In many cases, these actions also save money while reducing environmental impact.

Garth and Wanda Bender- 5992 Scenic Place

When the Benders needed a new furnace they installed a geothermal system instead of a traditional gas furnace. As a result their gas usage dropped so much that Xcel has called them twice to find out if there was something wrong. Installing the system also allowed the Bender's to qualify for reduced pricing on part of their electricity usage.

Cummins Power Generation- 3850 Victoria Street

Cummins moved in to the old Medtronic building and installed solar panels on the roof. They remodeled the space replacing the old fixtures with high efficiency lighting and occupancy sensors. There is also a skylight in the center of the building to bring daylight in.

Karen Eckman- 966 Cobb Road

Karen has installed two rain gardens and a dry creek bed lined with native bushes and grasses. These features capture rain water that used to run off her sloping yard and instead infiltrate it into the ground. Karen notes that her sump pump runs less in the spring and during storms and that she sees more birds, bees and butterflies on her property. She also helps organize the annual Landscape Revival native plant sale.

Dawn and Kevin Pape- 5901 Birchwood Street

The Papes installed the first curb cut raingarden in Shoreview. The curb cut allows rain water running down the street to be diverted into the raingarden so that it can infiltrate instead of running off. Dawn also planted a 20' by 70' native and edible garden in the side yard. She's the author of Lawn Chair Gardener which has tips on how you can maximize your yard yield with minimal effort.

Kent and Diane Peterson- 1070 Bucher Avenue

The Petersons installed a buffer between their property and the wetland that connects to Rice Creek, a system to infiltrate rain water and a native plant garden. As a result irrigation and fertilization is minimal, and all of the precipitation that falls on the property, except the driveway, infiltrates on the property instead of running off.

Rebecca Lucas- 718 Arbogast St.

Rebecca installed 20 solar panels on her garage roof. During peak times the system produces additional electricity that she sells back to Xcel. Many people may not know that Xcel is required to buy the additional energy produced by residential solar systems and pay retail rates for it.

The EQC Chair will present the awards and a plaque to each recipient for their property.

TO: Mayor, City Council, City Manager
FROM: Jessica Schaum, Environmental Officer
DATE: September 16th, 2013
SUBJECT: Presentation of the Blue Star Award for Stormwater Management

BACKGROUND

In keeping with the City's commitment to maintaining a high quality environment, the City continues to measure and analyze its existing environmental efforts.

The City of Shoreview recently won the Blue Star Award for excellence in Community Stormwater Management from the Friends of the Mississippi River. The Blue Star Award is an award program that offers municipalities that excel in stormwater management positive public recognition for efforts, policies, and innovation.

The City received the award for its efforts to protect the water quality of local lakes, streams and wetlands. Shoreview staff conducted a rigorous assessment of all existing stormwater management practices administered through the Blue Star Award Program. The self-assessment covers a wide range of policies and practices in three core areas: water friendly planning and preservation, stormwater management standards and practices, and stormwater pollution prevention.

Shoreview's assessment score was high enough to earn the Blue Star Award and make Shoreview the seventh highest scoring city in the state. Program staff from the Friends of the Mississippi River will present the award to the City Council and Mayor September 16th, 2013.

**CITY OF SHOREVIEW
MINUTES
CITY COUNCIL WORKSHOP MEETING
August 12, 2013**

CALL TO ORDER

Mayor Martin called the workshop meeting of the Shoreview City Council to order at 7:00 p.m. on August 12, 2013.

ROLL CALL

The following attended the meeting:

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

Staff: Terry Schwerm, City Manager
Mark Maloney, Public Works Director
Jeanne Haapala, Finance Director
Fred Espe, Assistant Finance Director
Debbie Maloney, Accountant
Tessia Melvin, Assistant to City Manager

PRELIMINARY TAX LEVY

Haapala began the discussion by reviewing the five-year operating plan document with the Council. Haapala indicated that this was a partial five-year plan since it only included the general fund and other tax supported funds that impact the proposed tax levy. As part of this review, she discussed the general fund and also reviewed the City's fund balance policy as it relates to the cash flow needs of the City. Other funds reviewed included the Economic Development Authority, Housing and Redevelopment Authority, and four capital funds (street renewal, general fixed asset revolving, community investment fund, and capital acquisition fund).

She explained that the budget proposal anticipates creating a new Community Investment Fund and then closing the former Capital Improvement Fund. The former \$120,000 levy for the Capital Improvement Fund is being used to increase the levy for the fixed asset revolving fund that needs additional financial support and for a \$20,000 levy for the capital acquisition fund that is used to purchase new software. About \$50,000 of this former levy is being used to reduce the tax levy. After some Council discussion regarding the five-year operating plan, the Council moved to a review of the proposed 2014 levy.

Haapala indicated that the original Department requests for 2014 would have resulted in a 5.9% increase in the levy, which would have exceeded the 3% levy limit by about \$256,700. Through adjusting revenues and reducing expenditures, the proposed levy is now slightly below \$9.9

million, which represents a 2.98% increase in the tax levy. This amount is slightly below the levy limit.

Haapala noted that estimated taxable values in the City have increased 1%, which is the first increase in value in 5 years, and the estimated increase in the tax rate is 1.06%. Based on this calculation, the median value home that had a 1% increase in value would pay about \$17.37 more in City taxes in 2014 than in 2013.

It was again noted that a 3% levy limit is in place for 2014 and the only exception to the levy limit is debt service costs. At the current proposed levy amount, the City is about \$28,000 under the proposed levy limit. If the City Council wanted to preserve maximum flexibility, they could levy this additional \$28,000 and still remove it prior to the final levy adoption in December. Mayor Martin spoke in favor of this option and indicated that some reductions were made in certain areas of the budget that the Council may want to discuss further before making a final decision. Councilmember Withhart also noted that if the City levies less than the proposed levy limit, the State will sometimes take away the ability to levy it back in the future, as they have done this year.

Schwerm then reviewed many of the projected increases in the proposed 2014 budget with the Council. He noted that the increase fell into three broad categories:

- Personnel and Benefit Costs – the proposed budget includes a 2% adjustment to wages and a \$60/month increase in health insurance contribution. Schwerm reviewed several changes in personnel costs including reallocating certain costs to the HRA and EDA, anticipated finance department turnover, and a new part-time person to assist with human resource functions particularly as they relate to the new health care law.
- Public Safety Costs – the police costs are increasing substantially due to a change in the way the County is accounting for post employment benefits (health insurance) which previously had not been accounted for in the Sheriff's budget. This change accounts for about two-thirds of the 4.5% increase in police costs. Fire Department costs are increasing due to the continued implementation of the duty crew program and higher vehicle maintenance costs.
- Capital and Debt Service – the levy for debt service and capital replacement costs is increasing about \$112,000. This amount would have been higher, but elimination of the levy for the Capital Improvement Fund helped moderate the proposed increase.

Schwerm also reviewed some revenue adjustments that were made including increasing revenues slightly from budget amounts for building and zoning/subdivision fees, increased transfers from the Cable fund for communication costs, and increased transfers from utility funds consistent with the Council policy.

Councilmember Withhart asked about the transfer from the general fund to the Community Center. Haapala commented that it was scheduled to go up by about 3%, however, the Community Center has covered about 90% of its operating costs for several years.

Councilmember Wickstrom indicated that she was hearing concerns about the aging city infrastructure, specifically parks and trails. Schwerm said that the City had increased its levy in the general fixed asset replacement fund by an additional \$50,000 to better fund replacement costs. Storm pond maintenance costs are covered in our surface water fund. The surface water fund anticipates beginning work on some pond dredging projects again, but many of the complaints about ponds regarding the duckweed that accumulates on the pond surfaces. The City does not fund any treatment of ponds.

Councilmember Johnson asked a question about depreciation costs. Haapala explained that other than our enterprise funds (sewer, water), the City does not use depreciation. However, we do account for replacement costs (or depreciation) in our capital funds such as street renewal and the fixed asset revolving fund.

There was significant discussion regarding the new health care law and its impact on Shoreview, as well as the new LGA formula that is providing additional money to many cities. It was noted that Shoreview is not scheduled to receive any LGA.

After additional discussion, the City Council appeared to have consensus to levy up to the 3% levy limit to preserve maximum flexibility in reviewing the proposed 2014 budget and tax levy.

DISCUSSION REGARDING PROPOSED COMMUNITY INVESTMENT FUND POLICY

Espe presented information regarding the Community Investment Fund Policy. He provided background that in June 2013, the City Council approved implementing franchise fees on electric and gas services with Xcel Energy. The new franchise fee is estimated to generate annual income of \$804,000 in 2014.

The proposed policy establishes a Community Investment Fund through a closing and transfer of the City's Capital Improvement Fund that has an estimated balance of \$622,518. In addition to the revenue created from franchise fees, staff recommends that receipts of wireless telecommunication antenna, outdoor billboard lease be added to this fund.

The proposed policy noted that the fund could be used for new projects that are in the Capital Improvement Program and that have community wide benefit. Some of the projects that could be funded include trails, park improvements, Community Center improvements, property acquisitions, and historic renovation. According to the policy, this fund cannot be used for operating costs. If the Council wants to use the money for a project or use that the fund is not designed for, it would require a public hearing and super majority vote of the Council to expend the funds. The policy also establishes a limit on what percentage of the annual revenue can be used for debt service costs to insure that revenues would be available on a regular basis for new projects.

The City Council discussed the proposed policy and indicated that it reflected their desire to create a Community Investment Fund. Councilmembers noted that the proposed guidelines in

the policy were reasonable. The consensus was to formally approve the policy establishing the Community Investment Fund at an upcoming meeting.

OTHER ISSUES

Councilmember Wickstrom asked the Public Works Director about traffic concerns due to road construction. Maloney provided an update on road projects and assured Councilmember Wickstrom that staff is working hard on redirecting traffic and to ensure that projects are completed on time.

Mayor Martin provided the Council with the City Manager's employment agreement and noted that it needs to be renewed. She noted that it has not been changed for six years and that the City Manager was not seeking any change to the agreement. After some discussion by Councilmembers, they asked that a discussion about the agreement be placed on an upcoming workshop meeting for further review and asked that the Human Resources Director attend to provide information on benefits.

Mayor Martin brought up an issue of garbage containers and City policy. She reminded Councilmembers that residents are to put away their garbage and recycling containers or create a screen that hides them. Recently, a resident was confronted by staff about this issue and the staff felt conflicted because of our current policy of providing warnings, but no fines. She suggested that staff have a clear protocol to follow.

Mayor Martin provided an update she, Schwerm and Maloney recently had with the Turtle Lake Homeowners Association. They are trying to work with the Met Council to be included in the Lake Augmentation study for White Bear Lake. Councilmember Johnson asked for the percent of Turtle Lake Homeowners in favor of augmentation. Schwerm indicated that in the most recent survey of homeowners, more than 50% of homeowners supported augmentation if water quality concerns were addressed and it was a reasonable cost.

Mayor Martin asked the Council to move recruitment for Committees and Commissions to earlier in the fall.

Melvin asked the Council to provide their opinion about having a City E-mail that would point to their personal e-mail. All Councilmembers were in favor of making the change. Melvin assured Councilmembers that she would work with IS to ensure that the transition is smooth.

The meeting adjourned at 10:45 p.m.

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

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

The meeting opened with the Pledge of Allegiance.

ROLL CALL

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

Councilmember Withhart was absent.

APPROVAL OF AGENDA

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

VOTE: Ayes - 5 Nays - 0

PROCLAMATIONS AND RECOGNITIONS

There were none.

CITIZEN COMMENTS

There were none.

COUNCIL COMMENTS

Mayor Martin:

Friday Night Flix on September 6th will feature *Mighty Ducks* at the pavilion in the Commons.

Saturday, October 5th, will be Cleanup Day in Shoreview.

There will be a TCAAP Review meeting on September 17, 2013, 5:30 to 7:30 p.m. It is an open house format. More information is available at the Ramsey County website.

Councilmember Wickstrom:

The trip to Einhausen with the Sister City Association was a great time with many planned excursions. Her host family added additional excursions that were not planned. Gifts will be presented to the City at the next Council meeting. The rooster, a gift from the Sister City Association, did not arrive, but it will be presented in October. A plaque from the City commemorating 10 years of the Sister City relationship was also presented.

October 5th is also the Fire Department Open House at Station No. 3.

Councilmember Johnson:

The Farmers' Market continues through October 25th.

Councilmember Quigley:

The Volunteer Recognition Day will be November 7, 2013, at the Shoreview Community Center.

The North Managed Lanes Study from the Department of Transportation regarding I 35W between County Roads I and J that shows the plans and time frame for the road work for anyone interested who would like to look it up on the website.

CONSENT AGENDA

The August 12, 2013 workshop meeting minutes were pulled and will be considered at the next Council meeting.

MOTION: by Councilmember Quigley, seconded by Councilmember Johnson to adopt the Consent Agenda for August 19, 2013, and all relevant resolutions for item Nos. 2 through 12:

2. August 19, 2013 City Council Meeting Minutes
3. Receipt of Committee/Commission Minutes:
 - Environmental Quality Committee, August 26, 2013
4. Verified Claims in the Amount of \$2,379,969.64
5. Purchases
6. Approval of Application for Lawful Gambling Permit - Emmet D. Williams Elementary PTA
7. Acceptance of Gifts for the *Slice of Shoreview*
8. Authorization to Trade-In/Purchase a Skidsteer Loader
9. Award of Bid - Bucher Park Tennis Resurfacing
10. Award of Quote - Highway 96 Landscaping
11. Developer Escrow Reduction

12. Approval of Revised Final Payment - 2013 Street Seal Coat, CP13-04

VOTE: Ayes - 4 Nays - 0

PUBLIC HEARINGS

There were none.

GENERAL BUSINESS**ITEMS RELATED TO 2014 TAX LEVY AND BUDGET****A. ADOPT PRELIMINARY TAX LEVY****B. ESTABLISH DATES FOR BUDGET HEARING****Presentation by Assistant Finance Director Fred Espe**

State law requires the city to certify a preliminary tax levy, establish a budget hearing date and certify an estimated sales tax expense from 2012 to Ramsey County by September 16th. This preliminary tax levy is used by the County to determine estimated tax statements. Between November 11 and November 23, the County mails estimated tax statements to property owners. The proposed date for the City's budget public hearing is December 2, 2013. The final budget and levy is scheduled for adoption at the December 16th Council meeting.

The proposed preliminary tax levy for 2014 maintains existing services and programs. It also provides funding for existing debt obligations, supports current capital costs and future replacements and meets the levy limit set by the State in the 2013 legislative session.

The proposed levy increases by slightly more than 3% due to levies that are outside the levy limit restrictions. Those include the debt levy and the HRA levy.

The City portion of the levy is proposed to increase 3.1%. The overall levy would increase 3.4% to include the HRA and EDA. The breakdown of the 3.4% increase is 2.09% for General Fund operations, 0.49% for debt payments, 0.52% for Capital funds, and 0.30% for the EDA/HRA levies.

One benchmark considered is the impact of the levy on a median valued home. The median value for a home in Shoreview in 2013 was \$222,200. The median value home for taxes payable in 2014 is \$224,500, which is an increase of 1%. This results in a City tax increase of \$16 for the year for a median valued home.

At the August workshop, the consensus was to certify a maximum levy of 3%. The General Fund levy is proposed to increase by \$202,587. That includes a \$28,000 contingency fund. Adopting the maximum raise of the levy limit allows the Council flexibility in upcoming budget review discussions in October and November. The preliminary levy sets a ceiling for the maximum levy. The final levy can be lower. A new capital acquisition fund for IT equipment is being established at a level of \$20,000, which is partially funded by the elimination of the

Capital Improvement Fund. Activity of the Capital Improvement Fund will be accounted for in a new Capital Investment Fund. Both the EDA and HRA levies are increasing by \$15,000. The total increase is \$329,587, or 3.4%.

As of January 1, 2014, the City was exempted from most sales taxes. The City is required to file the anticipated savings from that exemption by using what was paid in sales tax in 2012. The total estimated sales tax paid in 2012 is \$160,900. Of this total amount, the estimated sales tax paid from the General Fund is \$38,850.

Mayor Martin asked the reason for listing a breakdown of savings to the General Fund. Mr. Espe explained that the state wants to show the savings being given to cities. The \$38,850 is savings to the General Fund specifically and is included in the total \$160,900. Mr. Schwerm added that the savings have already been factored into the proposed budget.

The budget hearing date will appear on the truth and taxation statement sent out by the County. It is also published in the City's legal newspaper.

Mayor Martin noted that the preliminary levy is the maximum that can be adopted.

Councilmember Johnson noted that within nine years the City property values ranged from a +13% increase to a -4% decrease, and this year property values have increased 1%. Mr. Espe stated that the last time the City had a positive value increase was in 2008.

Mayor Martin noted that the value is based on a two-year lag, which means there is even more of a value increase, but that will not be known until next year.

Councilmember Quigley stated that the budget increases are due to contract costs that need to be sustained and for services residents want maintained. He is satisfied that the proposed increase is reasonable.

MOTION: by Councilmember Quigley, seconded by Councilmember Wickstrom to adopt resolution 13-76 establishing a preliminary City tax levy of \$9,919,154, and a preliminary HRA tax levy of \$90,000 for collection in 2014.

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

MOTION: by Councilmember Quigley, seconded by Councilmember Wickstrom to set a public budget hearing for Monday, December 2, 2013 at 7:00 p.m. to discuss the 2014 City budget, tax levy and capital improvement program.

Mayor Martin noted that the hearing on December 2nd may be extended should there be unanticipated questions to address further for residents.

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

AUTHORIZATION TO HIRE ARCHITECTURAL FIRM FOR COMMUNITY CENTER EXPANSION

Presentation by City Manager Terry Schwerm

A possible expansion of the Community Center is scheduled in the Capital Improvement Program at this time. The first step is to hire an architectural firm to assist with concept designs and cost estimates. A Request for Professional Services (RFPs) was reviewed by the Council at its June workshop meeting and then sent to a number of architectural firms. Areas being considered for expansion are: 1) the fitness center; 2) multi-purpose rooms; 3) indoor playground; 4) additional family locker rooms; and 5) replacement of outdoor wading pool.

Three proposals were received in response to the RFP. The proposals were from BWBR Architects, Pope Architects and Oertel Architects. Interviews were conducted with all three firms. Both BWBR and Pope submitted proposals that presented a good approach for this project. The BWBR proposal is for a lump sum fee of \$23,300; Pope had a not to exceed fee of \$28,500. After considerable discussion, staff is recommending hiring of BWBR Architects, the original architect of the design of the Community Center and the 2002 addition for this project.

Councilmember Wickstrom stated that due to BWBR's familiarity with the building, their participation in construction of the building and subsequent renovation, as well as their low bid, she believes they should be awarded the contract.

Councilmember Quigley stated that it is his hope the study will include identifying revenue streams to bring about a proposed expansion. He noted that in the RFP responses a group of five was identified. He asked if the group is included in the RFP response cost, even though the work is stipulated to an architect firm. Mr. Schwerm explained that each firm would subcontract with outside engineering firms regarding structural building issues. BWBR also has time allocated to hire an aquatics firm in regard to the outdoor wading pool.

Mayor Martin stated that while she would have supported a different firm, she is reassured to again be working with BWBR, a firm that understands Shoreview's philosophy and has done great work for the City in the past. BWBR has had extensive experience in the last few years with projects for municipalities, non-profits, Mayo Clinic and Hamline University.

Councilmember Johnson noted that BWBR has worked on projects from infant ages to seniors, which is what the Community Center does.

MOTION: by Councilmember Johnson, seconded by Councilmember Wickstrom to authorize the hiring of BWBR Architects for the Community Center expansion in the amount of \$23,300.

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

ADJOURNMENT

MOTION: by Councilmember Quigley, seconded by Councilmember Johnson to adjourn the meeting at 7:45 p.m.

VOTE: Ayes - 4 Nays - 0

Mayor Martin declared the meeting adjourned.

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

Terry Schwerm
City Manager

SHOREVIEW BIKEWAYS & TRAILS COMMITTEE

Meeting Minutes

September 10, 2013

1. CALL TO ORDER

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

2. ROLL CALL

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

Members Absent: Craig Francisco, Jay Martin

Guests: None

City Staff: Charlie Grill

3. APPROVAL OF AGENDA

The committee agreed and approved the updated agenda.

4. APPROVAL OF MEETING MINUTES

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

5. COMMITTEE DISCUSSION ITEMS

The meeting began with Charlie reviewing the Public Works monthly report. Several projects were highlighted as well as the upcoming Fall Cleanup Day and hydrant flushing operations.

The committee then examined the Tour de Trails event and what things were successful and what things could be improved. The weather was great for all 102 riders that participated in Tour de Trails. The new logo was a hit and many people commented on the fresh new look. Several Cub Scouts earned badges by participating in the event. The committee agreed that this might be a new avenue for including residents of all ages in the event. Overall everyone agreed that the event was a great success and with minor changes, we hope to replicate that success next year.

The committee then reviewed the activities at the SLICE booth. This was the first year that the booth had vendor support from Now Bikes and it worked very well. They brought a wealth of knowledge and prizes to the booth and look to expand the activities next year including helmet fittings and other trail education. The committee is looking at the possibility of having different trail vendors each day of the Slice to bring different knowledge and information to the booth.

The committee agreed that they would like to be more open to different trail activities including walking, running, rollerblading as well as winter sports like skiing and snowshoeing. These activities could also be highlighted at the SLICE booth as well as having information such as ski trail maps and multi-season ideas for trail use.

Despite the cold weather, many visitors to the booth were eager for the new trail maps. Enough that the committee ran out of maps and needed to use older maps to meet the demand.

One new venture this year was the Committee sponsored bike racks. These were a huge success as they were extremely full during peak hours of the event. Arrangements have already been made to have more racks available next year and to have them printed on the SLICE map.

Mark wanted to promote the Minnesota Bike Summit that is taking place on September 30th. This event is aimed at helping residents learn how communities are connecting trails and how to increase bicycling safety throughout the state.

Final discussion was to cancel October and November meetings and plan to meet again on December 5th.

The meeting was adjourned at 7:55 PM.

Memorandum

To: Mayor and City Council
City Manager

From: Tom Simonson
Assistant City Manager and Community Development Director

Date: September 13, 2013

Re: Monthly Reports
- Administration Department
- Community Development Department

Economic Development Authority Update

The following is a summary of recent business of the Economic Development Authority (EDA):

TIF Legislation – The EDA and City Council both took formal action authorizing the City to pursue the possible legislative extension of Tax Increment District No. 1, which is set to expire in 2014. This was a major goal adopted earlier in the year as part of overall strategic planning to ensure the City has sufficient resources to achieve business expansion, redevelopment and housing goals in the coming years. The EDA held a joint meeting with the City Council this past week to discuss the process and actions that will need to be undertaken for seeking this special legislation. Attorneys from the law firm Larkin Hoffman also attended.

Highway Corridor Transitions Study – Staff prepared and distributed a request for qualifications (RFQ) seeking qualified land use planning firms to interview and select for assisting the City in the Highway Corridor Transition Study that is part of the EDA work plan. While several planning firms expressed interest in the study, the City received only one formal proposal. Staff will be meeting with the consulting firm to discuss the study in greater detail and meet their planning team, before make a recommendation to the EDA. This study will identify conditions along major traffic corridors where the City has seen higher numbers of foreclosures, vacancies, rental properties, and housing maintenance conditions and explore future land use alternatives and policies that will protect adjacent neighborhoods. City staff hopes to get this study underway this fall and completed by mid-2014, with involvement from the Planning Commission, Economic Development Commission, Economic Development Authority, and City Council.

McGuire Property – Since the approval by the EDA and City Council of the purchase agreement to acquire the Richard McGuire property at 3339 Victoria Street, staff has been working towards the eventual City ownership and redevelopment of the property. The Phase I Environmental Assessment report required prior to the closing on the purchase has been completed and there were no significant environmental issues identified that would prevent the City from going forward with the purchase of the property. The City has submitted an environmental worksheet to Ramsey County in compliance with the terms and conditions of the HOME funds being used to assist with acquisition. The City will need to formally act on acceptance of the funds from Ramsey County, which will outline the affordability requirements of the housing redevelopment.

Meanwhile, staff continues to work with the property owner on issues relating to the closing, which is planned for September 30th pursuant to the purchase agreement.

A consulting engineering firm has also prepared a property survey, tree inventory, and will be conducting soil borings for the City to provide to interested developers. Staff has been meeting with several qualified non-profit developers (Greater Metropolitan Housing Corporation, Habitat for Humanity, and Rondo Land Trust) to discuss the property and determine interest in a redevelopment plan. Any new housing concept will also involve review and input from the public, most importantly the adjacent neighbors. The goal is to have the EDA select a preferred developer in October to begin working with the City in developing a housing plan for the site.

Hoarding Response Plan – Pursuant to the EDA’s direction, staff has continued work on developing a plan that improves our response to code enforcement cases involving hoarding or garbage homes. Working with representatives of the Lake Johanna Fire Department (LJFD), a Coordinated Process and Response Plan for Hoarding/Garbage Houses has been drafted and was reviewed by the EDA at their September meeting. The plan utilizes the Clutter-Hoarding Scale (CHS), which identifies hoarding levels based on criteria associated with the structure, animals, household function, and health and safety. For each level, responding agencies have been identified along with the actions needed to bring the home into compliance with the applicable codes. This document is intended to serve as a guide for the agencies and City staff responding to calls that may involve hoarding or garbage homes.

Economic Development Commission Update

The Economic Development Commission (EDC) recently completed their strategic planning and developed of an updated work plan. The EDC has also adopted a new vision and mission statement to reflect their current role, and how they advise and support the Council, especially since the creation of the EDA. A major component of the updated EDC work plan will be to continue focus on the Business Retention and Expansion Program (BRE). The consensus of both the Council and EDC is to expand the personal business visits to the next level of emerging businesses which have potential for growth in the community. The EDC has set a goal of completing 6 business visits by the end of the year, with 3 already scheduled over the next several weeks. Additionally, the EDC will be planning to host a *Shoreview Business Exchange* event in December. Staff is also working on the re-launching of a new and improved *Business Matters* newsletter, with guidance from the EDC, which we anticipate doing twice a year beginning in the first quarter of 2014.

Planning Commission Update

The Planning Commission’s next meeting is September 24th and has three residential related items scheduled for review. At the August workshop, code amendments to building height, side yard setbacks related to one-story building additions on single-family residential property were discussed by the Commission. The Commission also supported combining the November and December meetings due to the Thanksgiving and Christmas holidays. The meeting will be held December 3rd.

Staff met with representatives of Ramsey County and United Properties to discuss the release of Hodgson Road right-of-way at the intersection of Tanglewood Drive. Ramsey County reaffirmed that they will not release this portion of the right-of-way which United Properties had included as part of the Kozlak’s redevelopment plan for the Applewood Pointe senior cooperative proposal. United Properties indicates that they are working on plan revisions in response to this change, and

will be submitting the formal PUD development stage application this fall for review by the Planning Commission and City Council.

Development Project Updates

Lakeview Terrace Apartments. Work on the public improvements, which are being coordinated by the City, is moving quickly with construction of the new Owasso Street access from the Midland Terrace apartment complex to County Road E/Victoria Street. The building permit for footings and foundation has been issued and full construction plans are being reviewed by the Building Official. The developer has started construction on the new apartment building beginning with the underground parking, while the City is simultaneously undertaking the public improvements. Lakeview Terrace will take about one year to complete and the opening is expected sometime late summer of 2014. Attached is an article published this week in Finance and Commerce on the Lakeview Terrace project.

Photographs below show the new Owasso Street alignment (on left) and work on the new underground parking for the apartment (on right).



Trader Joe's Store. The new Trader Joe's store is nearing completion with the final interior finishes being undertaken. The Shoreview store will officially open on October 15th, with a ribbon-cutting ceremony and another grand opening event planned the following weekend. The developer will also start soon on the construction of the freeway identification pylon and the joint retail monument sign at the corner of Red Fox Road and Lexington Avenue that will be shared by Trader Joe's, TCF Bank, and Super Target.



Economic Gardening Initiative

Ramsey County officials recently confirmed that there are now a total of 7 Shoreview businesses participating in the Economic Gardening regional initiative that is expected to get underway in October. The County set an overall goal of having seven suburban area businesses apply to the program and were very pleased to see such strong interest from the Shoreview

business community. Shoreview businesses participating in the program include: American Metro, Hed Cycling, Lion Precision, Mead Metals, Multi-Clean, Nardini Fire Equipment, and Promet International. The new pilot “Economic Gardening” program is being formed by five metro area counties including Ramsey County. A Regional Economic Gardening Network has been established that would develop methods and resources to assist and support growing emerging businesses in the Twin Cities region. The program should begin in early fall. If the results are successful, Ramsey County hopes to expand this program in the future and sponsor up to 20 businesses next year.

Housing and Code Enforcement Activity

Rental Licensing. A record 576 General Dwelling Unit rental licenses (GDUs are single-family homes, townhouses, condominiums) have now been issued to date during 2013, with approximately 100 of these rental licenses issued to new properties.

The 2013 inspections are underway, with a total of 284 GDU units and 461 MFU units scheduled for inspection during 2013. All 461 MFU inspections have been completed. The on-going GDU inspections are geographically scheduled by neighborhood and conducted every other week by the Housing and Code Enforcement Officer. So far about 200 of the 284 GDU rental properties to be inspected this year have been completed.

Code Enforcement. There have been 11 new code enforcement cases opened in the past month. The table below summarizes the status of code enforcement activity:

Year	Total Cases	Cases Open	Cases Closed
2013	107	44	63
2012	159	23	136

Citations – Two citations were issued to a homeowner on the same day by the Ramsey County Sheriff Animal Control Officer. The citations were issued for failure to remove animal waste from their rear yard and failure to dispose of the waste in a sanitary manner. This homeowner is currently on probation for previous citations issued to them for barking dog violations. A jury trial is scheduled for October 1st. The City Attorney’s office is attempting to charge the defendant for violating the “no same/similar” probation.

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

One of these three homeowners was recently inspected and found to be non-compliant. Due to the non-compliant conditions inside of the home, the homeowner was asked to enter into a new compliance agreement with the City. This agreement will allow City and Lake Johanna Fire Department staff to continue to inspect the home until it is fully in compliance. The next follow-up inspection for the property is scheduled for 10/15. In addition, two staff members from The Minnesota Hoarding Task Force were also brought along for this recent inspection in an attempt to connect the homeowner with available mental health counseling resources.

In response to a complaint, Ramsey County Social Services contacted staff regarding a potential garbage home/hoarding situation on North Owasso Blvd. Ramsey County staff, City staff and the Lake Johanna Fire Marshall were able to enter the home and assess the housing conditions. While

there were no issues pertaining to hoarding, the home was posted uninhabitable due to the lack of kitchen and sanitation facilities. The water to the property was also shut off in response to a water leak which was not being addressed by the occupant. The owner has since corrected the sanitation violations (hot water & new toilet). The appropriate building permits were applied for, water service and electrical service to the property has been restored and the homeowner will now be allowed to occupy the home. A final inspection will be conducted on 9/16 and the condemnation should be lifted. Staff will continue to follow-up with the homeowner regarding exterior Property Maintenance violations.

In another case, a Sheriff call to a foreclosed townhome resulted in the Deputy contacting us regarding poor interior housing conditions. It was discovered that the electrical service for the property was turned off, which makes the home uninhabitable per the City's Housing Code. The law firm that is handling the eviction has informed us that the eviction/lockout has been scheduled with the Ramsey County Sheriff Office for 9/17. This is yet another case where staff is exploring options of how to prevent the resident from occupying an uninhabitable home and connect the homeowner to resources available for temporary housing.

Fall SHINE Inspections. For the fall SHINE inspections, staff has combined various smaller neighborhood areas that have not been previously included in the program. A total of 200 properties will be inspected after the Fall Clean-Up day. Please see attached map for reference.

Staff also continues to follow-up on property maintenance violations identified during the spring SHINE inspections.

Other News and Information

- Staff has continued to review revised plans for the Verizon site in Sitzer Park; a proposed Verizon equipment upgrade at the South Water Tower; and for an expected Verizon collocation on the North Water Tower. Verizon has also expressed exploratory interest in collocating at the Crown Castle monopole located behind the Maintenance Center, while AT&T is also exploring collocations at both the North and South Water Towers.
- City staff continues to work with the owners of Kozlak's Royal Oak Restaurant as they explore possible new locations, if the redevelopment plan moves forward.
- City staff has been in regular communications with the owner of the former House of Dreams business as they seek a sale of the vacant building, including exploring options that would allow for certain limited specialty retail uses.
- Attached is the monthly report from the Housing *Resource* Center on services provided to Shoreview residents.
- Attached is the monthly report from the Building Official showing building permit activity through the month of August.
- Administration Department staff is preparing plans for the annual Volunteer Appreciation dinner which is now tentatively planned for November 14th. The event celebrates the contributions of the City advisory committee/commission members and volunteer civic organizations, and includes the presentation of the Citizen of the Year award.

Upscale apartments coming to Shoreview

by Chris Newmarker

Published: September 11th, 2013

They may be upscale, market-rate rentals. But the Lakeview Terrace apartment tower going up in Shoreview is actually the result of a [years-long public-private partnership](#).

An Urban Land Institute Minnesota Technical Assistance Panel in 2009 [suggested](#) a new apartment building to replace the Midland Plaza strip mall, located on the northwest corner of the 10-building, 420-unit Midland Terrace apartments around Lake Shoreview. The idea was to "create diverse product offerings for the site."

Fast forward four years, and about \$5 million in public money, mostly from tax increment financing, is supporting a street reroute, underground parking and strip mall demolition at the what will be the tallest building in Shoreview: the six-story, 104-unit Lakeview Terrace at 3595 Owasso St.



Madison, Wis.-based Stevens Construction Corp. started work in July on what will be the tallest building in Shoreview: the six-story, 104-unit Lakeview Terrace at 3595 Owasso St. (Staff photo: Bill Klotz)

"It is almost like a redevelopment project – though in this case it involves rentals," said Mary Bujold, president of Minneapolis-based Maxfield Research, who provided some consulting for the development.

Madison, Wis.-based [Stevens Construction Corp.](#) started work in July on the more than \$20 million project, designed by UrbanWorks Architecture LLC of Minneapolis. Burnsville-based Kelleher Construction is subcontracting on the concrete.

The developer is Minneapolis-based [Tycon Cos.](#), which manages Midland Terrace and will also manage Lakeview Terrace when it opens next year. Lakeview Terrace is owned by a group of undisclosed real estate investors represented by an entity called Lakeview Terrace LLC; some investors also have money in Midland Terrace, said Max Segler, Tycon's owners rep for the project.

Lakeview Terrace will be on the southeast corner of Victoria Street and a rerouted Owasso Street that will run directly into County Road E. Interstate 694 is a half a mile to the north. Deluxe Corp. and PaR Systems' headquarters are between the apartment building and the interstate.

In addition to reaching agreement with Tycon and its partners on the project and assembling public dollars for a street reroute, Shoreview officials negotiated with Deluxe Corp. and Mounds View Public Schools for small parcels of land needed for area street upgrades, said Tom Simonson, Shoreview's assistant city manager. There was also a railroad crossing upgrade.

The public dollars included a \$2 million pay-as-you-go TIF note to help pay for underground parking at the apartment project, and about \$2 million in TIF-backed bonds and a loan from another city TIF district to pay for rail and road improvements. There was also a \$655,000 grant from the Metropolitan Council's Livable Communities Demonstration Account, and \$360,000 from Ramsey County.

[City documents](#) also mention that issues had to be resolved between property owners and Freddie Mac over the release of a small but critical portion of the Midland Plaza complex, included in an existing mortgage for the complex.

"It's definitely been a process. ... We're hoping this kind of transforms into some other projects in the future and gets some of our other older apartment complexes to reinvest as well," Simonson said.

Bujold says Shoreview's housing stock is only 15 percent rentals, it is 32 percent across the metro.

Segler thinks the market for the apartment building was present without public support, but Owasso Street needed to be moved north over the old strip mall site in order to create a large enough parcel along the lake for the apartment building.

"It was a lot of give and take and finally came together," Segler said.

Segler said it would be unwise for developers to build an apartment building simply because the local government wanted it. He said Lakeview Terrace's owners want to hold onto the building for the long-term, and even put more than 20 percent down on the bank financing in order to demonstrate their seriousness.

Segler, as well as Stevens Construction's project executive Scott Clements, pointed out that the building is a post-tension concrete frame building, versus a wood-frame structure. Stevens' experience with such structures helped it win the contract.

This is Stevens' second Twin Cities apartment project. The company previously built the 192-unit 36 Park Apartments at 3601 Park Center Blvd. in St. Louis Park

"This is built to last a lifetime," Segler said of the building.

About half of the units will be one bedrooms; about half two bedrooms. With the building being Shoreview's first market-rate apartment building in decades, rents will be above average, Segler said.

Units will be more spacious – at 1,100 to 1,300 square feet, with individual utilities meters for each unit. There will be granite countertops, wooden floors and access to a fitness center, theater/media center and club room.

Segler, though, says there are no plans to turn the building into condos – with a plan to attract young business professionals and empty nesters who don't actually want to own.

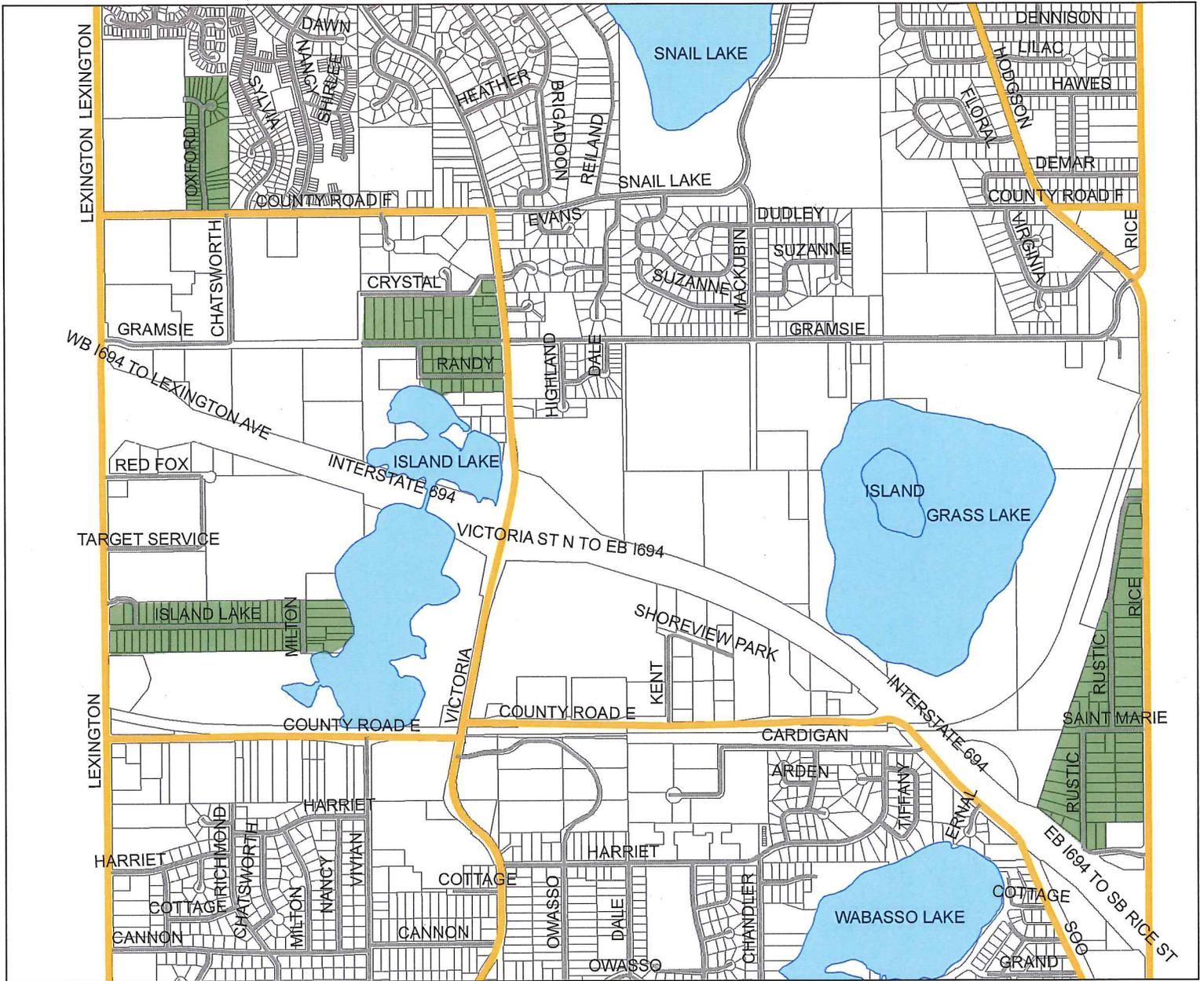
"It's like a condo without a condo. At the end of your lease you can pack up and move to Texas if you want to," Segler said.

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

	AUGUST 2013		TO DATE 2013		AUGUST 2012		TO DATE 2012	
	PERMITS	VALUATION	PERMITS	VALUATION	PERMITS	VALUATION	PERMITS	VALUATION
DWELLINGS			4	\$1,835,000	1	\$330,000	9	\$2,650,000
TOWNHOMES			0	\$0			0	\$0
ADDITIONS	5	\$129,500	26	\$1,033,700	3	\$168,000	35	\$1,263,925
GARAGES			4	\$90,000			1	\$19,000
MISCELLANEOUS	181	\$1,271,456	826	\$5,556,997	75	\$399,282	506	\$2,855,259
APARTMENTS			1	\$1,999,750			1	\$7,482,000
OFFICES			0	\$0			0	\$0
RETAIL			1	\$1,285,000			1	\$1,310,000
INDUSTRIAL/WAREHOUSE			0	\$0			0	\$0
PUBLIC BUILDINGS	3	\$11,000	5	\$131,000			0	\$0
COMMERCIAL ADDITIONS	1	\$365,000	3	\$750,000			0	\$0
COMMERCIAL ALTER			39	\$2,542,951	9	\$579,167	42	\$6,244,977
TOTAL	190	\$1,776,956	909	\$15,224,398	88	\$1,476,449	595	\$21,825,161

CC: CITY MANAGER
DIR. COMMUNITY DEV
MAYOR

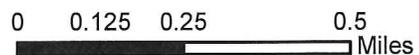
2013 Fall SHINE Map



SHINE NEIGHBORHOOD BOUNDARIES

Roads

-  City Street
-  County Road
-  2013, Fall

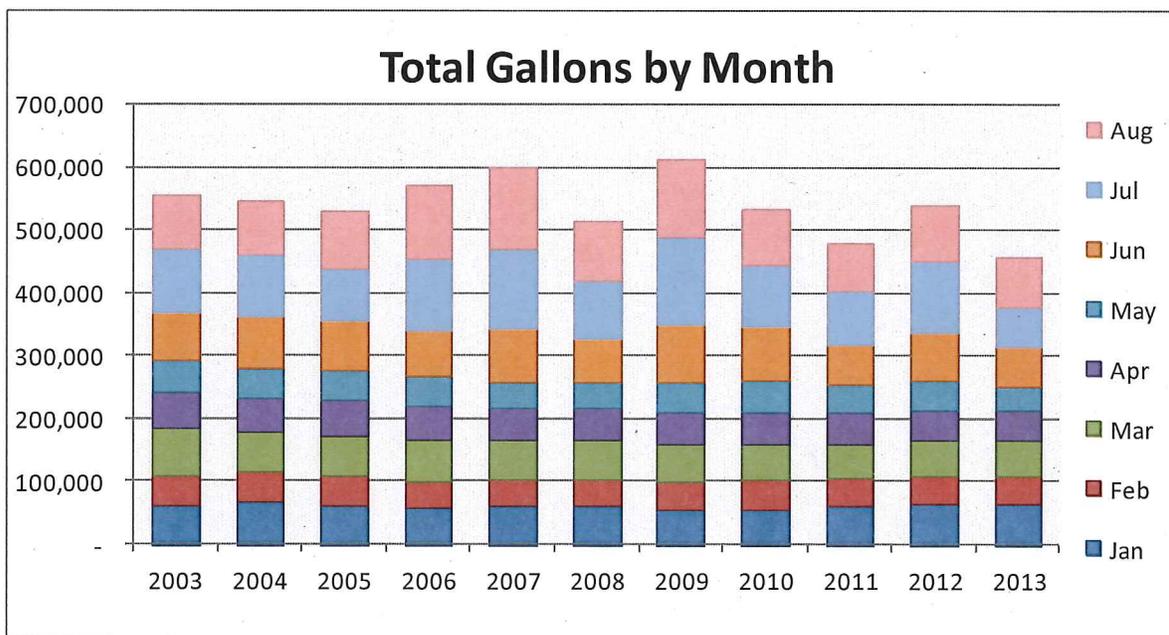


TO: Terry Schwerm, City Manager
 FROM: Fred Espe, Assistant Finance Director
 DATE: September 11, 2013
 RE: Monthly Finance Report

2013 Water Use and Revenue

Residential water tiers were revised in January 2012 to split the lowest residential tier into two tiers because about 42% of total gallons were being billed at the lowest residential rate and previous efforts to restructure water rates were not generating sufficient water revenue to offset operating, debt and capital costs. It was simply too difficult to generate the necessary revenue. The rate modification is having the intended result, despite water use that is down 4.93% from 2011 (old tiered system) revenue is up 16.7% in 2013.

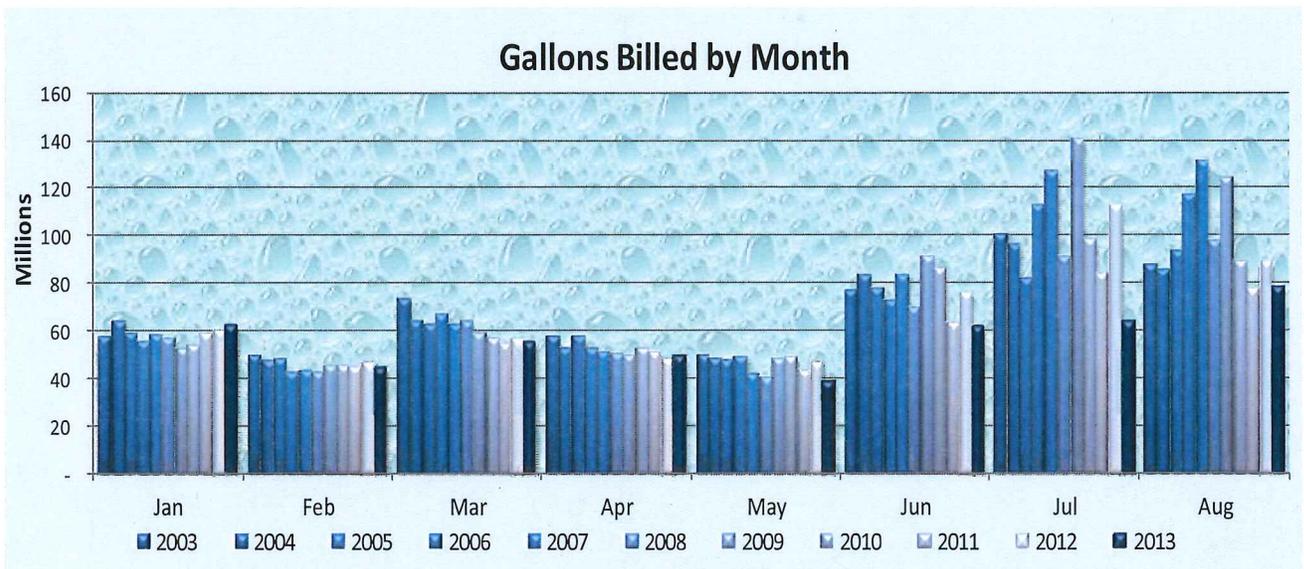
Water Use – Due to a wet spring and early summer, gallons sold through August are the lowest in eleven years, and are 84.4% of the average for the period. Revenue for the same period is the second highest (2012 is highest) and is 123.5% of average. It is expected that sales will rise in the next three billing periods due to a dry July, August and early September.



The table below shows gallons billed each month since 2003, with the lowest gallons for each month highlighted in blue, and the highest gallons for each month highlighted in amber. The lowest total gallons occurred in 2013, and the highest total gallons occurred in 2003. In fact 8 of the highest months occurred in 2003. So far 2013 has had three of the lowest gallon months.

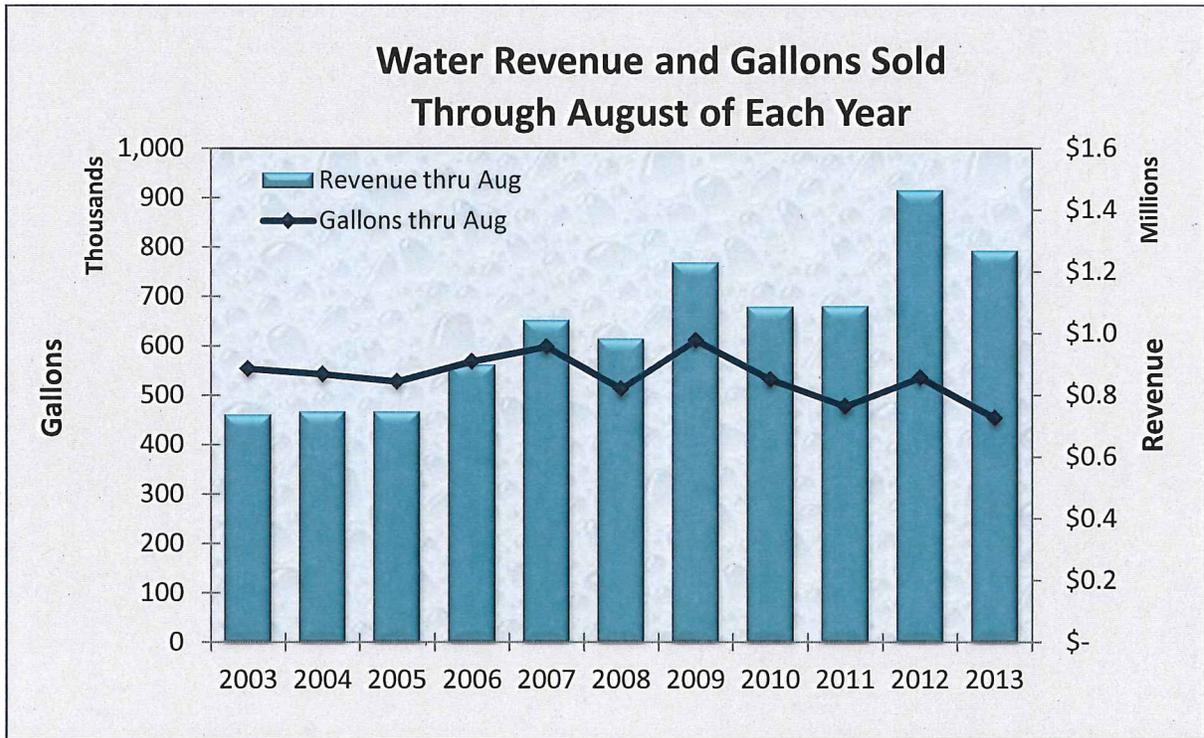
Gallons Billed by Month (millions)												10-Year High
	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	10- Year Low
Jan	57.2	64.1	59.1	55.0	58.1	57.1	52.5	53.8	58.7	60.6	62.3	
Feb	49.9	47.3	48.5	42.1	42.8	42.6	45.4	45.6	44.6	46.5	44.8	
Mar	73.6	63.9	62.6	66.5	62.6	63.9	58.8	56.6	54.5	56.6	54.9	
Apr	57.8	52.8	57.7	52.2	50.9	50.2	49.7	52.4	51.1	47.8	49.4	
May	49.9	48.5	47.3	49.1	41.7	40.3	48.2	49.0	43.3	46.7	38.8	
Jun	77.1	83.7	77.4	72.9	83.0	69.4	91.5	86.4	62.9	75.8	61.6	
Jul	100.2	96.4	81.9	113.0	127.1	91.5	140.5	98.4	84.0	112.9	63.6	
Aug	87.3	85.4	93.1	117.2	131.2	97.4	123.9	89.2	77.8	88.6	78.0	
Sep	169.5	134.9	125.7	150.0	165.9	141.9	147.8	101.7	104.3	130.6	-	
Oct	168.6	133.3	131.7	132.2	144.6	155.8	143.1	129.1	137.6	157.1	-	
Nov	111.3	78.8	65.3	65.4	69.7	85.3	82.7	71.2	83.7	103.4	-	
Dec	95.9	83.9	67.7	77.0	70.7	77.8	82.0	77.3	87.8	92.7	-	
Total	1,098.3 high	973.1	918.2	992.8	1,048.4	973.1	1,066.0	910.8	890.4	1,019.4	453.4	
Jan-Aug	553.0	542.1	527.7	568.2	597.6	512.3	610.5 high	531.3	477.0 low	535.5	453.4	

The next graph shows the same information in a different format, with clusters for each month. General declines in water consumption during the months January to May show clearly in this graph, followed by large fluctuations during summer months.



Water Revenue has remained above pre 2011 levels, despite much lower water consumption for the year. This means the increase in water revenue is entirely due to the new residential rate structure (splitting the lowest tier into two tiers) that was adopted two years ago.

The graph below shows the relationship between total gallons and total water revenue each year for all customers combined.



Monthly Report

Attached is the monthly report for August of 2013.

General Fund
For Year 2013 Through The Month Of August

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Property Taxes	6,639,567	3,377,484	3,262,083	50.87	50.15
Licenses & Permits	314,050	335,372	-21,322	106.79	123.29
Intergovernmental	185,622	176,846	8,776	95.27	97.70
Charges for Services	1,284,970	372,615	912,355	29.00	90.03
Fines & Forfeits	62,500	15,912	46,588	25.46	37.26
Interest Earnings	45,000		45,000		
Miscellaneous	24,040	18,490	5,550	76.91	93.42
TOTAL REVENUES	8,555,749	4,296,719	4,259,030	50.22	59.22
EXPENDITURES					
General Government					
Administration	549,989	372,099	177,890	67.66	63.76
Communications	195,504	142,026	53,478	72.65	43.27
Council & commiss	146,343	97,964	48,379	66.94	67.41
Elections	3,300	3,073	227	93.11	31.82
Finance/accounting	558,561	363,670	194,891	65.11	65.63
Human Resources	258,301	150,737	107,564	58.36	56.70
Information systems	327,064	201,460	125,604	61.60	65.67
Legal	95,000	65,785	29,215	69.25	45.89
Total General Government	2,134,062	1,396,814	737,248	65.45	60.95
Public Safety					
Emergency services	7,618	3,031	4,587	39.79	59.54
Fire	947,610	947,243	367	99.96	100.75
Police	1,927,465	1,208,232	719,233	62.69	63.30
Total Public Safety	2,882,693	2,158,507	724,186	74.88	75.05
Public Works					
Forestry/nursery	115,096	57,386	57,710	49.86	57.85
Pub Works Adm/Engin	453,274	290,644	162,630	64.12	63.97
Streets	791,653	532,585	259,068	67.28	71.17
Trail mgmt	115,797	80,463	35,334	69.49	76.47
Total Public Works	1,475,820	961,078	514,742	65.12	68.69
Parks and Recreation					
Municipal buildings	130,035	119,326	10,710	91.76	92.47
Park Maintenance	1,139,696	805,453	334,243	70.67	75.53
Park/Recreation Adm	341,562	229,916	111,646	67.31	64.29
Total Parks and Recreation	1,611,293	1,154,695	456,598	71.66	74.43
Community Develop					
Building Inspection	155,874	117,670	38,204	75.49	74.91
Planning/zoning adm	402,507	255,932	146,575	63.58	56.73
Total Community Develop	558,381	373,602	184,779	66.91	61.88

General Fund
For Year 2013 Through The Month Of August

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
TOTAL EXPENDITURES	8,662,249	6,044,696	2,617,553	69.78	69.49
OTHER					
Transfers In	519,000	76,667	442,333	14.77	92.31
Transfers Out	-412,500	-164,664	-247,836	39.92	81.09
TOTAL OTHER	106,500	-87,997	194,497	-82.63	148.38
Net change in fund equity		-1,835,974	2,331,646		
Fund equity, beginning		4,136,008			
Fund equity, ending		2,300,034			
Less invested in capital assets					
Net available fund equity		2,300,034			

Recycling
For Year 2013 Through The Month Of August

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Intergovernmental	67,000	60,479	6,521	90.27	86.47
Charges for Services	480,980	239,921	241,059	49.88	51.48
TOTAL REVENUES	547,980	300,400	247,580	54.82	56.12
EXPENDITURES					
Public Works					
Recycling	504,166	254,615	249,551	50.50	62.11
Total Public Works	504,166	254,615	249,551	50.50	62.11
TOTAL EXPENDITURES	504,166	254,615	249,551	50.50	62.11
Net change in fund equity	43,814	45,785	-1,971		
Fund equity, beginning		162,182			
Fund equity, ending		207,967			
Less invested in capital assets					
Net available fund equity		207,967			

STD Self Insurance
For Year 2013 Through The Month Of August

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Charges for Services	7,500	5,020	2,480	66.93	67.15
Interest Earnings	600		600		
TOTAL REVENUES	8,100	5,020	3,080	61.98	62.17
EXPENDITURES					
Miscellaneous					
Short-term Disab	8,000	1,395	6,605	17.44	105.19
Total Miscellaneous	8,000	1,395	6,605	17.44	105.19
TOTAL EXPENDITURES	8,000	1,395	6,605	17.44	105.19
Net change in fund equity	100	3,625	-3,525		
Fund equity, beginning		39,604			
Fund equity, ending		43,229			
Less invested in capital assets					
Net available fund equity		43,229			

Community Center
For Year 2013 Through The Month Of August

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Charges for Services	2,323,755	1,600,630	723,125	68.88	66.99
Interest Earnings	9,000		9,000		
Miscellaneous		143	-143		
TOTAL REVENUES	2,332,755	1,600,774	731,981	68.62	66.75
EXPENDITURES					
Parks and Recreation					
Community center	2,561,724	1,664,956	896,768	64.99	64.21
Total Parks and Recreation	2,561,724	1,664,956	896,768	64.99	64.21
TOTAL EXPENDITURES	2,561,724	1,664,956	896,768	64.99	64.21
OTHER					
Transfers In	312,000	208,000	104,000	66.67	66.67
TOTAL OTHER	312,000	208,000	104,000	66.67	66.67
Net change in fund equity	83,031	143,817	-60,786		
Fund equity, beginning		989,336			
Fund equity, ending		1,133,153			
Less invested in capital assets					
Net available fund equity		1,133,153			

Recreation Programs
For Year 2013 Through The Month Of August

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Charges for Services	1,400,926	1,132,988	267,938	80.87	83.43
Interest Earnings	4,800		4,800		
Miscellaneous		101	-101		
TOTAL REVENUES	1,405,726	1,133,089	272,637	80.61	83.17
EXPENDITURES					
Parks and Recreation					
Adult & youth sports	109,874	76,768	33,106	69.87	66.92
Aquatics	131,212	100,626	30,586	76.69	77.57
Community programs	100,183	98,691	1,492	98.51	81.03
Drop-in Child Care	68,196	41,769	26,427	61.25	59.41
Fitness Programs	201,306	118,810	82,496	59.02	65.66
Park/Recreation Adm	344,288	206,010	138,278	59.84	60.14
Preschool Programs	74,516	46,056	28,460	61.81	59.24
Summer Discovery	196,598	189,633	6,965	96.46	92.72
Youth/Teen	70,949	28,264	42,685	39.84	61.76
Total Parks and Recreation	1,297,122	906,627	390,495	69.90	69.46
TOTAL EXPENDITURES	1,297,122	906,627	390,495	69.90	69.46
OTHER					
Transfers In	70,000		70,000		100.00
Transfers Out	-80,000	-53,336	-26,664	66.67	66.67
TOTAL OTHER	-10,000	-53,336	43,336	533.36	-150.00
Net change in fund equity	98,604	173,126	-21,194		
Fund equity, beginning		648,640			
Fund equity, ending		821,766			
Less invested in capital assets					
Net available fund equity		821,766			

Cable Television
For Year 2013 Through The Month Of August

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Charges for Services	288,400	154,306	134,094	53.50	52.87
Interest Earnings	1,800		1,800		
Miscellaneous	1,200	699	501	58.23	66.67
TOTAL REVENUES	291,400	155,005	136,395	53.19	52.59
EXPENDITURES					
General Government					
Cable television	153,398	93,094	60,304	60.69	83.94
Total General Government	153,398	93,094	60,304	60.69	83.94
Capital Outlay					
Cable television		68,340	-68,340		
Total Capital Outlay		68,340	-68,340		
TOTAL EXPENDITURES	153,398	161,434	-8,036	105.24	83.94
OTHER					
Transfers Out	-116,920	-76,667	-40,253	65.57	60.68
TOTAL OTHER	-116,920	-76,667	-40,253	65.57	60.68
Net change in fund equity	21,082	-83,095	184,684		
Fund equity, beginning		250,625			
Fund equity, ending		167,530			
Less invested in capital assets					
Net available fund equity		167,530			

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

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Property Taxes	60,000	30,414	29,586	50.69	50.30
TOTAL REVENUES	60,000	30,414	29,586	50.69	50.30
EXPENDITURES					
Community Develop Econ Development-EDA	52,547	31,599	20,948	60.13	59.41
Total Community Develop	52,547	31,599	20,948	60.13	59.41
TOTAL EXPENDITURES	52,547	31,599	20,948	60.13	59.41
Net change in fund equity	7,453	-1,185	8,638		
Fund equity, beginning		190,484			
Fund equity, ending		189,299			
Less invested in capital assets					
Net available fund equity		189,299			

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

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Property Taxes	75,000	38,024	36,976	50.70	50.10
TOTAL REVENUES	75,000	38,024	36,976	50.70	50.10
EXPENDITURES					
Community Develop Housing Programs-HRA	69,807	27,033	42,774	38.73	63.01
Total Community Develop	69,807	27,033	42,774	38.73	63.01
TOTAL EXPENDITURES	69,807	27,033	42,774	38.73	63.01
Net change in fund equity	5,193	10,991	-5,798		
Fund equity, beginning		62,170			
Fund equity, ending		73,161			
Less invested in capital assets					
Net available fund equity		73,161			

Liability Claims
For Year 2013 Through The Month Of August

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Interest Earnings	2,400		2,400		
Miscellaneous	30,000	979	29,021	3.26	37.53
TOTAL REVENUES	32,400	979	31,421	3.02	33.81
EXPENDITURES					
Miscellaneous					
Insurance Claims	32,000	13,424	18,576	41.95	88.56
Total Miscellaneous	32,000	13,424	18,576	41.95	88.56
TOTAL EXPENDITURES	32,000	13,424	18,576	41.95	88.56
Net change in fund equity	400	-12,444	12,844		
Fund equity, beginning		222,283			
Fund equity, ending		209,839			
Less invested in capital assets					
Net available fund equity		209,839			

Slice SV Event
For Year 2013 Through The Month Of August

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Charges for Services	23,000	25,398	-2,398	110.42	107.82
Miscellaneous	25,000	34,190	-9,190	136.76	155.59
TOTAL REVENUES	48,000	59,587	-11,587	124.14	133.23
EXPENDITURES					
General Government					
Slice of Shoreview	58,200	61,012	-2,812	104.83	104.95
Total General Government	58,200	61,012	-2,812	104.83	104.95
TOTAL EXPENDITURES	58,200	61,012	-2,812	104.83	104.95
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	8,576	-8,776		
Fund equity, beginning		62,110			
Fund equity, ending		70,686			
Less invested in capital assets					
Net available fund equity		70,686			

Water Fund
For Year 2013 Through The Month Of August

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Special Assessments		544	-544		
Intergovernmental	12,940	12,489	451	96.51	100.56
Utility Charges	2,584,000	1,305,137	1,278,863	50.51	59.67
Late fees		26,896	-26,896		
Water meters	3,000	8,728	-5,728	290.92	216.44
Other prop charges	4,000	7,999	-3,999	199.97	470.99
Interest Earnings	35,000		35,000		
TOTAL REVENUES	2,638,940	1,361,793	1,277,147	51.60	60.05
EXPENDITURES					
Proprietary					
Water Operations	1,569,417	836,832	732,585	53.32	71.43
Total Proprietary	1,569,417	836,832	732,585	53.32	71.43
TOTAL EXPENDITURES	1,569,417	836,832	732,585	53.32	71.43
OTHER					
Depreciation	-630,000	-420,000	-210,000	66.67	66.67
Transfers Out	-262,500		-262,500		100.00
GO Revenue Bonds	-171,435	-199,437	28,002	116.33	102.86
TOTAL OTHER	-1,063,935	-619,437	-444,498	58.22	80.58
Net change in fund equity	5,588	-94,476	989,061		
Fund equity, beginning		12,997,602			
Fund equity, ending		12,903,126			
Less invested in capital assets		9,427,325			
Net available fund equity		3,475,801			

Sewer Fund
For Year 2013 Through The Month Of August

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Special Assessments		560	-560		
Intergovernmental	10,310	9,952	358	96.52	100.59
Charges for Services	200	2,776	-2,576	1,387.9	307.45
Utility Charges	3,710,000	2,368,684	1,341,316	63.85	64.04
Late fees		40,913	-40,913		
Facility/area chgs	4,000	33,396	-29,396	834.90	71.57
Other prop charges	2,500		2,500		258.00
Interest Earnings	25,000		25,000		
TOTAL REVENUES	3,752,010	2,456,281	1,295,729	65.47	65.13
EXPENDITURES					
Proprietary					
Sewer Operations	3,152,625	1,966,035	1,186,590	62.36	76.10
Total Proprietary	3,152,625	1,966,035	1,186,590	62.36	76.10
TOTAL EXPENDITURES	3,152,625	1,966,035	1,186,590	62.36	76.10
OTHER					
Depreciation	-310,000	-206,664	-103,336	66.67	66.67
Transfers Out	-196,500		-196,500		100.00
GO Revenue Bonds	-68,884	-76,829	7,945	111.53	101.36
TOTAL OTHER	-575,384	-283,493	-291,891	49.27	82.35
Net change in fund equity	24,001	206,754	401,030		
Fund equity, beginning		7,441,425			
Fund equity, ending		7,648,179			
Less invested in capital assets		4,725,848			
Net available fund equity		2,922,331			

Surface Water Mgmt
For Year 2013 Through The Month Of August

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Special Assessments		112	-112		
Intergovernmental	3,750	3,613	137	96.34	100.57
Utility Charges	1,162,000	741,820	420,180	63.84	63.69
Late fees		11,656	-11,656		
Lake Impr Dist chgs	45,140	25,385	19,755	56.24	43.13
Other prop charges	5,000	4,964	36	99.28	123.08
Interest Earnings	8,000		8,000		
TOTAL REVENUES	1,223,890	787,549	436,341	64.35	62.78
EXPENDITURES					
Proprietary					
Snail Lake Aug.	28,836	8,498	20,338	29.47	29.06
Surface Water Oper	685,590	401,795	283,795	58.61	73.44
Total Proprietary	714,426	410,293	304,133	57.43	71.50
TOTAL EXPENDITURES	714,426	410,293	304,133	57.43	71.50
OTHER					
Depreciation	-223,000	-148,664	-74,336	66.67	66.66
Transfers Out	-126,900		-126,900		100.00
GO Revenue Bonds	-75,594	-92,130	16,536	121.88	100.91
TOTAL OTHER	-425,494	-240,794	-184,700	56.59	82.49
Net change in fund equity	83,970	136,462	316,907		
Fund equity, beginning		7,514,553			
Fund equity, ending		7,651,015			
Less invested in capital assets		6,135,855			
Net available fund equity		1,515,160			

Street Light Utility
For Year 2013 Through The Month Of August

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Special Assessments		51	-51		
Utility Charges	474,000	302,863	171,137	63.90	63.87
Late fees		5,275	-5,275		
Interest Earnings	2,700		2,700		
Miscellaneous	500		500		
TOTAL REVENUES	477,200	308,189	169,011	64.58	64.48
EXPENDITURES					
Proprietary					
Street lighting	268,571	124,874	143,698	46.50	62.86
Total Proprietary	268,571	124,874	143,698	46.50	62.86
Capital Outlay					
Capital Projects		1,119	-1,119		
Total Capital Outlay		1,119	-1,119		
TOTAL EXPENDITURES	268,571	125,993	142,578	46.91	64.19
OTHER					
Depreciation	-48,000	-32,000	-16,000	66.67	66.66
Transfers Out	-19,000		-19,000		100.00
TOTAL OTHER	-67,000	-32,000	-35,000	47.76	76.01
Net change in fund equity	141,629	150,197	61,432		
Fund equity, beginning		941,636			
Fund equity, ending		1,091,833			
Less invested in capital assets		432,561			
Net available fund equity		659,272			

Central Garage Fund
For Year 2013 Through The Month Of August

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Property Taxes	184,000	93,312	90,688	50.71	50.30
Intergovernmental	86,530	81,881	4,649	94.63	71.68
Cent Garage chgs	1,153,020	1,153,004	16	100.00	99.92
Interest Earnings	10,000		10,000		
TOTAL REVENUES	1,433,550	1,328,197	105,353	92.65	89.01
EXPENDITURES					
Proprietary					
Central Garage Oper	593,566	374,421	219,145	63.08	62.86
Total Proprietary	593,566	374,421	219,145	63.08	62.86
Capital Outlay					
Central Garage Oper		510,778	-510,778		
Total Capital Outlay		510,778	-510,778		
TOTAL EXPENDITURES	593,566	885,199	-291,633	149.13	108.84
OTHER					
Sale of Asset	41,000	36,615	4,385	89.30	
Transfers In	200,900		200,900		100.00
Depreciation	-696,000	-464,000	-232,000	66.67	66.67
GO CIP Bonds	-243,128	-244,914	1,786	100.73	100.20
TOTAL OTHER	-697,228	-672,299	-24,929	96.42	71.67
Net change in fund equity	142,756	-229,301	832,486		
Fund equity, beginning		3,963,821			
Fund equity, ending		3,734,520			
Less invested in capital assets		3,228,575			
Net available fund equity		505,945			

INVESTMENT SCHEDULE BY SECURITY TYPE
AS OF 08-31-13

Seq#	Institution	Type	Term	Purchased	Matures	Principal	Yield
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CERTIFICATE DEPOSIT							
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1,146	Morgan Stanley Smith Barney LLC	CD	550	03-02-12	09-03-13	128,000.00	.550000
1,182	Dain Rauscher Investment Services	CD	365	09-19-12	09-19-13	248,000.00	.600000
1,145	Morgan Stanley Smith Barney LLC	CD	730	02-29-12	02-28-14	249,000.00	.550000
1,147	Morgan Stanley Smith Barney LLC	CD	730	03-07-12	03-07-14	249,000.00	.500000
1,148	Morgan Stanley Smith Barney LLC	CD	731	03-09-12	03-10-14	249,000.00	.650000
1,150	Morgan Stanley Smith Barney LLC	CD	730	03-28-12	03-28-14	249,000.00	.650000
1,187	Morgan Stanley Smith Barney LLC	CD	732	10-12-12	10-14-14	248,000.00	.900000
1,141	Morgan Stanley Smith Barney LLC	CD	1,097	02-08-12	02-09-15	150,000.00	1.000000
1,163	Dain Rauscher Investment Services	CD	1,095	07-09-12	07-09-15	248,000.00	1.000000
1,164	Dain Rauscher Investment Services	CD	1,097	07-11-12	07-13-15	248,000.00	1.150000
1,140	Morgan Stanley Smith Barney LLC	CD	1,461	02-08-12	02-08-16	248,000.00	1.150000
1,142	Morgan Stanley Smith Barney LLC	CD	1,461	02-08-12	02-08-16	248,000.00	1.300000
1,155	Morgan Stanley Smith Barney LLC	CD	1,461	05-16-12	05-16-16	98,000.00	1.250000
1,154	Morgan Stanley Smith Barney LLC	CD	1,645	05-16-12	11-16-16	248,000.00	1.300000
1,161	Dain Rauscher Investment Services	CD	1,826	07-06-12	07-06-17	247,000.00	1.800000
1,162	Dain Rauscher Investment Services	CD	1,826	07-06-12	07-06-17	247,000.00	1.800000
1,169	Morgan Stanley Smith Barney LLC	CD	1,826	07-25-12	07-25-17	248,000.00	1.550000
1,172	Morgan Stanley Smith Barney LLC	CD	1,826	07-26-12	07-26-17	247,000.00	1.700000
1,198	Dain Rauscher Investment Services	CD	1,826	04-11-13	04-11-18	247,000.00	1.259800
1,199	Dain Rauscher Investment Services	CD	1,826	04-24-13	04-24-18	248,000.00	1.000000
1,183	Dain Rauscher Investment Services	CD	2,191	09-27-12	09-27-18	249,000.00	1.308400
1,168	Dain Rauscher Investment Services	CD	3,652	07-25-12	07-25-2022	249,000.00	2.425000
1,181	Dain Rauscher Investment Services	CD	3,652	09-12-12	09-12-2022	249,000.00	2.325400
1,189	Dain Rauscher Investment Services	CD	3,652	12-07-12	12-07-2022	249,000.00	2.075100
1,167	Dain Rauscher Investment Services	CD	5,478	07-19-12	07-19-2027	238,000.00	3.416200
1,174	Dain Rauscher Investment Services	CD	5,477	07-31-12	07-30-2027	246,000.00	3.183400
Total Number Of Investments: 26						6,072,000.00	

FEDERAL HOME LN BK

1,203	Wells Fargo Brokerage Services	FH	1,734	06-19-13	03-19-18	500,000.00	.999900
1,194	Morgan Stanley Smith Barney LLC	FH	2,848	03-12-13	12-28-2020	500,000.00	2.403000
1,159	Dain Rauscher Investment Services	FH	3,647	06-28-13	06-28-2022	605,000.00	2.956500
1,160	Dain Rauscher Investment Services	FH	3,647	06-28-13	06-28-2022	400,000.00	2.956500
1,171	Morgan Stanley Smith Barney LLC	FH	3,652	07-26-12	07-26-2022	600,000.00	2.761000
1,184	Morgan Stanley Smith Barney LLC	FH	3,652	09-28-12	09-28-2022	500,000.00	2.273700
1,196	Morgan Stanley Smith Barney LLC	FH	3,652	03-27-13	03-27-2023	600,000.00	3.398100
1,206	Dain Rauscher Investment Services	FH	3,611	07-23-13	06-12-2023	496,250.00	3.310400
1,204	Dain Rauscher Investment Services	FH	5,448	06-21-13	05-21-2028	483,125.00	3.802100
Total Number Of Investments: 9						4,684,375.00	

INVESTMENT SCHEDULE BY SECURITY TYPE
AS OF 08-31-13

Seq#	Institution	Type	Term	Purchased	Matures	Principal	Yield
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FEDERAL NATL MTG							
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1,158	Dain Rauscher Investment Services	FN	5,478	06-28-12	06-28-2027	600,000.00	3.664700
1,170	Dain Rauscher Investment Services	FN	5,475	07-26-12	07-23-2027	1,007,347.00	3.400000
1,173	Dain Rauscher Investment Services	FN	5,478	07-30-12	07-30-2027	600,000.00	3.498100
1,178	Dain Rauscher Investment Services	FN	5,478	08-13-12	08-13-2027	600,000.00	3.208200
1,195	Dain Rauscher Investment Services	FN	5,259	03-20-13	08-13-2027	575,000.00	3.921400
1,200	Dain Rauscher Investment Services	FN	5,479	04-25-13	04-25-2028	1,000,000.00	3.497400
1,207	Dain Rauscher Investment Services	FN	-31,0	07-25-13	06-27-2028	496,500.00	4.419400
1,157	Dain Rauscher Investment Services	FN	7,305	06-21-12	06-21-2032	500,000.00	4.247100
Total Number Of Investments: 8						5,378,847.00	
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FED HM MORTG POOL							
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1,179	Wells Fargo Brokerage Services	HP	2,556	08-22-12	08-22-19	500,000.00	1.399400
1,180	Wells Fargo Bank MN, NA	HP	2,556	08-22-12	08-22-19	460,000.00	1.399400
Total Number Of Investments: 2						960,000.00	
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TAX EXMPT MNCPL BOND							
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1,197	Dain Rauscher Investment Services	MB	4,109	04-01-13	07-01-2024	232,528.00	5.744100
1,205	Dain Rauscher Investment Services	MB	4,113	06-28-13	10-01-2024	82,242.75	5.102700
Total Number Of Investments: 2						314,770.75	
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TAXABLE MUNCPL BONDS							
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1,201	Dain Rauscher Investment Services	TM	1,554	04-30-13	08-01-17	452,342.50	1.546300
1,202	Dain Rauscher Investment Services	TM	1,919	04-30-13	08-01-18	493,511.75	1.846400
1,190	Dain Rauscher Investment Services	TM	2,302	12-11-12	04-01-19	503,020.00	1.349700
1,177	Wells Fargo Brokerage Services	TM	2,579	08-09-12	09-01-19	503,340.00	1.572100
1,192	Dain Rauscher Investment Services	TM	2,544	12-27-12	12-15-19	224,901.60	2.962000
1,191	Dain Rauscher Investment Services	TM	2,910	12-27-12	12-15-2020	235,407.30	3.395000
1,188	Dain Rauscher Investment Services	TM	3,494	12-05-12	06-30-2022	268,192.80	3.576000
1,193	Dain Rauscher Investment Services	TM	3,640	12-27-12	12-15-2022	250,218.50	3.745000

INVESTMENT SCHEDULE BY SECURITY TYPE
AS OF 08-31-13

Seq#	Institution	Type Term	Purchased	Matures	Principal	Yield
Total Number Of Investments: 8					2,930,934.45	
Sub-Total Of Investments:					20,340,927.20	
2013B Refunding Escrow					13,734.80	
2013B Refunding Escrow					2,989,539.87	
4M Municipal Money Mkt Fund					2,605,104.46	
2011 COP Debt Service Reserve					8,440.24	
GMHC Savings Acct USBank					171,840.52	
Western Asset Govt MM Fund					2,612,966.07	
GRAND TOTAL OF CASH & INVESTMENTS:					28,742,553.16	

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

ADMINISTRATIVE ACTIVITIES

The Environmental Quality Committee's expanded Green Community Awards winners will be recognized at the Ceremony on September 16th. The Committee has toured each property to view the best management practices first hand.

The City has received the Blue Star Award for excellence in community stormwater management. Program staff from the Friends of the Mississippi River will give a brief overview and present an Award at the September 16th City Council meeting. The City completed the self-assessment on a wide range of policies and practices in three core areas: Water friendly planning and preservation; stormwater management standards and practices; and stormwater pollution prevention. The City scored 7th out of the 43 participating cities in Minnesota.

The City's pilot Emerald Ash Borer treatment program has come to a close for the season as the forestry intern's position has ended. About 160 trees have been injected for residential properties, and the ash trees in Bucher and McCollough Parks have also been protected. The forestry intern also began a boulevard tree inventory around the Shamrock Park neighborhood.

The DOC crew removed several trees for the forestry department from public right of ways which were diseased, as well as performed some much needed raingarden maintenance throughout the City. The Crew restored inlets to ensure water was getting into the gardens, and weeded.

Erosion control inspections continue for all permitted construction sites as part of the City's NPDES responsibilities. All sites are inspected by City staff or Ramsey Conservation District on a regular basis to ensure compliance.

Staff attended the International Low Impact Development Symposium held in St. Paul to address water quality issues through the design and building process. The Symposium brought together professionals to share their research, implementation, policy, financing, and education strategies to build and restore cities while protecting the environment. The Woodbridge pervious concrete neighborhood was included on a bus tour for participants to view innovative suburban stormwater solutions. Public Works Director Mark Maloney gave a presentation on using pervious pavement as public infrastructure during the Symposium.

MAINTENANCE ACTIVITIES

Each day utility crews inspect and perform routine maintenance and repairs at each of the 6 wells, 17 lift stations, 2 towers and the booster station and reservoir. They also have meter appointments and utility locate requests they respond to each day. In the month of August crews responded to 842 location requests generated by Gopher State One Call. Water samples are collected daily and analyzed according to MDH requirements.

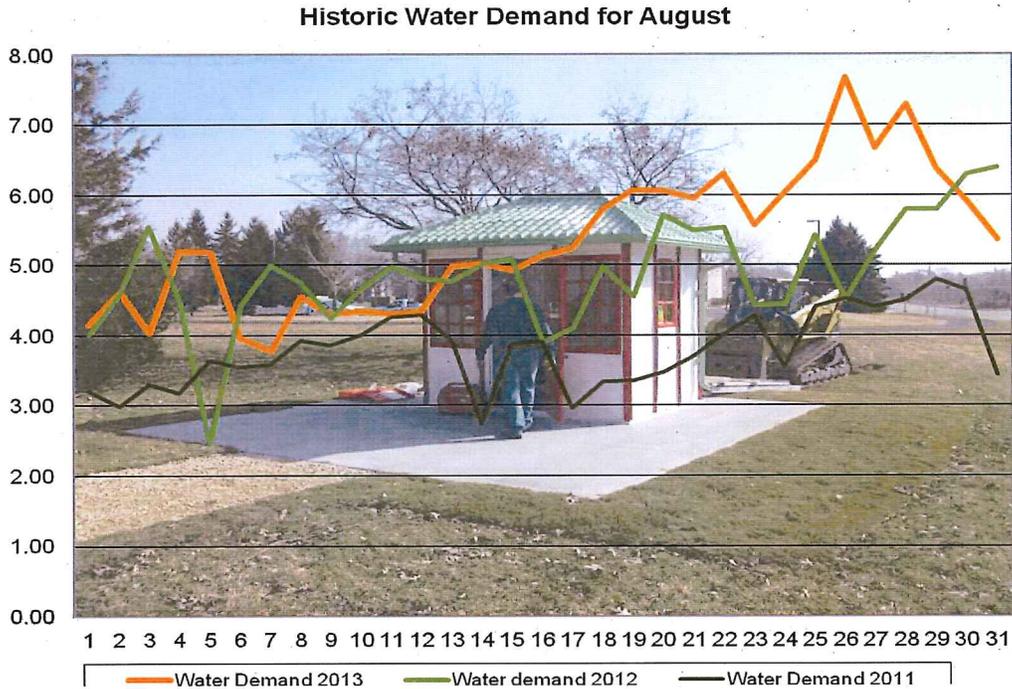
Crews have been participating in City projects with inspections, water shut offs and collecting sample from new water mains. They continue exercising and repairing gate valves and hydrants as time permits. They are preparing for the fall flushing of the water system, scheduled to begin September 23rd. Crews repaired a water main break on Rany Ave.

Street crews continue patching streets and patching utility repairs. They continue patching streets scheduled for seal coating next year. Crews worked with the contractor throughout the seal coating of City trails. Cross walks and pavement markings have been painted on streets where necessary. The street sweeper is sent out daily as time and resources allow. The crew also continues to mow along boulevards and mow maintenance strips along trails.

Tim Paulno attended a class on locating underground utilities. The street division and utility division are now fully staffed with four new employees starting this month. Adam Rauchbauer was with the utility division and transferred over to the street division. James Boyer also joined the street division. Jack Kiffe, Jason Ewell, and Jesse Frandrup joined the utility division.

Department of Corrections Crew – The DOC crew begins each day by cleaning the maintenance center lunchroom, bathrooms, offices and other common areas. They cleaned up the old Ramsey County site off of Rice St. Crews continue weeding and cleaning medians along Lexington, Hwy 96, Gramsie, and Snail Lake Blvd. They cleaned up and installed a retaining wall around a storm sewer lift station. They are also cleaning rain gardens and removing dead trees and vegetation along trails and boulevards and around ponds.

The following chart is August's daily water use demand for the last three years



PROJECT UPDATES

Owasso Street Re-alignment, Project 09-12 – The Contractor has installed all the underground utilities and completed the curb and base course of paving for the new Owasso Street alignment. The retaining wall along Lake Shoreview on Victoria Street is now completed. Curb and gutter along Victoria and a portion of County Road E is scheduled for mid week of the week of September 16th. The watermain along County Road E is in and the new turn lane onto south bound Victoria Street is graveled and will be available. Paving of the turn lane and the widened areas of Victoria Street is anticipated the week of September 23rd.

Floral/Demar/County Road F Neighborhood Reconstruction, Project 12-01 - The Contractor has completed all the work on the project except for a few punch list items including the replacement of some areas of sod. The work will be completed within the next few weeks. The Assessment Hearing is scheduled for September 16th.

Water System Improvements – Westin Woods Booster Station, Project 12-02 - The booster station equipment has been installed. The electrician is completing the power cabinet install and should be ready for inspection and then to be connected to power by XCEL. Restoration will be completed very soon. The project is expected to be completed by late September. Staff has provided an update of the project schedule to the Weston Woods townhome association.

Red Fox Road Reconstruction, Project 12-04 - The first lift of asphalt has been placed and the concrete sidewalks are being installed starting September 13th. The block around the pond has been stained and the contractor has begun installing the plants in the pond. The contractor is planning to place the final lift of asphalt the week of September 30, all work should be completed by that time. Staff has been providing weekly construction updates to the business located along Red Fox Road.

County Road D Reconstruction, Project 13-01A – The base course has been paved between Richmond Ave. and Victoria St. The contractor is working on watermain installation and sanitary sewer repairs between Lexington Ave. and Richmond Ave. The contractor will begin boring street light cables from Richmond Ave. to Victoria Street during the week of September 16th.

Cottage Place Reconstruction, Project 13-01B – Xcel gas finally completed the replacement of the gas piping in the neighborhood on September 13th. The infiltration structure was installed on September 6th. The contractor is planning to patch the road that was disturbed for the installation of the structure and then restore the areas behind the curb that were disturbed during construction and install the new street lights beginning the week of September 16th.

2013 Street Rehabilitation and Gaston, Grove, St. Albans Water Main Extension, Projects 13-02 & 13-03 – Paving has been completed in the Scenic Dr. neighborhood. Paving is scheduled for the week of September 16th on Royal Oaks Drive, Fernwood Street, St. Albans Street, Gaston Ave. and Grove Ave. Oakwood Drive and the Suzanne neighborhood is scheduled for paving the week of September 23rd.

2013 Street Light Replacement, Project 13-05 - The project is divided into three areas. The first area, Glen Paul Court, has been completed and restored. Power was connected on 9/12 and all lights are working. The second area, Churchill, Robinhood, Mercury area north of Tanglewood, is under construction. About 35 % of the boring is completed. It is anticipated poles should be installed the week of September 23rd. The final area should start the week of September 30th.

Water Treatment Plant – Preliminary Design Report – City staff is starting the selection process for an engineering consultant that would design the City's water treatment plant, which is anticipated in the City's current Capital Improvement Plan. The first step in the process involves requesting qualification submittals from a select number of engineering firms with known expertise in designing water treatment plants. Staff is awaiting responses to the request for qualifications.

After the submittals have been reviewed, staff will recommend a consultant to the City Council in October and ask for authorization to negotiate a contract for the preparation of a preliminary design report. The preliminary design report will address design issues, provide a refined project estimate, and serve as a basis for the final design. It is estimated the design report would be completed by the end of December 2013. The completed design report would be presented to the City Council in January with a recommendation to proceed with the final design and request authorization to negotiate a contract for design services. It is expected the final design would be completed in late 2014 with construction starting in the spring of 2015 and having the plant on line by the summer/fall of 2016.

RedZone, Sanitary Sewer Inventory and Asset Management - Redzone Robotics began televising sanitary sewer lines in May of this year and have collected information and created a data base on nearly 178,000 feet (33.7 miles) of sewer lines. City staff training was delayed until the second week in October. The data collection and line inventory is on schedule and should be completed later this fall.

Charley Lake Preserve Development (North Oaks) – Construction activities have begun for the private development of the North Oaks property east of Hodgson Road in the vicinity of the intersections with Birch Lane North and South. Side grading and tree removals for the first phase of the project is occurring along with building demolition, and will continue through the month of October. The connection to Shoreview's municipal water system is currently scheduled to occur overnight September 20/21 and will require traffic control on Hodgson Road as well as a 1-night closure of the intersection with Birch Lane South. Neighborhood traffic will be routed to Birch Lane North; staff will be notifying impacted residents mid-week when the construction schedule/sequence is confirmed with the developer's contractor. Shoreview city staff will be present at the time of connection to inspect and approve of construction methods and details.

TO: MAYOR AND COUNCILMEMBERS

**FROM: TERRY SCHWERM
CITY MANAGER**

DATE: SEPTEMBER 12, 2013

SUBJECT: PARK AND RECREATION MONTHLY REPORT

DEPARTMENT ACTIVITY

The Bucher Park Recreation Project is nearly complete. A final walk-thru was conducted this week and only a few minor punch list items are remaining. The picnic shelters have been installed in the new entry plaza and at the ballfield plaza. The playground equipment has also been installed and is being heavily used by people from the area. Additional irrigation was installed in the park as part of the project to insure that all of the new landscaping and turf areas will be properly maintained. City staff will be working with the youth athletic associations to schedule a grand opening for the park next spring.

The City has hired BWBR Architects to prepare concept plans for a potential Community Center expansion. BWBR was the architectural firm for both the original design of the Community Center and the expansion in 2002. The project is expected to kick off within the next few weeks.

The Community Center pool will reopen on Saturday, September 14th at 6:00 am following the annual pool shutdown period. During this year's shutdown, the major project that has been completed is repairs and structural reinforcement on the waterslide stairs. Two different contractors will be assisting in the rebuilding of the shark shack feature located under the waterslide during the next week. The Shark Attack waterslide and the Beached Boat Slide were both repairs during this year's shutdown period.

COMMUNITY CENTER

The Community Center was active with members, rentals, and program participants throughout the month of August. The additional two class rooms of the Summer Discovery program created fifty more school age children participating in various activities throughout the facility. Daily admissions and pool groups decreased this month compared to last year. Staff attended a "field trip" expo to market the Tropics Waterpark as a fun and affordable field trip destination. It was discovered at this expo that many schools are requiring field trips to include an educational component. Therefore, our staff is in the process of developing a water safety program in combination with some structured aquatic games and free swim time. This could be marketed to schools as an appealing option for an educational and enjoyable field trip.

Membership sales remain consistent with a slight increase in memberships sold this month compared to last August. Family memberships have increased 17% this year compared to last year. This membership category continues to be the most popular. Member daily use has decreased slightly this month compared to last year. The weather always plays a significant role in daily use of the the fitness center. There is also a decrease in daily usage due to the cancellation of the Silver Sneakers program. The senior fitness program which was developed to substitute for the Silver Sneakers program has been extremely popular. All ten complimentary senior fitness classes have been at capacity nearly every session. The number of people utilizing health insurance fitness reimbursement programs continues to increase even with the elimination of the Silver Sneakers program. The amount of members with UCare insurance has nearly doubled since 2011.

There continues to be new members using the fitness center, especially the strength and free weight areas. The new preventative maintenance program for our fitness equipment has been beneficial this month. On a routine visit, 10 items were addressed and repaired under warranty to keep equipment functional. The new LifeFitness treadmills were delivered to replace older models with continuous maintenance issues and high mileage. A personal training special was offered with 27 packages purchased that included a total of 324 sessions. This resulted in over \$14,000 worth of fitness program revenue during the two week special. The group fitness classes have been well attended this summer session. In addition to registered participants, there were nearly 1120 drop in class passes redeemed in group fitness this summer.

The Shoreview Room hosted many events the month of August. There was a 35% increase in bookings in that banquet room compared to last year. The Haffeman Pavilion was once again a popular and versatile place for events this summer. There was a 130% increase in pavilion rental revenue compared to last August. The pavilion also housed visiting pool groups, summer discovery enrichment camps and lunch, the concert series, and the farmers market. Birthday party bookings continue to increase. There was a 133% increase in birthday party packages purchased this month. Currently birthday party rental revenue is within \$1,000 for the entire year in 2012. The new poolside parties have also been popular with 6 parties being hosted compared to only 2 last year. Staff is continuing to work on birthday party procedures including implementing DocuSign an online e-signature program for rental contracts.

RECREATION PROGRAMS

Registration Update:

The summer registration final numbers have been calculated and we have reached a record number of on-line registrations, which now make up 58% of total registrations. The total number of participants in our summer programs has increased, mainly due to higher attendance at the special events and youth sports programs.

Summer Participation	2013	2012	2011	2010
Adult Programs	41	42	11	20
Fitness	867	972	865	865
Adult Sports	15	13	33	25
Aquatics	1258	1361	1253	1208
Childcare (Summer Discovery)	250	215	202	215
Special Events (estimated)	5187	4470	4925	5400
Summer Camps	360	569	535	542
Youth Programs	511	509	512	310
Youth Sports	633	598	621	632
Total	9122	8749	8957	9217
Summer On-line Registrations	2939	2550	2187	1806

Summer Discovery had another great summer season with 250 participants enjoying the amenities of the Community Center and Commons Park. The final week of August, staff offered a Back to School Discovery Camp each day with over 80 kids participating during the week. The participants enjoyed traditional Summer Discovery activities as well as swimming in Tropics Waterpark and playing in Tropical Adventure Indoor Playground.

As the school year ramps up, so do kids activities. Our Youth Sports programs are off to a great start. We have 470 kids participating in Fall Soccer, Tennis, Mini Kickers and After School Sports.

Kids Corner Preschool kicked off the start to the school year at the Meet the Teacher Open House on Saturday, September 7. Classes began the week of Monday, September 9 with 130 children enrolled in 10 classes. Kids Corner will be utilizing Beachcomber Bay Monday - Friday this school year and offering preschool enrichment classes during the times that no traditional preschool classes are being held.

The Shoreview Farmers Market continues to be popular. The abundance of summer and fall flavors are bursting with colors and aromas of the freshly picked harvest! Many attended the Stuff the Bus event in which new school supplies were collected/donated from the public and walked on to a big yellow bus and then delivered to District 621 classrooms/teachers.

Combined with the event was a corn roast where we gave out more than 500 ears of freshly roasted corn provided by Gilbertson Farms. Other events this month have been Apple of My Eye in which we gave away 500 apples grown by Applecrest Orchards. With autumn around the corner, we are looking forward to heating things up a bit and serving tomato soup with Goldfish crackers at our "You Say Tomato" event followed by our 3rd annual salsa contest! We've had great coverage on Facebook from our marketing team with them adding photos of our weekly events.

Seniors look forward to their 10th annual 500 tournament on Thursday, September 12th. We will have over 17 tables of 4 players playing 8 games and focusing on winning cash prizes for 1st through 3rd place!

There are many specialized classes this fall for our adults/seniors such as luncheons and speakers, genealogy research, card making classes, trips, fishing trips on Lake Johanna and so much more! It's a busy time for seniors to participate in these classes before they start thinking about heading for warmer weather!

Friday Night Flix has been very well attended, with approximately 900 people attending the first three movies. Children have enjoyed playing on the playground and creating a free craft prior to each movie. The final movie of the season is Ghostbusters, playing on September 20. Children can make glow-in-the-dark slime prior to the movie.

Touch-a-Truck and the **Kids' Garage Sale** are occurring on Saturday, September 28 from 9-12 in the Community Center's lower level parking lot and pavilion. Youth can rent a table for \$15 and sell all the toys and gadgets that they have outgrown. Touch-a-Truck is always a popular event. Kids and adults alike are fascinated by fire trucks, police cars, ambulances, snow plows, and more.

PARKS MAINTENANCE CREW

It was another busy month for the crew. With the hot and dry weather, the crew was able to move onto other tasks besides mowing. We spent a lot of time watering plants, trees and new sod areas. Now that all our summer help is gone it has been even busier for the crew.

The crew continued to mow all irrigated areas at least once a week. If it is not irrigated it is not growing right now. All areas at Bucher Park were mowed and all the grass clippings have been picked up. It was hard to get to some areas during the construction. The new sod up by the building at Bucher has been mowed already. Weeds were pulled and beds mulched around the Community Center. The crew also sprayed a non-selective herbicide along fences, backstops, batting cages, warning tracks and shrub beds to reduce weed growth. There were two dead pine trees removed from the Community Center. Irrigation repairs were made at Highway 96, Rice Creek Fields, Sitzer and Theisen Parks. There was more irrigation installed at Bucher Park as part of the project.

The crew continues to mow and paint lines on two full sized soccer fields and eight modified sized soccer fields. The Lacrosse field at McCullough has been converted to soccer for the fall. Fall softball is only running at Shamrock Park and Rice Creek Fields this fall. We are in the process of making repairs to the other fields. All the batting cages have been spruced up. Weeds removed and holes patched and more agri-lime brought in. The crew took down the overhead safety netting at McCullough and Sitzer Parks. We recently installed new practice

boards at Bucher and Sitzer Parks. The old plywood was replaced with recycled plastic sheets. They are $\frac{3}{4}$ " thick and 4' by 8' and they should last over thirty years, compared to about ten that we get now. The crew is also repairing fences at each ballfield.

The crew completed another round of park and playground inspections. All minor repairs are complete at this time. The crew continued painting doors, door trim and window trim at the parks. Rice Creek Fields was the last to be completed. We are in the process of painting all gates and drinking fountains. There have also been repairs made to several of the drinking fountains in the parks. Vandals struck the new playground at Bucher Park. It was only up a couple of days when someone burned two small holes in the sunshade over the 5-12 year old structure. A replacement shade has been ordered.

The crew continues to pick up trash on a daily basis at the Community Center, the Library and the parks. The trash receptacles are dumped on an as needed basis. All the grills in the parks have been cleaned out of unused charcoal and ash. The restrooms at the pavilion and Rice Creek Fields are only cleaned after rentals. The crew continues to set up and take down the Farmers Market each week.

COMMUNITY CENTER CREW

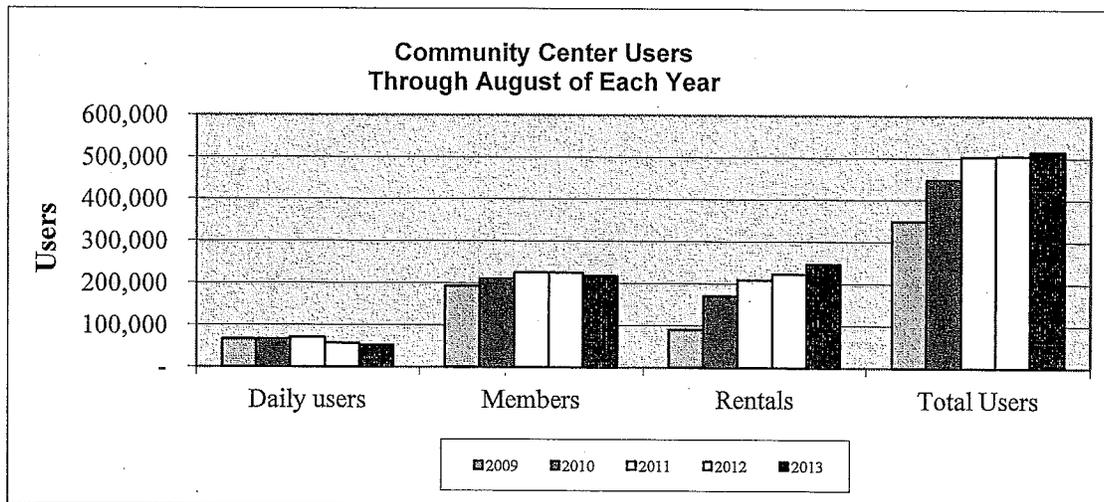
Now that pool shutdown is here the crew has been busy doing extras without the pool and locker rooms to clean. The crew stripped and waxed the floor in room 207 before the start of preschool in that room. They also sanded and refinished the wood floor in Studio #2. They cleaned carpet in the Park & Recreation lobby twice and the hallway by the Community Room and the meeting rooms as well. They are in the process of cleaning the Council Chambers. The crew brought our small carpet machine and the upholstery attachment up and cleaned all the spectator chairs. They are in the process of cleaning all the woodwork in there. The crew started dusting the ductwork in the fitness center. The crew has other small tasks to complete by the start up of the pool.

Work orders for repairs still continue at a record pace. We are currently running more than a month ahead of last year's pace. We'll be close to what we had at the end of October by the end of pool shutdown.

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

	2009	2010	2011	2012	2013
Number of Users:					
Daily users	66,057	66,352	70,058	56,843	51,913
Members	193,445	210,975	225,059	225,163	217,538
Rentals	89,958	170,596	208,262	222,909	245,932
Total Users	349,460	447,923	503,379	504,915	515,383
Revenue:					
Admissions	\$ 409,233	\$ 389,607	\$ 442,368	\$ 422,582	\$ 439,540
Memberships-annual	397,408	501,325	564,477	588,798	601,446
Memberships-seasonal	78,343	65,978	66,826	64,597	60,594
Room rentals	138,397	151,481	171,870	172,252	209,316
Wave Café	116,080	127,915	144,624	137,440	153,535
Commissions	3,132	6,084	6,771	8,762	6,807
Locker/vending/video	19,883	20,383	18,522	15,077	15,326
Merchandise	7,247	8,126	10,380	11,022	11,251
Other miscellaneous	421	852	983	129	(38)
Building charge	94,000	93,000	97,000	100,000	103,000
Transfers in	204,800	206,672	198,000	200,000	208,000
Total Revenue	1,468,944	1,571,423	1,721,821	1,720,659	1,808,777
Expenditures:					
Personal services	836,938	850,395	866,761	903,462	939,138
Supplies	247,147	247,810	276,452	295,511	321,756
Contractual	312,602	309,789	343,908	371,657	404,063
Other	-	-	-	5,727	-
Total Expenditures	1,396,687	1,407,994	1,487,121	1,576,357	1,664,957
Rev less Exp Year-to-date	\$ 72,257	\$ 163,429	\$ 234,700	\$ 144,302	\$ 143,820

*



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

Community Center Monthly Activity
For the Year 2011

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Number of Users:													
Daily users	9,573	8,554	12,733	7,331	6,293	8,510	9,591	7,473	2,375	2,799	6,874	8,661	90,767
Members	33,665	30,575	34,019	29,225	25,468	24,211	24,352	23,544	23,660	26,968	27,680	29,395	332,762
Rentals	16,013	14,571	17,692	15,947	17,757	40,042	34,573	51,667	16,013	18,620	16,031	15,945	274,871
Total Users	59,251	53,700	64,444	52,503	49,518	72,763	68,516	82,684	42,048	48,387	50,585	54,001	698,400
Revenue:													
Admissions	\$ 54,768	\$ 50,219	\$ 82,024	\$ 37,760	\$ 32,531	\$ 48,104	\$ 57,434	\$ 41,854	\$ 19,315	\$ 26,823	\$ 35,198	\$ 58,481	\$ 544,511
Indoor playground	6,646	4,955	8,340	4,691	3,281	4,545	3,033	2,183	2,178	2,986	4,786	5,031	52,655
Memberships	134,134	82,408	85,134	64,611	61,088	69,882	64,747	69,299	77,050	85,320	115,092	202,422	1,111,187
Room rentals	22,729	19,569	29,892	16,023	24,736	20,859	19,322	18,740	22,956	21,955	10,411	23,107	250,299
Wave Café	20,526	18,871	25,987	17,064	15,650	15,441	16,165	14,920	10,577	13,462	12,687	14,228	195,578
Commissions	-	143	850	-	1,366	698	2,561	1,153	3,393	2,395	1,944	-	14,503
Locker/vending/video	(1,194)	3,591	2,745	3,128	2,566	3,560	3,243	883	1,842	2,649	1,596	4,997	29,606
Merchandise	1,006	1,018	1,492	1,340	948	1,826	1,546	1,204	1,014	819	879	632	13,724
Other miscellaneous	(80)	75	27	32	757	39	83	50	5	143	65	127	1,323
Building charge	-	-	-	-	-	97,000	-	-	-	-	-	1,441	98,441
Interest	-	-	-	-	-	-	-	-	-	-	-	20,674	20,674
Transfers in	24,750	24,750	24,750	24,750	24,750	24,750	24,750	24,750	24,750	24,750	24,750	24,750	297,000
Total Revenue	263,285	205,599	261,241	169,399	167,673	286,704	192,884	175,036	163,080	181,302	207,408	355,890	2,629,501
Expenditures:													
Personal services	84,388	104,891	105,118	99,020	100,804	107,049	156,509	108,982	96,532	99,084	104,360	185,734	1,352,471
Supplies	30,153	36,056	44,170	42,162	34,276	33,351	29,123	27,161	39,147	44,125	36,298	52,831	448,853
Contractual	22,538	31,672	36,485	42,242	48,682	54,629	63,436	44,224	56,475	65,557	40,038	94,564	600,542
Other	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers out	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	137,079	172,619	185,773	183,424	183,762	195,029	249,068	180,367	192,154	208,766	180,696	333,129	2,401,866
Rev less Exp (monthly)	\$ 126,206	\$ 32,980	\$ 75,468	\$ (14,025)	\$ (16,089)	\$ 91,675	\$ (56,184)	\$ (5,331)	\$ (29,074)	\$ (27,464)	\$ 26,712	\$ 22,761	\$ 227,635
Rev less Exp (ytd)	\$ 126,206	\$ 159,186	\$ 234,654	\$ 220,629	\$ 204,540	\$ 296,215	\$ 240,031	\$ 234,700	\$ 205,626	\$ 178,162	\$ 204,874	\$ 227,635	

MOTION SHEET

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

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

Date	Description	Amount
09/03/13	Accounts payable	\$12,477.42
09/05/13	Accounts payable	\$909,783.72
09/09/13	Accounts payable	\$45,507.55
09/12/13	Accounts payable	\$68,851.52
09/16/13	Accounts payable	\$232,238.45
Sub-total Accounts Payable		\$ 1,268,858.66
09/06/13	Payroll 125863 to 125918 963617 to 963819	\$158,596.40
Sub-total Payroll		
TOTAL		\$ 1,427,455.06

ROLL CALL:	AYES	NAYS
Johnson		
Quigley		
Wickstrom		
Withhart		
Martin		

09/16/13

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
ALDERSON, DAVID	FARMERS MARKET ENTERTAINMENT ON 9/10/13	225	43590	3174		001	\$150.00	\$150.00
AMERICAN MESSAGING	LOCK BOX FEE	101	40210	3190		009	\$4.26	\$4.26
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110			\$542.74	\$542.74
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110			\$1,959.18	\$1,959.18
AMSAN BRISSMAN KENNEDY	REPAIR SUPPLIES POOL	220	43800	2240		003	\$142.40	\$142.40
ANDRESEN, GARY	FARMERS MARKET ENTERTAINMENT ON 9/3/13	225	43590	3174		001	\$400.00	\$400.00
CITY OF SHOREVIEW	CASH PRIZES FOR 500 TOURNAMENT	225	43590	2174		002	\$200.00	\$200.00
FIRST STUDENT, INC	AUGUST 14 FIELD TRIP BUS COST	225	43535	3190		003	\$1,030.00	\$1,030.00
FIRST STUDENT, INC	AUGUST 21 FIELD TRIP BUS COST	225	43535	3190		003	\$697.28	\$697.28
GENESIS EMPLOYEE BENEFITS, INC	FLEX - MED/DEPENDENT CARE 08-30-13	101	20431				\$485.95	\$766.81
		101	20432				\$280.86	
GRAINGER, INC.	CLEANING SUPPLIES CC	220	43800	2110			\$247.29	\$247.29
IDENTITY STORES, LLC	SHIRTS - FALL SOCCER LEAGUES	225	43510	2170		007	\$2,304.29	
MALONEY, DEBORAH	PARKING EXPENSE REIMBURSE/GFOA CLASSES	101	40500	4500		004	\$68.00	
MSP COMMUNICATIONS	MSP WEDDING GUIDE/MAG FALL/WINTER AD	220	43800	2201		004	\$2,190.00	\$2,190.00
ORIENTAL TRADING COMPANY	FRI NIGHT FLIX CRAFT	225	43590	3173		001	\$57.57	\$57.57
SAM'S CLUB DIRECT	FARMERS MARKET - EVENT 8/27/13	225	43590	2174		001	\$291.19	\$291.19
XCEL ENERGY	PARKS: ELECTRIC/GAS	101	43710	3610			\$987.12	\$1,426.41
		101	43710	2140			\$439.29	
							Total of all invoices:	\$12,477.42

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
20/20 WINDOW CLEANING	WINDOW CLEANING CC	220	43800	3810			\$160.31	\$160.31
ACE SOLID WASTE	MAINT CENTER SOLID WASTE PICKUP	701	46500	3640			\$235.86	\$235.86
ACE SOLID WASTE	DUMPSTER SERVICE CC AND PARKS	220	43800	3640			\$1,076.26	\$1,614.58
		101	43710	3950			\$538.32	
ALLIED BLACKTOP COMPANY	FINAL PMT 2013 SEAL COAT PROJ 13-04	404	42200	3190			\$3,000.00	
AMERICAN LIBERTY CONSTRUCTION	STREET ESCROW RED 5959 LEXINGTON RES1378	101	22020				\$5,000.00	\$5,000.00
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110			\$2,340.17	\$2,340.17
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110			\$407.44	\$407.44
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110			\$129.59	\$129.59
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110			\$340.57	\$340.57
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110			\$1,184.57	\$1,184.57
ARNT CONSTRUCTION CO INC	PMT 2 OWASSO ST RECONST PROJ 09-12	571	47000	5900			\$726,746.94	\$726,746.94
BEILKE, MARY	EXPENSE REIMBURSEMENT/PRESCHOOL SUPPLIES	225	43555	2170			\$107.81	\$107.81
BEISSWENGER'S HARDWARE	REPAIR SUPPLIES FC	220	43800	2240		002	\$23.36	\$23.36
BEISSWENGER'S HARDWARE	REPAIR SUPPLIES CC	220	43800	2240		001	\$20.50	\$20.50
BOURGOND, GREG OR DEBRA	REFUND OVRPYMT ON ACCT - 391 HARRIET CIR	601	36190			003	\$986.09	\$986.09
BRIN NORTHWESTERN GLASS CO. IN	REPAIR SUPPLIES CC	220	43800	2240		003	\$264.41	\$264.41
BYRNES, CINDY	PROHIBITION	220	22040				\$115.00	\$115.00
CENTERLINE TILE & STONE	CC TILE REPAIRS	220	43800	2240		001	\$1,708.20	\$1,708.20
CITY OF BROOKLYN CENTER	EDUCATION - STEVE NELSON	101	44300	4500			\$210.00	\$210.00
CKC GOOD FOOD	SUMMER DISCOVERY LUNCHES	225	43535	3190		002	\$1,525.94	\$1,525.94
CKC GOOD FOOD	SUMMER DISCOVERY LUNCHES	225	43535	3190		002	\$1,307.89	\$1,307.89
COMCAST	CABLE FOR CC	220	43800	3190		001	\$217.97	\$217.97
COMCAST	CABLE FOR CC	220	43800	3190		001	\$224.14	\$224.14
COMMISSIONER OF REVENUE- WH TA	WITHHOLDING TAX - PAYDATE 09-06-13	101	21720				\$9,255.21	\$9,255.21
COMMUNITY HEALTH CHARITIES - M	EMPLOYEE CONTRIBUTIONS: 09-06-13	101	20420				\$114.50	\$114.50
COMMUNITY REINVESTMENT FUND	GMHC ADMIN FEES/JULY STMT/12 @ \$6	307	44100	4890			\$72.00	\$72.00
COMMUNITY REINVESTMENT FUND	GMHC ADMIN FEES/AUG STMT/12 @ \$6/1 NEW	307	44100	4890			\$87.00	\$87.00
GENESIS EMPLOYEE BENEFITS, INC	VEBA CONTRIBUTIONS: 09-06-13	101	20418				\$5,430.00	\$5,430.00
GENESIS EMPLOYEE BENEFITS, INC	FLEX - MED/DEPENDENT CARE 09-06-13	101	20431				\$1,214.90	
GILBERTSON FARMS	FARMERS MARKET SUPPLIES EVENT 9/3/13	225	43590	2174		001	\$250.00	\$250.00
GRAINGER, INC.	REPAIR SUPPLIES CC	220	43800	2240		001	\$706.03	
GRAINGER, INC.	REPAIR SUPPLIES CC	220	43800	2240		001	\$142.91	\$142.91
HAMERNICK DECORATING, INC	CC PAINTING	220	43800	3810		003	\$1,459.00	\$1,459.00
HEDEEN, JOYCE	QUICKWITZ	220	22040				\$75.00	\$75.00
HEGGIE'S PIZZA LLC	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$384.00	\$384.00
HOLY ROCKA ROLLAZ	ENTERTAINMENT FOR SLICE - LAST PAYMENT	270	40250	3190		001	\$250.00	\$250.00
ICMA/VANTAGEPOINT TRANSFER-300	EMPLOYEE CONTRIBUTIONS PAYDATE: 09-06-13	101	21750				\$5,244.61	\$5,244.61
ICMA/VANTAGEPOINT TRANSFER-705	ROTH CONTRIBUTIONS:09-06-13	101	20430				\$460.00	\$460.00
JOHNSON, RONALD	EROSION RED 5790 LAMETTI RES 13-78	101	22030				\$1,000.00	\$1,000.00
KANSAS STATE BANK-GOVT FINANCE	CONTRACT LEASE PAYMENT/SEPT 2013	220	43800	3960			\$1,089.00	\$1,089.00
KOHNER, KATHY	FACILITY REFUND	220	22040				\$300.00	\$300.00
KRAMER, TODD	OVERNIGHT SECURITY	270	40250	3190		006	\$360.00	\$360.00
KRAUSE, SHELLY	PASS REFUND	220	22040				\$20.00	\$20.00
LANDMARK TOURS, INC	AUTUMN IN NE-3PARTICIPANTS	225	43590	3174		004	\$7,485.00	\$7,485.00
LEGARDE, CYNTHIA	EXPENSE REIMBURSEMENT/PRESCHOOL SUPPLIES	225	43555	2170			\$26.73	\$26.73
LOVIN, ELIZABETH	FACILITY REFUND	220	22040				\$50.00	\$50.00
MCCAREN DESIGNS INC	MONTHLY HORTICULTURE SERVICE	220	43800	3190		007	\$1,278.23	\$1,278.23
METROPOLITAN COUNCIL ENVIRONME	SAC CHARGES FOR AUGUST 2013	602	20840				\$2,435.00	\$2,410.65
		602	34060				-\$24.35	
METROPOLITAN COURIER CORPORATI	ARMORED CAR SERVICES:AUGUST 2013	101	40500	4890		001	\$102.86	

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
		220	43800	4890		001		\$102.87	\$411.47
		601	45050	4890		001		\$102.87	
		602	45550	4890		001		\$102.87	
MINNESOTA CHILD SUPPORT PAYMEN	PAYDATE:09-06-13	101	20435					\$217.50	
MINNESOTA DEPT LABOR AND INDUS	BUILDING SURCHARGE REPORT: AUGUST	101	20802					\$1,699.29	\$1,665.30
		101	34060					-\$33.99	
MINNESOTA ENVIRONMENTAL FUND	MN ENVIRONMENTAL EMPL CONTRIB: 09-06-13	101	20420					\$35.00	
MINNESOTA REVENUE	ID #L1226327680	101	20435					\$63.40	\$63.40
MONTAIN, PAT	QUICKWITZ	220	22040					\$75.00	\$75.00
NORTHERN ELECTRICAL CONTRACTOR	REPAIR LIGHT FIXTURES IN TURTLE LAKE RM	220	43800	3810		003		\$640.55	\$640.55
NORTHERN ELECTRICAL CONTRACTOR	REPAIR SUPPLIES CC - LAMP BALLASTS	220	43800	2240		001		\$433.90	\$433.90
NORTHERN ELECTRICAL CONTRACTOR	INSTALL EMERGENCY BALLASTS	220	43800	3810		003		\$528.65	\$528.65
NORTHERN ELECTRICAL CONTRACTOR	REPAIR LIGHTING IN COUNCIL CHAMBERS	220	43800	3810		001		\$267.50	\$267.50
O'DONOVAN, ROSE MARY	QUICKWITZ	220	22040					\$230.00	\$230.00
OASE, ALYCE JEANNE	QUICKWITZ	220	22040					\$235.00	\$235.00
PARTY AMERICA CORPORATE OFFICE	SUMMER DISCOVERY SUPPLIES	225	43535	2170		002		\$18.18	\$18.18
PLUMBMASTER, INC	REPAIR SUPPLIES CC	220	43800	2240		001		\$2,164.43	\$2,164.43
PUBLIC EMPLOYEES RETIREMENT AS	EMPL/EMPLOYER CONTRIBUTIONS: 09-06-13	101	21740					\$27,143.30	\$27,143.30
RAMSEY COUNTY PARKS & REC.	ICE RENTAL FOR SKATING LESSONS	225	43580	3171				\$3,655.66	\$3,655.66
RAMSEY COUNTY TREASURER	LIFE INSURANCE: 09-06-13	101	20414					\$2,506.81	\$2,699.31
		101	20417					\$192.50	
REHBEIN, CLYDE	ASBUILT RED 5618 HEATHER RIDGE RES 13-78	101	22025					\$4,000.00	
ROGERS, BRENDA	EROSION RED 3595 RICE ST RES 13-78	101	22030					\$500.00	\$500.00
RYDBERG, STEPHANIE	STRENGTH CONDITIONIN	220	22040					\$51.80	\$51.80
SAINTS NORTH FAMILY SKATE CENT	SUMMER DISCOVERY FIELD TRIP	225	43535	3190		001		\$768.00	\$768.00
SCHAUM, JESSICA	MILEAGE AND PARKING REIMBURSEMENT	101	42050	3270				\$87.63	\$87.63
SHAMROCK ICE	ICE FOR SLICE	270	40250	2180		003		\$12.00	\$12.00
SHOCKENCY, JOYCE	FACILITY REFUND	220	22040					\$50.00	\$50.00
THELEN, KAREN	QUICKWITZ	220	22040					\$75.00	\$75.00
TREASURY, DEPARTMENT OF	FEDERAL WITHHOLDING TAX: 09-06-13	101	21710					\$21,877.32	\$56,816.10
		101	21730					\$28,316.16	
		101	21735					\$6,622.62	
TSI INC	PART EROS & RD 500 CARDIGAN RES 13-78	101	22030					\$3,000.00	
		101	22020					\$7,500.00	
UNITED WAY - GREATER TWIN CITI	EMPLOYEE CONTRIBUTIONS: 09-06-13	101	20420					\$121.00	
UPPER CUT TREE SERVICES INC	PUBLIC TREE REMOVAL W013-16	101	43900	3190		002		\$957.60	\$957.60
UPPER CUT TREE SERVICES INC	PUBLIC TREE REMOVAL W013-26	101	43900	3190		002		\$2,992.50	\$2,992.50
UPPER CUT TREE SERVICES INC	PUBLIC TREE REMOVAL W013-17	101	43900	3190		002		\$769.50	\$769.50
UPPER CUT TREE SERVICES INC	PUBLIC TREE REMOVAL W013-18	101	43900	3190		002		\$1,231.20	\$1,231.20
UPPER CUT TREE SERVICES INC	PUBLIC TREE REMOVAL W013-11	101	43900	3190		002		\$1,197.00	\$1,197.00
UPPER CUT TREE SERVICES INC	PUBLIC STUMP REMOVALS W013-25	101	43900	3190		002		\$242.77	\$242.77
VATSAAS, INGRID	FACILITY REFUND	220	22040					\$621.36	\$621.36
WALTERS, MIKE	PASS REFUND	220	22040					\$220.00	\$220.00
WEIGEL, MIKE	FACILITY REFUND	220	22040					\$50.00	\$50.00
WOLDT, ALAN	TREE ESCROW RED 800 CO RD I RES 13-78	101	22020					\$1,000.00	\$1,000.00

Total of all invoices: \$909,783.72

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COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
AARP C/O TOY, BOY	DEF DRIV CLASSS/36 PART 9/4/13	225	43590	3174		003		\$454.00	\$454.00
ALLIED WASTE SERVICES #899	AUG ALLIED WASTE SERVICES	210	42750	3190				\$29,633.12	\$29,633.12
AMSAN BRISSMAN KENNEDY	EQUIPMENT MAINT	220	43800	3890				\$193.11	\$193.11
BROWN, RAYMOND	SOFTBALL UMPIRE AUG 27 & SEPT 3	225	43510	3190		001		\$92.00	\$92.00
CARLSON, JIMMY R.	SOFTBALL UMPIRE AUG 27 & SEPT 3	225	43510	3190		001		\$92.00	\$92.00
COOPER, KYLE W.	SOFTBALL UMPIRE AUG 29	225	43510	3190		001		\$46.00	\$46.00
CORBO, JAMES	SOFTBALL UMPIRE AUG 28 & SEPT 4	225	43510	3190		001		\$92.00	\$92.00
CRAFTSMAN'S CHOICE, INC.	PERMIT REFUND 2013-01839	101	32500					\$752.15	\$781.39
		101	34850					\$5.00	
		101	20802					\$24.24	
GRAINGER, INC.	SHUT DOWN CLEANING SUPPLIES	220	43800	2200		004		\$315.72	\$315.72
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001		\$15.43	\$15.43
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001		\$15.47	
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001		\$15.47	\$15.47
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001		\$16.35	\$16.35
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001		\$16.35	\$16.35
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001		\$15.49	\$15.49
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		\$20.33	\$20.33
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001		\$19.99	\$19.99
HAWKINS, INC.	POOL & WHIRLPOOL CHEMICALS	220	43800	2160		001		\$624.87	\$624.87
HAWKINS, INC.	POOL & WHIRLPOOL CHEMICALS	220	43800	2160		001		\$935.12	\$935.12
JEWELL, TED W.	SOFTBALL UMPIRE SEPT 5	225	43510	3190		001		\$46.00	\$46.00
KELLY & LEMMONS, P.A.	AUGUST 2013 LEGAL FEES	101	40600	3020				\$3,296.88	\$7,933.04
		101	40600	3030				\$3,544.16	
		101	40600	3040				\$1,092.00	
MATHESON TRI-GAS INC	CO2 FOR WHIRLPOOL	220	43800	2160		002		\$89.13	\$89.13
MOORE MEDICAL, LLC	FIRST AID SUPPLIES	101	40210	2180		003		\$39.79	\$343.46
		225	43555	2170				\$16.47	
		225	43560	2170				\$16.48	
		220	43800	2200		001		\$270.72	
PORTER, DANIEL	SOFTBALL UMPIRE AUG 29 & SEPT 5	225	43510	3190		001		\$92.00	
RUGRODEN, JOHN L.	SOFTBALL UMPIRE AUG 28 & SEPT 4	225	43510	3190		001		\$92.00	\$92.00
TARGET COMMERCIAL INVOICE	LESSON SUPPLIES	220	43800	2200		002		\$9.13	\$108.25
		225	43520	2170		002		\$99.12	
TRI TECH DISPENSING	ANNUAL MAINTENANCE OF ICE MACHINES CC	220	43800	3190		004		\$817.79	
UPPER CUT TREE SERVICES INC	PRIVATE TREE REMOVALS W013-20	101	43900	3190		003		\$1,264.08	\$1,264.08
VERSA-LOK	RETAINING WALL BLOCK/LESS CREDIT	603	45850	2180		001		\$777.92	\$777.92
VERSA-LOK	RETAINING WALL BLOCK FOR STORM LIFT	603	45850	2180		001		\$15.43	\$15.43
YALE MECHANICAL INC	EQUIPMENT REPAIR	220	43800	3810		003		\$514.25	\$514.25

Total of all invoices: \$45,507.55

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COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
O'DONOVAN, ROSE MARY	QUICKWITZ	220	22040				-\$230.00	-\$230.00
20/20 WINDOW CLEANING	WINDOW CLEANING CC EXTERIOR WINDOWS	220	43800	3810			\$1,710.00	\$1,710.00
ALDERSON, DAVID	MARKET ENTERTAINMENT ON 9/10/13	225	43590	3174		001	\$150.00	
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110			\$24.35	\$24.35
AMSAN BRISSMAN KENNEDY	CLEANING SUPPLIES CC	220	43800	2110			\$233.62	\$233.62
BEISSWENGERS HARDWARE	REPAIR SUPPLIES CC	220	43800	2240		001	\$18.25	\$18.25
BEISSWENGERS HARDWARE	REPAIR SUPPLIES POOL	220	43800	2240		003	\$25.57	\$25.57
BEISSWENGERS HARDWARE	REPAIR SUPPLIES POOL	220	43800	2240		003	\$12.67	\$12.67
CITY OF APPLE VALLEY	SUMMER DISCOVERY FIELD TRIP	225	43535	3190		001	\$1,751.00	\$1,751.00
COCA COLA REFRESHMENTS	WAVE CAFE BEVERAGE FOR RESALE	220	43800	2590		001	\$430.43	\$430.43
CUB FOODS	PRESCHOOL SUPPLIES	225	43555	2170			\$181.83	\$181.83
CULLIGAN	FILTER RENTAL	220	43800	3190		007	\$94.05	\$94.05
DELANO, DANIEL	SUMMER DISCOVERY DANCE-OFF DVD'S	225	43535	2170		002	\$360.00	\$360.00
DISCOUNT SCHOOL SUPPLY	PRESCHOOL SUPPLIES	225	43555	2170			\$207.87	\$207.87
ECKEL, MICHELLE	SF 1	220	22040				\$68.00	\$68.00
GENESIS EMPLOYEE BENEFITS, INC	ADMINISTRATION FEE: AUGUST 2013	101	20416				\$351.55	\$351.55
GENESIS EMPLOYEE BENEFITS, INC	FLEX - MED/DEPENDENT CARE 09-13-13	101	20431				\$124.00	\$369.83
		101	20432				\$245.83	
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$15.44	\$15.44
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$16.33	\$16.33
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$15.46	\$15.46
HANSON, HERBERT	500 TOURNAMENT	220	22040				\$10.00	\$10.00
HEALTH PARTNERS	HEALTH INSURANCE: OCTOBER 2013	101	20410				\$47,556.45	\$48,006.20
		101	20411				\$449.75	
KILLMER ELECTRIC COMPANY, INC	TEMP SIGNAL REV OWASSO ST PROJ 09-12	571	47000	5950			\$8,600.00	\$8,600.00
KRAMER MECHANICAL PLUMBING AND	RED FOX RD 12-04	572	47000	5950			\$1,771.60	\$1,911.60
		572	47000	5950			\$140.00	
LAKE OWASSO IMPROVEMENT ASSN	2013 INVASIVE AQUATIC PLANT MGT FUNDING	603	45850	4890			\$1,875.00	
LEE, GORDON	500 TOURNAMENT	220	22040				\$10.00	\$10.00
LEGARDE, CYNTHIA	PRESCHOOL SUPPLIES	225	43555	2170			\$12.84	\$12.84
MN DEPARTMENT OF LABOR AND IND	BOILER FEES CC	220	43800	4890		003	\$70.00	\$70.00
ORIENTAL TRADING COMPANY	PRESCHOOL SUPPLIES	225	43555	2170			\$277.23	\$277.23
RUSSELL, JULIE	BEGINNER FITNESS	220	22040				\$48.35	\$48.35
SAM'S CLUB DIRECT	FARMERS MARKET/SENIOR SUPPLIES	225	43590	2174		001	\$30.30	\$92.82
		225	43590	2174		002	\$62.52	
SAMUELSSON, LARS	TENNIS ADULT BASICS	220	22040				\$87.00	\$87.00
SCHARBER & SONS	MANUALS/LATE FEE	701	46500	2220		002	\$303.74	\$303.74
SHAND, CONNIE	BEGINNER FITNESS	220	22040				\$51.61	\$51.61
SHOREVIEW VENTURES INC	REFUND OF ADMIN FEE 1041 RED FOX	101	34890				\$300.00	
SPANIER, ROBIN	SOCCER LEA (GRD 1&2)	220	22040				\$35.00	\$35.00
T-MOBILE	WATER TOWER CARD FOR SCADA SYSTEM	601	45050	3190			\$63.04	\$63.04
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$1,238.84	\$1,238.84
YUE, TIANWEN	TENNIS ADV BEGINNERS	220	22040				\$52.00	\$52.00

Total of all invoices: \$68,851.52

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COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
LESCO INC	ROUNDUP	603	45850	2180				-\$133.13	-\$133.13
MENARDS CASHWAY LUMBER **FRIDL	U BOLT AND STANLEY TAPE	101	43710	2240				-\$30.04	-\$30.04
MENARDS CASHWAY LUMBER **FRIDL	BATTERIES FOR NEW WIRE LOCATOR	101	43710	2240				-\$13.25	-\$13.25
MENARDS CASHWAY LUMBER **FRIDL	TREATED LUMBER/BOLTS	101	43710	2240				-\$140.74	-\$140.74
MENARDS CASHWAY LUMBER **FRIDL	LUMBER/HARDWARE FOR PRACTICE BOARDS	101	43710	2240				-\$140.74	-\$140.74
ABLE HOSE & RUBBER INC.	SHOP SUPPLIES	701	46500	2180		001		\$34.86	\$34.86
ALLEN, DEANNE	MINUTES - 8/26 PC, 9/3 CC	101	40200	3190		001		\$350.00	\$350.00
ALLIANCE BENEFIT GROUP INC	MONTHLY COBRA NOTICE	101	40210	3190		003		\$20.00	\$20.00
ALLIED WASTE SERVICES #899	MCGUIRE PROPERTY	241	44500	3190				\$117.09	\$117.09
AMBUSHER INC	BLADES AND BOLTS FOR BRUSH HOG	701	46500	2220		002		\$135.15	\$135.15
AMERICAN FASTENER	BOLTS CABLE TIES AND WIRE ROPE CLIPS	101	43710	2240				\$213.03	\$213.03
AMERICAN PUMP COMPANY	DEWATERING EQUIPMENT FOR HYDRANT DIG	601	45050	2280		003		\$1,369.07	\$1,369.07
ARAMARK REFRESHMENT SERVICES	COFFEE & SUPPLIES MAINTENANCE CENTER	701	46500	2183		003		\$113.51	\$113.51
ARCHER, RICHARD	2013 REHAB CP1302 IRRIGATION REPAIR	575	47000	5950				\$70.00	\$70.00
BARSNESS, KIRSTIN	AUGUST CONSULTING	240	44400	3190				\$1,487.50	\$1,881.25
		101	22020					\$393.75	
BATTERIES PLUS - ROSEVILLE 029	SHOP SUPPLIES	701	46500	2180		001		\$8.56	\$8.56
BDI	PARTS FOR TRACKLESS	701	46500	2220		002		\$109.93	\$109.93
BEISSWENGER'S HARDWARE	SHOP SUPPLIES	701	46500	2180		001		\$15.17	\$15.17
BKBM ENGINEERS INC	WATER SLIDE STAIR ENGINEERING FEE	405	43800	3810				\$1,406.16	
BOYER TRUCK PARTS INC.	DIAGNOSE AND REPAIR UNIT 208	701	46500	2220		001		\$590.97	\$1,157.37
		701	46500	3190		001		\$566.40	
BROCK WHITE CO LLC	MESH FOR SEEDING WATERMAIN	601	45050	2280		003		\$58.72	\$58.72
CDW GOVERNMENT, INC	DIGITAL DISPLAY FOR FITNESS CENTER	422	40550	5800		010		\$951.28	\$951.28
CDW GOVERNMENT, INC	MOBILE DEVICES FOR PUBLIC WORKS	422	40550	5800		020		\$816.92	\$816.92
CITY SIGNS	NAME PLATE - PAT KELLY	101	40200	4890		001		\$39.23	\$39.23
COMMERCIAL ASPHALT CO	ASPHALT	101	42200	2180		002		\$119.91	\$119.91
COMPLETE HEALTH, ENVIRONMENTAL	AUGUST MTCE PLAN	101	40210	3190		007		\$610.00	\$610.00
COORDINATED BUSINESS SYSTEMS	MITA LASER MAINTENANCE	101	40550	3860		004		\$156.00	\$156.00
DAVIS LOCK & SAFE	PADLOCK FOR IRRIGATION BOX VICTORIA & 96	101	43710	2240				\$57.17	\$57.17
DIAMOND VOGEL PAINT	TRAFFIC MARKING PAINT & SUPPLIES	101	42200	2180		004		\$968.99	\$968.99
DIAMOND VOGEL PAINT	TRAFFIC MARKING PAINT	101	42200	2180		004		\$868.89	\$868.89
DIAMOND VOGEL PAINT	TRAFFIC MARKING PAINT	101	42200	2180		004		\$173.78	\$173.78
FERGUSON WATERWORKS #2516	HYDRANT PARTS	601	45050	2280		003		\$583.39	\$583.39
FITNESS DISTRIBUTING INC	DUMBBELL/KETTLEBELLRACK FOR FIT. STUDIO	225	43530	2170		001		\$212.68	\$212.68
FRONTIER PRECISION, INC	COUNTY RD D CP13-01A STAKING SUPPLIES	573	47000	5920				\$141.08	\$141.08
GARELICK STEEL COMPANY	STEEL FOR BRUSH HOG	701	46500	2220		002		\$159.24	\$159.24
GOODPOINTE TECHNOLOGY INC	ROAD SURFACE CONDITION SURVEY	404	42200	3190				\$4,320.00	\$4,320.00
GOPHER STATE ONE-CALL	GOPHER ONE LOCATE CHARGE	601	45050	3190		001		\$209.37	\$837.45
		602	45550	3190		001		\$209.36	
		603	45850	3190		001		\$209.36	
		604	42600	3190				\$209.36	
GRAINGER, INC.	EAR MUFFS	602	45550	2280		001		\$61.61	\$61.61
GRAINGER, INC.	TYVEK SUITS FOR PESTICIDE APPL SAFETY	101	43710	2240				\$88.83	\$88.83
GRAINGER, INC.	SAFETY GLASSES	101	42200	2180		001		\$39.72	
		603	45850	2180		001		\$39.73	
HACH COMPANY	TESTING	601	45050	2280		005		\$257.35	\$257.35
HAWKINS, INC.	FLUORIDE AND CHLORINE	601	45050	2160		002		\$2,113.99	\$2,113.99
HUGO EQUIPMENT COMPANY	PARTS FOR MOWERS	701	46500	2220		002		\$130.27	\$130.27
INSTRUMENTAL RESEARCH INC	BACTERIA SAMPLING	601	45050	3190		004		\$270.00	\$270.00
INTERSTATE POWER SYSTEMS, INC	SERVICE REPAIR OF UNIT 306	701	46500	3190		001		\$843.84	\$843.84

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
LEAGUE OF MINNESOTA CITIES	DUES - 9/1/13 - 8/31/14	101	40100	4330		001		\$17,334.00	\$17,334.00
LEAGUE OF MINNESOTA CITIES	MEMBERSHIP DUES - 9/1/13 - 8/31/14	101	40100	4330		003		\$30.00	\$30.00
LILLIE SUBURBAN NEWSPAPERS INC	LEGAL NOTICES	101	40200	3360		001		\$56.88	\$56.88
MENARDS CASHWAY LUMBER **FRIDL	U BOLT AND STANLEY TAPE	101	43710	2240				\$30.04	\$30.04
MENARDS CASHWAY LUMBER **FRIDL	BATTERIES FOR NEW WIRE LOCATOR	101	43710	2240				\$13.25	\$13.25
MENARDS CASHWAY LUMBER **FRIDL	TREATED LUMBER/BOLTS	101	43710	2240				\$140.74	\$140.74
MN DEPARTMENT OF LABOR AND IND	PRESSURE VESSEL INSPECTION/PERMIT FEE	701	46500	4330		001		\$20.00	\$20.00
MODERN FENCE & CONST. INC.	FENCE POSTS AND TIES SITZER PATH FENCE	101	43710	2240				\$62.35	\$62.35
MTI DISTRIBUTING, INC	IRRIGATION REPAIR SUPPLIES	101	43710	2240				\$128.69	\$128.69
MTI DISTRIBUTING, INC	IRRIGATION REPAIR SUPPLIES	101	43710	2240				\$21.79	\$21.79
MTI DISTRIBUTING, INC	IRRIGATION WIRE	101	43710	2240				\$54.71	\$54.71
MTI DISTRIBUTING, INC	IRRIGATION REPAIR SUPPLIES	101	43710	2240				\$414.07	\$414.07
MTI DISTRIBUTING, INC	IRRIGATION CONTROLLER AND SUPPLIES	101	43710	2240				\$438.97	\$438.97
MULTICARE ASSOCIATES TWIN CITI	PRE-EMPLOYMENT TESTING	101	40210	3190				\$60.00	\$495.00
		101	40210	3190		006		\$435.00	
NAPA AUTO PARTS	SHOP SUPPLIES	701	46500	2180		001		\$87.89	\$87.89
NORTHERN ELECTRICAL CONTRACTOR	REPAIR POST ELECTRICAL OUTLET	101	43710	3190				\$187.69	\$187.69
NORTHERN ELECTRICAL CONTRACTOR	REPAIRS TO BUCHER PARK FROM PROJECT	459	43710	5300				\$739.52	\$739.52
NORTHWEST LANDSCAPE COMPANY	IRRIGATION REPAIR RED FOX ROAD CP 12-04	572	47000	5900				\$327.37	\$327.37
NORTHWEST LANDSCAPE COMPANY	IRRIGATION REPAIR RED FOX ROAD CP 12-04	572	47000	5900				\$2,397.47	\$2,397.47
NOW BIKES ARDEN HILLS	REVVING BIKE PREVENTATIVE MAINTENANCE	220	43800	2240		002		\$200.00	\$200.00
O'DAY EQUIPMENT, LLC	FUEL SUPPLY PARTS	701	46500	2180		001		\$119.75	\$119.75
OXYGEN SERVICE COMPANY	WELDING SUPPLIES	701	46500	2180		001		\$37.66	\$37.66
POWER SYSTEMS	GROUP FIT.EQUIP:RACKS-WTS-BANDS-STEPS	225	43530	2170				\$2,257.67	
POWERPLAN	SERVICE & REPAIR CHIPPER	701	46500	2220		002		\$300.51	\$468.51
		701	46500	3190		002		\$168.00	
PRESS PUBLICATIONS	ACCESS SHOREVIEW - AUGUST	101	40400	3390		003		\$270.30	\$270.30
PRESS PUBLICATIONS	FALL BULLET JOB AD	101	40210	3360		001		\$150.00	\$150.00
PRESS PUBLICATIONS	PRESCHOOL & POOL COORD AD	101	40210	3360		001		\$428.00	\$428.00
RAMSEY COUNTY	LAW ENFORCEMENT - SEPTEMBER	101	41100	3190				\$156,961.51	\$156,961.51
RICK JOHNSON DEER AND BEAVER I	DEER REMOVAL (2)	101	42200	3190		003		\$230.00	\$230.00
SHORT ELLIOTT HENDRICKSON, INC	ENVIRONMENTAL ASSESS-3339 VICTORIA	307	44100	4890				\$1,906.70	\$1,906.70
SIMPLEXGRINNELL LP	FIRE ALARM MONITORING SERVICE ANNUAL FEE	701	46500	4330		001		\$534.58	\$534.58
SOCIETY FOR HUMAN RESOURCE MGM	TCHRA CHAPTER MEMBERSHIP RENEWAL	101	40210	4330				\$180.00	\$180.00
SOLBREKK	UNIDESK SOFTWARE LICENSES & MAINT	422	40550	5800		007		\$5,025.80	\$7,614.84
		101	40550	3860		011		\$2,589.04	
ST. PAUL STAMP WORKS, INCORPOR	NAME BADGES - CASTLE AND HILL	101	40200	4890				\$22.45	\$22.45
T.A. SCHIFSKY & SONS, INCORPOR	ASPHALT	101	42200	2180		002		\$605.48	\$605.48
T.A. SCHIFSKY & SONS, INCORPOR	ASPHALT FOR SEWER REPAIR	602	45550	2280		002		\$352.61	
TESSMAN SEED CO	RAZOR BURN WEED KILLER	101	43710	2260				\$171.00	\$171.00
TOUSLEY FORD, INC	PARTS FOR UNIT 609	701	46500	2220		002		\$9.82	\$9.82
UNI FIRST CORPORATION	UNIFORM RENTAL	101	42200	3970		001		\$32.82	
		601	45050	3970		001		\$32.82	\$131.34
		602	45550	3970		001		\$32.82	
		603	45850	3970		001		\$16.44	
		701	46500	3970		001		\$16.44	
VAN PAPER COMPANY	TRASH BAGS FOR PARKS	101	43710	2110				\$80.54	\$80.54
WV NELSON CONSTRUCTION CORPORA	SIDEWALK FOR ADA COMPLIANCE COMMONS	405	43710	5300				\$4,960.00	\$4,960.00
YALE MECHANICAL INC	REPAIR AIR CONDITIONER LARSON HOUSE	101	43710	3190				\$727.78	\$727.78
YOCUM OIL COMPANY INC.	UNLEADED GAS	701	46500	2120		001		\$1,628.40	\$1,628.40
YOCUM OIL COMPANY INC.	UNLEADED GAS	701	46500	2120		001		\$3,045.96	\$3,045.96

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
YOCUM OIL COMPANY INC.	ON ROAD DESIEL	701	46500	2120		002	\$3,133.20	\$3,133.20
YOCUM OIL COMPANY INC.	OFF ROAD DESIEL	701	46500	2120		003	\$1,566.60	\$1,566.60
Total of all invoices:								\$232,238.45

Purchase Voucher

City of Shoreview
4600 Victoria Street North
Shoreview MN 55126

Voucher Number	36,985	RETURN CHECK TO TOM H
Vendor number	00054 1	2013
Vendor name	ARNT CONSTRUCTION CO INC	
Address	PO BOX 549 HUGO, MN 55038	

Date	Comment line on check	Invoice number	Amount
08-29-13	PMT 2 OWASSO ST RECONST PROJ 09-12	09-12-2	\$726,746.94

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

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

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

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

Cooperative purchasing venture consideration requirement does not apply.

Return to: _____

Account Coding	Amount
571 47000 5900	\$726,746.94

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$
Reviewed by: <u>Tom Hammitt</u> 9/3/13	(signature required) Tom Hammitt
Approved by: <u>Terry Schwerm</u>	(signature required) Terry Schwerm

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

Quote 1	
Quote 2	
Explanation if no quote received	

Purchase Voucher

City of Shoreview
 4600 Victoria Street North
 Shoreview MN 55126

Voucher Number	37,028		
Vendor number	01901 1	2013	
Vendor name	ALLIED WASTE SERVICES #899		
Address	PO BOX 9001154 LOUISVILLE, KY 40290-1154		

Date	Comment line on check	Invoice number	Amount
08-25-13	AUG ALLIED WASTE SERVICES	0899-002332276	\$29,633.12

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

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

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

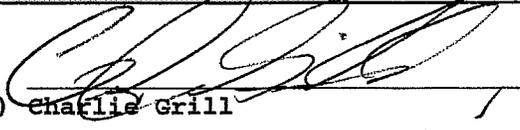
Purchase was made through another source. The state's cooperative purchasing venture was considered.

Cooperative purchasing venture consideration requirement does not apply.

Return to: _____

Account Coding	Amount
210 42750 3190	\$29,633.12

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	37,168
Vendor number	01276 1 2013
Vendor name	HEALTH PARTNERS
Address	NW 3600 PO BOX 1450 MPLS MN 55485-3600

Date	Comment line on check	Invoice number	Amount
09-05-13	HEALTH INSURANCE: OCTOBER 2013	44404622/44404623	\$48,006.20

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

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

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

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

Cooperative purchasing venture consideration requirement does not apply.

Return to: _____

Account Coding	Amount
101 20410	\$47,556.45
101 20411	\$449.75

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

Reviewed by: J Kuschel
 (signature required) Jodee Kuschel

Approved by: 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	36,962
Vendor number	01337 2 2013
Vendor name	RAMSEY COUNTY
Address	90 PLATO BLVD W. PO BOX 64097 ST. PAUL MN 55164-0097

Date	Comment line on check	Invoice number	Amount
09-03-13	LAW ENFORCEMENT - SEPTEMBER	SHRFL-001242	\$156,961.51

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

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

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

Cooperative purchasing venture consideration requirement does not apply.

Account Coding	Amount
101 41100 3190	\$156,961.51

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

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

Quote 1	
Quote 2	
Explanation if no quote received	

LICENSE APPLICATIONS

Moved by Councilmember

Seconded by Councilmember

To approve the License Applications as listed on the attached report dated September 16, 2013.

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

September 16, 2013
Regular Council Meeting

CITY OF SHOREVIEW - LICENSE APPLICATIONS
September 16, 2013

<u>LICENSE #</u>	<u>BUSINESS NAME</u>	<u>TYPE</u>
2013-00061	Regnier Tree Service	Tree Trimmer

The above licenses are recommended for approval:



License/Permit Clerk

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to approve Resolution No. 13-81 reducing the following escrows:

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

4944 Turtle Lane E	Plaza Home Inc	\$ 1,000.00
4732 Cumberland St	Accent Homes	\$ 3,000.00
5131 Alameda St	Scheiber Inc	\$ 1,000.00
800 County Road I	Alan Woldt	\$ 3,000.00
4867 Nottingham Pl	TJB Homes	\$ 3,000.00
646 Dale Ct S	JB Hoffman Homes Inc	\$ 500.00
3836 Lexington Ave	TCF Bank	\$ 8,250.00

ROLL CALL: AYES _____ NAYS _____

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

REGULAR COUNCIL MEETING
SEPTEMBER 16, 2013

TO: MAYOR, CITY COUNCIL, CITY MANAGER
FROM: THOMAS L. HAMMITT
SENIOR ENGINEERING TECHNICIAN
DATE: SEPTEMBER 12, 2013
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.

4944 Turtle Lane E	Erosion completed
4732 Cumberland St	Erosion & grading cert completed
5131 Alameda St	Erosion completed
800 County Road I	Erosion & grading cert completed
4867 Nottingham Pl	Erosion & grading cert completed
646 Dale Ct S	Erosion completed
3836 Lexington Ave	Erosion & landscaping completed

RECOMMENDATION

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

4944 Turtle Lane E	Plaza Home Inc	\$ 1,000.00
4732 Cumberland St	Accent Homes	\$ 3,000.00
5131 Alameda St	Scheiber Inc	\$ 1,000.00
800 County Road I	Alan Woldt	\$ 3,000.00
4867 Nottingham Pl	TJB Homes	\$ 3,000.00
646 Dale Ct S	JB Hoffman Homes Inc	\$ 500.00
3836 Lexington Ave	TCF Bank	\$ 8,250.00

PROPOSED

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

HELD SEPTEMBER 16, 2013

* * * * *

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota was duly called and held at the Shoreview City Hall in said City on September 16, 2013 at 7:00 p.m. The following members were present:

and the following members were absent:

Member introduced the following resolution and moved its adoption.

RESOLUTION NO. 13-81

**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:

4944 Turtle Lane E	Plaza Home Inc	\$ 1,000.00
4732 Cumberland St	Accent Homes	\$ 3,000.00
5131 Alameda St	Scheiber Inc	\$ 1,000.00
800 County Road I	Alan Woldt	\$ 3,000.00
4867 Nottingham Pl	TJB Homes	\$ 3,000.00
646 Dale Ct S	JB Hoffman Homes Inc	\$ 500.00
3836 Lexington Ave	TCF Bank	\$ 8,250.00

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

and the following voted against the same:

PROPOSED MOTION

MOVED BY COUNCIL MEMBER _____

SECONDED BY COUNCIL MEMBER _____

To approve the Site and Building Plan review application submitted by Terrace Apartments Company to demolish an existing garage and construct in its place a new garage between the apartment buildings at 3505 and 3525 Owasso St., and to authorize execution of the development agreements.

This approval is subject to the following:

1. The project must be completed in accordance with the submitted site and building plans. Any significant changes to these plans, as determined by the City Planner, will require review and approval by the Planning Commission and the City Council.
2. The approval will expire after one year if a building permit for the project has not been issued and construction has not commenced.
3. This approval permits the construction of a 7,100 square foot garage to be used for tenant vehicle parking between the apartment buildings at 3505 and 3525 Owasso St.
4. Approval of the final grading, drainage, and erosion control plans by the Public Works Director, prior to the issuance of a building permit for this project. These plans shall include the practices used for treatment of stormwater runoff.
5. 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.
6. The Building Official is authorized to issue a building permit for the project, upon satisfaction of the conditions above.

This approval is based on the following findings of fact:

1. The proposed land use is consistent with the designated Residential (8-20 units per acre) land use of the Comprehensive Plan.

2. The proposed development complies with the standards identified in the City's Development Code.
3. The proposed improvements meet the spirit and intent of the Comprehensive Plan and the Development Code.

ROLL CALL: AYES _____ NAYS _____

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

Regular City Council Meeting
September 16, 2013

t:/2013pcf/2494-13-21 3505-3525 owasso st tycon/ccmotion

TO: Mayor, City Council, City Manager

FROM: Rob Warwick, Senior Planner

DATE: September 11, 2013

SUBJECT: File 2494-13-21, Site and Building Plan Review, Midland Terrace Apartment/Tycon Companies – 3505/3525 Owasso Street (Midland Terrace)

Introduction and Background

Tycon Companies has submitted a Site and Building Plan Review application for improvements to the parking shared by several of the apartment buildings in the complex. The project includes the removal of an existing 22-stall detached garage, and replacing that structure with a new 32-stall detached garage. The parking area surrounding the detached garage that separates the two apartment buildings will be repaved, including new curb and gutter.

Midland Terrace is a 420-unit apartment complex constructed between 1967 and 1970 by Tycon Companies. The complex consists of 10 three story buildings, each with 42 apartments, with an 11th apartment building now under construction. Parking for the 420 existing apartments is provided through a combination of outdoor parking areas surrounding the buildings, and 11 detached garages situated throughout the complex. There are a total of 235 stalls of enclosed parking now in the complex.

In 2012, the applicant received City approvals for the removal of a deteriorated commercial center, re-alignment of Owasso St., and construction of a new apartment building, all in the NW corner of the complex. Work on the street realignment will be completed this fall, and construction on the apartment has commenced. The new apartment project includes underground and surface parking for residents of that new building.

Project Description

The existing garage is 42-feet by 110-feet with 22 stalls, each with an overhead door. The stalls will be used for vehicle parking only. This structure will be removed, and a new 42.67-foot by 166.5-foot garage constructed in the same location. The new garage will have 31 stalls for tenant parking and one stall dedicated for refuse and recycling dumpsters, and has a shingled hip roof, and cedar siding to match the finish of the apartment buildings.

The existing pavement of the surface parking lot around the garage will be removed and replaced. The affected area for this repaving is approximately 37,400 square feet, including the proposed 7,100 sq. ft. garage. The existing pre-fab concrete parking stops will be replaced with surmountable curb along the west section of the lot and with barrier curb along all other parking area boundaries.

Please see the attached plans.

Comprehensive Plan

The Planned Land Use of the property is designated *Residential, 8 – 20 Units/Acre* in the Land Use Chapter of the Comprehensive Plan. The Planned Land Use of adjoining properties are *Railroad* on the north, *Light Industrial* on the east, *Low-Density Residential* on the south, and *Institutional* across Victoria Street. Staff believes the proposed improvements are consistent with the Planned Land Use designation, and that they improvements also further the policies outlined in the Housing Chapter of the Plan.

Development Code Requirements

The property is located in the R-3 Multi-Dwelling Residential District, where apartment buildings are permitted.

The Site and Building Plan Review can be approved provided the proposed use is a permitted use, compliant with the standards and criteria of the Development Ordinance, and that the use is in harmony with the general purposes and intent of the Development Ordinance and the Comprehensive Plan.

Staff Review

In 1967 the City approved development of the apartment complex, and reviewed the proposal as a planned unit development, rather than a strict R-3 proposal. At the time, there was not a formal PUD designation codified, but the concept was employed for the overall development, so the plat approved the location and design of the 10 apartment buildings, 11 detached garages, and an area of the northwest corner reserved for retail development. The approval did not consider setbacks from property lines. At the time, Owasso Street was a private street constructed to serve and provide access for residents of the complex. The street was accepted by the public in the late 1990s.

Buildings in the complex are constructed across lot lines, and do not conform to the current front setback requirements, including the detached garage that is proposed for reconstruction. The garage proposed for reconstruction will be located at the same setback from the street/front lot line as the existing garage, and the expansion, while across a property line, remains generally in conformance with the plan approved for the site.

Parking

The garage will be increased in length to provide added indoor parking stalls. The number of parking stalls in this area of the complex will remain the same (101 stalls), with the number of enclosed stalls increasing by 9, while outdoor stalls will decrease by 9 stalls. See the applicant's statement.

The current regulations for parking in the R-3 District require 2 stalls per unit, one of which is fully enclosed, and guest parking at a rate of 0.5 stalls per unit. For the complex, a total of 1050 stalls, including 420 enclosed stalls, would be required. The plan approved in 1967 showed a

total of 745 stalls, including 210 fully enclosed. The applicant reports that the complex now includes 235 indoor stalls. Worn pavement markings make an accurate evaluation of the outdoor stalls quite difficult, however there appear to be more stalls now than shown on the 1967 plan, but less than required to comply with the current Code standard. The proposed garage will move the parking towards compliance since the total stalls will not be reduced and the number of fully enclosed stalls will increase to 244 stalls.

Architectural Design

The apartment buildings and garages in the complex are designed with mansard roof styles (see attached photo of existing garage). The proposed garage is designed with a shallow hip roof, and cedar siding, matching the apartments. Staff believes that this variation in building design will not affect the aesthetics of the complex.

Impervious Coverage and Stormwater Management

There will be no change to impervious coverage with the proposed improvements. A maximum 65% lot coverage is permitted in the R-3 District. This portion of the complex appears to comply, with about 61% impervious for the areas surrounding the 4 south-westerly apartment buildings, and not including the area of the wetland/pond.

Since there is no change to the impervious area, Code does not require any stormwater management improvements. In this older development, stormwater is now discharged directly into the pond. The paving portion of the project will allow modifications to the drainage pattern, and so the applicant and staff have discussed stormwater management practices that will aid improving the quality of runoff, including filter strips and a wetland buffer. The high water table precludes establishing infiltration basins and rain gardens in this area as management practices. A specific plan has not yet been presented for City review, but is being prepared. The plan will employ filter strips along the margins of the parking area. Staff expects that the plan developed for this improvement will be implemented throughout the complex as garage and parking improvements continue to be made in the future, as the applicant is committed to improving the quality of the pond.

Comment

The City Engineer commented that rain gardens are not a feasible option here, and suggests using filter strips and/or a wetland buffer to treat runoff from the parking area.

The Fire Marshall had no comment.

Property owners within 350 feet of the complex were notified of the application. One telephone caller requested that construction traffic be routed north to Victoria St., not south to Harriet Ave. The applicant has identified that Victoria will be used for construction vehicles.

Planning Commission

The application was reviewed by the Planning Commission at their August 27, 2013 meeting.

The Commission discussed stormwater management practices, and parking. Since the owner expects to make this type of improvement sequentially throughout the complex, the Commission

believes it is appropriate for the owner to update the original approval, which was based on a PUD, but which occurred before codification of a PUD review process by the City. This could address structure locations, parking and stormwater concerns in a holistic manner, rather than in a piecemeal fashion as each parking area and garage is improved. The Development Agreement includes a provision that requires a master plan, preferably utilizing rezoning the complex to PUD, prior to submittal of another land use application for the complex. The apartment building that is now under construction is in the PUD District.

The Commission unanimously (6-0) recommended approval of the application to the City Council.

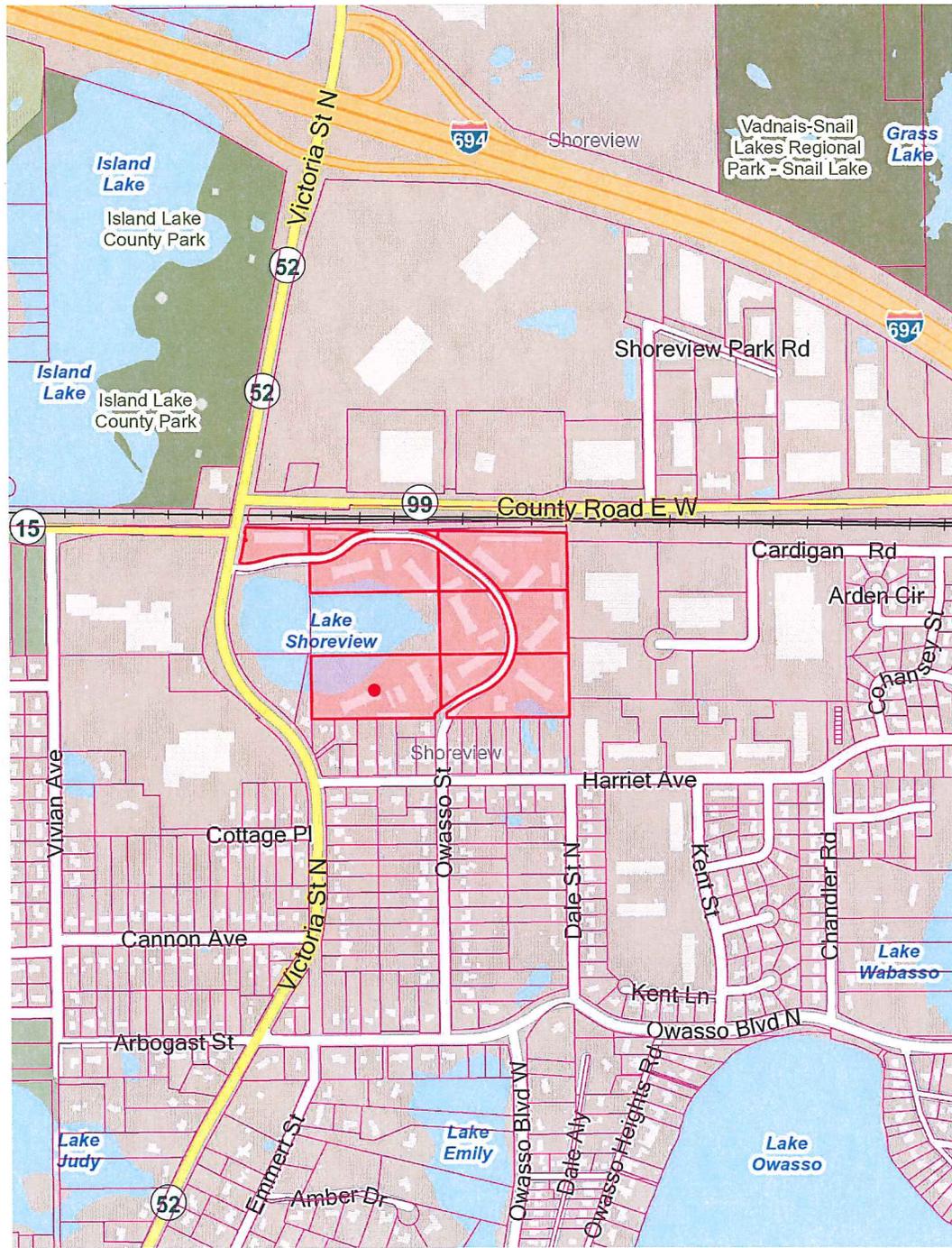
Recommendation

Staff and the Planning Commission have reviewed the application and find the application meets the requirements of Code and so recommend approval by the City Council, and that the Council authorize execution of the development agreements, subject to the following conditions:

1. The project must be completed in accordance with the submitted site and building plans. Any significant changes to these plans, as determined by the City Planner, will require review and approval by the Planning Commission and the City Council.
2. The approval will expire after one year if a building permit for the project has not been issued and construction has not commenced.
3. This approval permits the construction of a 7,100 square foot garage to be used for tenant vehicle parking between the apartment buildings at 3505 and 3525 Owasso St.
4. Approval of the final grading, drainage, and erosion control plans by the Public Works Director, prior to the issuance of a building permit for this project. These plans shall include the practices used for treatment of stormwater runoff.
5. 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.
6. The Building Official is authorized to issue a building permit for the project, upon satisfaction of the conditions above.

Attachments:

1. Location Map
2. Applicant's Statement and Submitted Plans
3. Existing Detached Garage, photo
4. Comments
5. Development Agreements
6. Proposed Motion



Legend

- Parcel Points
- Parcel Boundaries
- County Borders

1,689.1 0 844.57 1,689.1 Feet



1: 10,135

NAD_1983_HARN_Adj_MN_Ramsey_Feet

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Notes

Enter Map Description





CONCRETE • MASONRY • EXCAVATING • GENERAL CONTRACTING

TO: CITY OF SHOREVIEW - Department of Community Development
FROM: Curt Strandlund/kje
DATE: August 9, 2013
SUBJECT: 3529 Owasso Street, Shoreview, MN 55126

Classic Construction, Inc. has been retained by Midland Terrace Properties to reconstruct an existing one story parking garage and associated adjacent existing bituminous paving areas. The proposed reconstructed garage will add 10 additional enclosed stalls. The total existing parking stalls, serving the apartments at this location, will remain the same with this project. The new building will also have an enclosed trash room for garage and recycling. This new building will be constructed with similar materials as the existing building. It will have a shingled hip roof, cedar siding and metal overhead doors. The building will be built on a poured foundation wall with frost footings and will have a concrete floor system. Along with the reconstruction work for the parking garage, the existing adjacent bituminous drive and parking stalls shall be reconstructed with new 4" nominal asphaltic paving. The proposed reconstruction work will not add any additional impervious area.

The main purpose of this proposed project is to rebuild an aging garage and adjacent paving area to better serve the apartment renters and to continue with the owner commitment of improving the existing facilities.

Along with this memo we have submitted preliminary plans of the proposed reconstruction for your review and consideration. Should any question or other information be needed, please contact us at your convenience.

Thanks.

Rosa Architectural Group Inc.

1084 Sterling Street
 St. Paul, Minnesota 55119
 tel: 651-739-7988
 fax: 651-739-3165

MIDLAND TERRACE APARTMENTS PARKING GARAGE RECONSTRUCTION STUDY

SHOREVIEW, MN

CLASSIC CONSTRUCTION

PH: 763-434-8870
 18542 ULYSSES ST. NE
 EAST BETHEL, MN

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 UNDER THE LAWS OF THE STATE OF MINNESOTA.

PRINT NAME: _____
 SIGNED: _____
 DATE: _____ REG. NO. _____

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 ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

PRINT NAME: _____
 SIGNED: _____
 DATE: _____ REG. NO. _____

PROJECT NUMBER: 21324
 DATE: AUG 20, 2013
 DRAWN BY: JL
 CHECKED BY: RR
 REVISIONS: _____

PLANS & ELEVATIONS

A1



1 AERIAL PERSPECTIVE SITE PLAN STUDY
 1" = 30'-0" APPROX. (ON 24x36 SIZE PAPER)

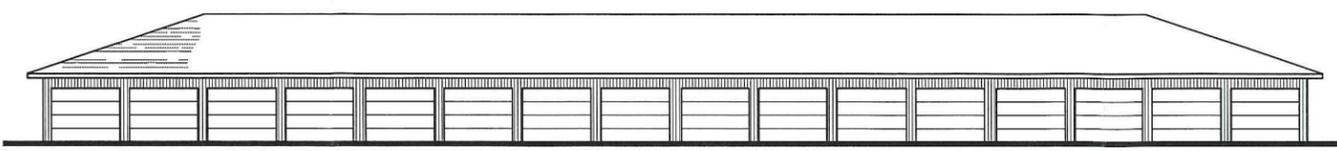
AREA OF CALCULATION FOR IMPERVIOUS SURFACES

PARKING

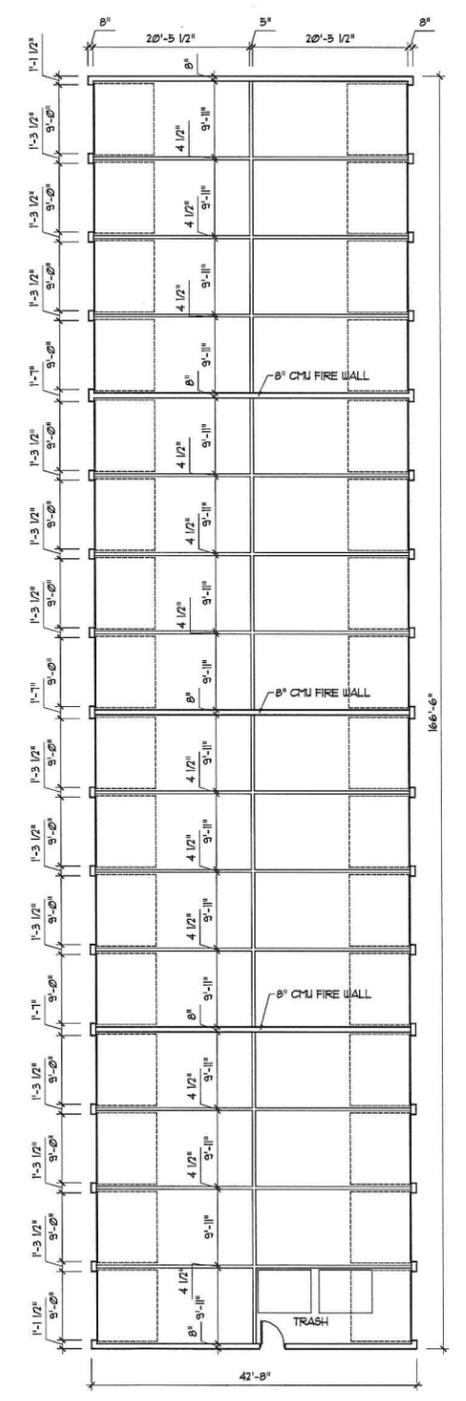
- EXISTING PARKING W/ EXISTING GARAGE = 101 STALLS
 - EXISTING PARKING W/ NEW GARAGE = 101 STALLS
 - EXISTING PARKING WITH EXISTING GARAGE IMPERVIOUS AREA = 37,398 SF.
 - EXISTING PARKING WITH REMODELED GARAGE IMPERVIOUS AREA = 37,398 SF.
- NO ADDITIONAL IMPERVIOUS SURFACE AREA IS CREATED WITH THE REMODEL PROJECT.



3 PROPOSED SIDING ELEVATION STUDY
 3/32" = 1'-0" (ON 24x36 SIZE PAPER)



4 PROPOSED SIDING ELEVATION STUDY
 3/32" = 1'-0" (ON 24x36 SIZE PAPER)



2 PROPOSED FLOOR PLAN STUDY
 3/32" = 1'-0" (ON 24x36 SIZE PAPER)

Detached Garage, Aerial View

Legend



193.3 0 96.64 193.3 Feet

NAD_1983_HARN_Adj_MN_Ramsey_Feet
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Notes

Enter Map Description



Existing Garage, 3505/3525 Owasso St., Midland Terrace Apartments



Robert Warwick <rwarwick@shoreviewmn.gov>

3505/3525 Owasso St tear down and rebuild garage

Tom Wesolowski <twesolowski@shoreviewmn.gov>
To: "WARWICK, ROBERT" <rwarwick@shoreviewmn.gov>

Thu, Aug 22, 2013 at 12:50 PM

Rob,

Would be good to provide some treatment to the water that runs off the parking lot towards Shoreview Lake. I talked with the Max from Tycon and there is a very high groundwater table in that area, so a rain garden/biofiltration area is not feasible. I talked to Max about installing a 25-30-foot deep grass filter strip along with width of the parking lot that drains towards the lake and sent him information about grass filter strips. A buffer zone of native plantings between the grass filter strip and the lake would also help treat the water runoff from the parking area.

Please contact me if you have any questions.

Thank you,

—

Tom Wesolowski, P.E.
City Engineer
City of Shoreview
twesolowski@shoreviewmn.gov
Direct Tel: 651-490-4652
Fax: 651-490-4696



Robert Warwick <rwarwick@shoreviewmn.gov>

File No. 2494-13-21

Rick Current <rcurrent@ljfd.org>

Wed, Aug 21, 2013 at 2:43 PM

Reply-To: rcurrent@ljfd.org

To: Robert Warwick <rwarwick@shoreviewmn.gov>

Rob,

I have no comments on the new garage install at Midland Terrace. Looks good.

Thanks,

Rick Current

Fire Marshal

Lake Johanna Fire Department

651-481-7024

**SITE DEVELOPMENT AGREEMENT
TYCON COMPANIES/MIDLAND TERRACE APARTMENTS
3505/3525 OWASSO STREET**

(I) THIS AGREEMENT is made and entered into by and between the City of Shoreview, a municipal corporation and political subdivision of the State of Minnesota (hereinafter the "City") and Tycon Company, d/b/a Midland Terrace Apartment Company, their successors and assigns (hereinafter the "Developer").

(II) On September 16, 2013 the City gave approval to develop certain property located at 3505 and 3525 Owasso Street, within the City and legally described as follows (hereinafter the "subject property"):

Subject To Roads, Vacated Emmert St And the West 1/2 Of Vacated Owasso Avenue Adjacent
And Lot 14, AND
Subject To Roads, the E 1/2 Of Vacated Owasso Ave And All Of Vacated Kieffer St. Both
Adjacent And Lot 3,
all in Owasso Park, Ramsey County Minnesota

(This property is more commonly known as 3505 and 3525 Owasso Street)

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

- A. To make certain improvements to the subject property.
- B. To provide the City with a form of surety, approved by the City's Attorney, insuring completion of any required improvements, which remain incomplete at the time of the Developer's request for final site and building approval.
- C. To follow certain procedures, as determined by the City, to control soil erosion during the development of the subject property.

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

- A. **Improvements.** All improvements shall be constructed in accordance with the approval of the City Council, the City's ordinances and regulations and pursuant to approved plans and specifications. All requirements attached to said project by the City's Council on September 16, 2013, as conditions of the site and building plan review approval, are to be satisfied whether or not identified in this document.
- B. **Erosion Control.** An Erosion Control Plan/Storm Water Pollution Prevention Plan (SWPPP) shall be prepared under the seal of a Registered Professional Engineer on behalf of the Developer and shall be submitted to the Public Works Director. The Developer

agrees to comply with the recommendations of the Public Works Director for the subject property and shall incorporate these recommendations in to the plans and specifications. *No site grading shall occur prior to the installation of approved erosion control measures and execution of required agreements and submission of sureties.*

The Developer shall enter into an Erosion Control Agreement with the City and shall deposit an amount equal to the estimated cost of complying with the erosion control regulations before issuance of a grading permit. **The Erosion Control Deposit shall be in the amount of \$3,000.**

- D. **Maintenance of Utilities.** The Developer is responsible for locating and accommodating any and all private utilities on this site. The City will not locate private utilities. The stormwater management infrastructure is a part of the private utilities located on the Subject Property. Private utilities include storm sewer, storm ponding and infiltration basins, sanitary sewer service, and the water main service. All utilities on the site are private, including those located within any public drainage and utility easement. No utility connections are proposed or permitted for this project.
- E. **Other Permits.** The applicant is subject to the NPDES permitting requirements, and shall demonstrate compliance before any City permits are issued for this site.
- F. **Stormwater Management.** All stormwater management infrastructure on the site is private, shall utilize stormwater best management practices, and be designed to minimize the need for maintenance and reduce the chance of failure.
- (1) The Developer shall implement storm water management practices that shall include filtration strips along the margins of the new parking areas, as shown on the plans prepared by Charles Plowe, P.E., and these shall be completed by September 15, 2014. A surety of \$5,000.00 shall be submitted to insure these practices are installed as required.
- G. **All Costs Responsibility of Developer.** The Developer agrees to pay for all costs incurred of whatever kind or nature in order to construct the improvements required by the City's regulations. The City shall not be obligated to pay the Developer or any of its agents or contractors for any costs incurred in connection with the construction of the improvements, or the development of the property. The Developer agrees to hold the City harmless from any and all claims of whatever kind or nature which may arise as a result of the construction of the improvements, the development of the property or the acts of the Developer, its agents or contractors in relationship thereto.
- H. **Special Development Terms.** The project is subject to the following conditions as approved by the City Council on September 16, 2013:

1. The project must be completed in accordance with the submitted site and building plans. Any significant changes to these plans, as determined by the City Planner, will require review and approval by the Planning Commission and the City Council.
 2. The approval will expire after one year if a building permit for the project has not been issued and construction has not commenced.
 3. This approval permits the construction of a 7,100 square foot garage to be used for tenant vehicle parking between the apartment buildings at 3505 and 3525 Owasso St.
 4. Approval of the final grading, drainage, and erosion control plans by the Public Works Director, prior to the issuance of a building permit for this project. These plans shall include the practices used for treatment of stormwater runoff.
 5. 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.
 6. The Building Official is authorized to issue a building permit for the project, upon satisfaction of the conditions above.
- I. **Construction Management.** The Developer and its contractors and subcontractors shall work to minimize impacts from construction on the surrounding neighborhood by:
1. 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 and property owner.
 2. 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 parking of construction vehicles or employee vehicles shall occur along Owasso Street or Harriet Avenue. No fill, excavated material or construction materials shall be stored in the public right-of-way.
 3. 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.

4. **Site Maintenance.** The developer shall ensure 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. Developer shall sweep Owasso Street on a weekly basis or more frequently as directed by the City Engineer until the site is established. The City does not sweep streets for private development projects. Developer must have a contract with a water-discharge broom apparatus.

- J. **Master Plan.** The developer and City agree that the existing apartment complex does not comply with current City requirements for structure setback, parking, and stormwater management. Concurrent with submittal of any future land use application for City review and approval, developer will prepare and submit a master plan for the complex that addresses setback, parking, and stormwater management. The preferred method of this master plan would entail rezoning the complex to Planned Unit Development.

- K. **Default** The occurrence of any of the following after written notice from the City and thirty (30) days to cure (or such longer period as may be reasonable) shall be considered an “Event of Default” in the terms and conditions contained in this Agreement:
 1. The failure of the Developer to comply with any of the terms and conditions contained in this agreement;

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

- L. **Remedies** Upon the occurrence of an Event of Default, the City, in addition to any other remedy, which may be available to it, shall be permitted to do the following:
 1. City may make advances or take other steps to cure the default, and where necessary, enter the subject property for that purpose. The Developer shall pay all sums so advanced or expenses incurred by the City upon demand, with interest from the dates of such advances or expenses at the rate of 10% per annum. No action taken by the City pursuant to this section shall be deemed to relieve the Developer from curing any such default to the extent that it is not cured by the City or from any other default hereunder. The City shall not be obligated, by virtue of the existence or exercise of this right, to perform any such act or cure any such default.

 2. 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.

3. 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.
4. Exercise any other remedies, which may be available to it, including an action for damages.
5. Withhold the issuance of a building permit and/or prohibit the occupancy of any building(s) for which permits have been issued.

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

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

Approved by the City Council of Shoreview, Minnesota, this 16th day of September 2013.

TYCON COMPANY

CITY OF SHOREVIEW

Sandra C. Martin, Mayor

Title

Terry Schwerm, City Manager

T:/pcf2013/2494-13-21 tycon development agree.doc

**EROSION CONTROL ESCROW AGREEMENT
TYCON COMPANIES/MIDLAND TERRACE APARTMENTS
3505/3525 OWASSO STREET**

(A) THIS AGREEMENT is made and entered into by and between the City of Shoreview, a municipal corporation of the State of Minnesota (hereinafter the "City"), and Tycon Company, d/b/a Midland Terrace Apartment Company, its successors and assigns (hereinafter the "Developer").

(B) The City and the Developer have executed a Site Development Agreement that obligates the Developer to control soil erosion during the development of the subject property. To secure erosion control during the development of this site, the Developer has submitted a financial surety, in a form approved by the Public Works Director, to the City of Shoreview in the amount of **\$3,000.00**. The Developer has submitted this financial surety to the City on the following conditions:

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

(C) The Developer agrees to reimburse the City at a rate of \$55.00 per hour for each hour or fraction thereof used by a City employee in the administration of the Escrow Agreement. The

Tycon Comp./Midland Terrace Apartments
3505/3525 Owasso St.
Page 2

obligations imposed by this paragraph shall commence on the date of execution of the Escrow Agreement by the Developer.

IN WITNESS WHEREOF, the City and the Developer have executed this agreement this 16th day of September 2013.

TYCON COMPANY

CITY OF SHOREVIEW

Sandra C. Martin, Mayor

Its

Terry Schwerm, City Manager

T:/pcf2013/2494-13-21 tycon erosion control agree.doc

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to approve the attached Employment Agreement between the City of Shoreview and Terrance C. Schwerm, City Manager, and authorize the Mayor to execute said Agreement.

ROLL CALL: AYES _____ NAYS _____

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

Regular Council Meeting
September 16, 2013

MEMORANDUM

Date: September 12, 2013
To: CITY COUNCIL
From: Sandy Martin, Mayor
Re: City Manager Employment Agreement

Background

When the current City Manager was hired in 1993, an Employment Agreement was signed which outlined the basic terms of his employment. This agreement was revised by the City Council in 1998 and 2001. Minor modifications were made when the contract was renewed for 2008.

Discussion

The current contract will reach the end of its original term at the end of this year. This was a six-year contract. The parties have expressed an interest in renewing the current agreement with a few modifications. The new contract term would be from October 1, 2013 through December 31, 2019. The use of the term "vacation and personal leave" was replaced with "annual leave" to be consistent with City policies. In addition, the earning amount was adjusted to reflect a small change that was made to the City policy in 2010. The car allowance was increased to \$475 to reflect the realities of gas prices, vehicle and maintenance costs. Lastly, a paragraph was added regarding a City contribution to deferred compensation.

The revised contract is attached for your review and information.

EMPLOYMENT AGREEMENT

This Agreement is made on the ___th day of September, 2013 between Terrance C. Schwerm, "Employee," and the City of Shoreview, the "City."

PRELIMINARY STATEMENT

The City Council desires to employ Terrance C. Schwerm as City Manager. The purpose of this Agreement is to set forth the terms and benefits of employment. This Agreement supersedes the previous Employment Agreement dated September 17, 2007.

NOW, THEREFORE, in consideration of the mutual undertakings contained in this Agreement, the City and Employee agree as follows:

1. Employment and Duties

The City shall employ the Employee as City Manager to perform those duties specified in State Statute and such other lawful duties as the City Council shall assign from time to time.

The Employee shall provide services to the City consistent with this Agreement.

2. Term

The term of this Agreement shall be from October 1, 2013 through December 31, 2019 except as otherwise provided. However, nothing in this Agreement shall prevent the City Council by a majority vote of all its members from discharging the Employee at will.

This Agreement shall be automatically extended on the same terms for additional two year periods at the end of the term.

3. Termination and Severance Pay

The Employee may be discharged only by a majority vote of the entire City Council.

If the Employee is discharged during such time that the Employee is willing and able to perform the duties of City Manager, the City shall pay the Employee a lump sum cash payment equal to six months aggregate salary; provided that, if the Employee is discharged because of a conviction for any illegal act involving personal gain, gross misconduct, or

failure to perform statutory duties, the Employee shall not be entitled to any lump sum payments whatever.

The Employee shall give the City Council one month advance written notice of his voluntary separation from the City.

4. Salary

The City shall pay Employee an annual base salary within the range established in the City of Shoreview Job Classification and Pay Plan. Said salary to be paid in installments at the same times as other employees of the City are paid. After that time, when salaries of other City employees are adjusted for cost of living increases by the City Council, the Employee salary shall automatically be adjusted. Additional compensation and other benefits of the Employee shall be reviewed and adjustments made as the City Council deems appropriate.

5. Car Allowance

The City shall provide Employee with a car allowance of \$475 per month.

6. Dues and Subscriptions

The City shall budget for and pay the professional dues and subscriptions of the Employee reasonably necessary for his continuation and participation in national, regional, state and local associations and organizations devoted to the professional growth and advancement of municipal affairs, and the benefit of the Community.

7. Professional Development

City shall budget for and pay the travel and subsistence expenses of Employee for professional and official travel, meetings, and occasions adequate to continue the professional development of Employee and to adequately pursue necessary official and other functions for the City, as approved by the Council. These functions generally include but are not limited to the Annual Conference of International City Management Association, State Manager's Conference, the League of Minnesota Cities, and such other national, regional,

state, and local governmental groups and committees which Employee serves as a member, as approved by the City Council.

Subject to approval by the Council, the City shall budget for and pay travel and subsistence expenses of Employee for short courses, institutes, and seminars that are necessary for professional development and for the good of the City.

8. Annual Leave

The Employee shall accrue and receive annual leave at the rate of 26.25 days per year. The Employee may, at his option, contribute the value of up to 10 days of annual leave to the ICMA RC or similar deferred compensation plan offered by the City.

9. Disability, Health, and Life Insurance

City shall provide health, long and short term disability, life insurance and dental insurance for Employee and dependents equal to that which is provided to all other City employees.

10. Deferred Compensation

The City shall make an annual contribution to the City's deferred compensation program on behalf of Employee. Said contribution will be made in December of each year. For 2013, the City contribution shall be four-thousand dollars (\$4000) or one-half of the Employee contribution, whichever is less. The City contribution for years thereafter shall be two-thousand eight hundred dollars (\$2,800) or one-half of the Employee contribution, whichever is less.

11. Other Terms and Conditions of Employment

The City Council may fix, from time to time, such other terms of employment provided such terms are not inconsistent with or in conflict with the provisions of this Agreement, or any other law.

All other provisions and regulations and rules of City relating to annual leave; retirement and pension systems contributions; holidays; and other fringe benefits and working conditions shall apply to Employee as they would to other employees of the City, in

addition to said benefits enumerated specifically for the benefit of Employee, and except as herein provided.

12. General Provisions

The text herein shall constitute the entire Agreement between the parties.

This Agreement shall be binding upon and inure to the benefit of the heirs at law and executors of the Employee.

If any provision, or portion thereof, contained in this Agreement is held to be unconstitutional, invalid, or unenforceable, the remainder of this Agreement, or portion thereof, shall be deemed severable, shall not be affected, and shall remain in full force and effect.

IN WITNESS WHEREOF, the City of Shoreview has caused this Agreement to be signed and executed in its behalf by its Mayor, and duly attested by its Deputy City Clerk, and the Employee has signed and executed this agreement, both in duplicate, the day and year first above written.

Sandra C. Martin, Mayor

Date

Terrance C. Schwerm, City Manager

Date

Terri Hoffard, Deputy City Clerk

Date

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

To approve Resolution 13-83 adopting Change Order Nos. 1 and 2 for the Bucher Park Renovation Project.

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

Regular Council Meeting
September 16, 2013

TO: MAYOR AND COUNCILMEMBERS

**FROM: TERRY SCHWERM
CITY MANAGER**

DATE: SEPTEMBER 12, 2013

**SUBJECT: APPROVAL OF CHANGE ORDER NOS. 1 AND 2—BUCHER PARK RENOVATION
PROJECT**

INTRODUCTION

At its April 1, 2013 meeting, the City Council approved Resolution 13-37 awarding the bid for the Bucher Park Renovation Project. The City Council is being asked to approve Change Order Nos. 1 and 2 for this project.

BACKGROUND

In April, the City Council awarded the bid for the Bucher Park Renovation Project to Odessa II Construction in the amount of \$449,751. The project included a complete renovation of the park including the construction of a new entry plaza, playground areas, ballfield plaza and the addition of two new picnic shelters in the park. In addition, soccer fields were regraded and seeded; and drain tile was installed in the soccer field and baseball fields. Trails were also modified and extended throughout Bucher Park and along Mackubin Street.

The Council is being asked to approve Change Order Nos. 1 and 2 for this project. The first change order included contract adds for additional concrete and soil correction work, as well as deducts for lower quantities of asphalt, sod, and turf seed. The net addition for Change Order No. 1 was \$987.00. Change Order No. 2 totaling \$29,900 is for the installation of additional irrigation in the park that was necessary to insure the maintenance of new landscaping and turf in many areas of the park. These two additions bring the total project cost to \$480,638. Funding is from the City's Capital Improvement Fund.

RECOMMENDATION

Based on the foregoing information, it is recommended that the City Council approve Resolution 13-83 approving Change Order Nos. 1 and 2 for the Bucher Park Renovation Project.

**EXTRACT OF MINUTES OF MEETING OF THE
CITY COUNCIL OF SHOREVIEW, MINNESOTA
HELD SEPTEMBER 16, 2013**

* * * * *

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota was duly called and held at the Shoreview City Hall in said City on September 16, 2013 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. 13-83

**APPROVING CHANGE ORDER NOS. 1 AND 2
BUCHER PARK RENOVATION PROJECT**

WHEREAS, on April 1, 2013, the City Council awarded a contract for the Bucher Park Renovation Project to Odessa II Construction; and

WHEREAS, the original contract amount is \$449,751; and

WHEREAS, Change Order No. 1, in the amount of \$987 and Change Order No. 2 in the amount of \$29,900, have been proposed in order to address changes or modifications to the original contract.

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

1. That Change Order No. 1 in the amount of \$987.00 and Change Order No. 2 in the amount of \$29,900.00, resulting in a revised contract amount of \$480,638 are hereby approved.

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

And the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted the 16th day of September, 2013.

STATE OF MINNESOTA)

COUNTY OF RAMSEY)

CITY OF SHOREVIEW)

I, the undersigned, being the duly qualified City Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council on the 16th day of September, 2013, with the original thereof on file in my office and the same is full, true and complete transcript therefrom insofar as the same relates to the approval of Change Order Nos. 1 and 2 for the Bucher Park Renovation Project.

WITNESS MY HAND officially as such City Manager and the corporate seal of the City of Shoreview, Minnesota this 17th day of September, 2013.

Terry C. Schwerm, City Manager

Contract Summary Sheet

Contract Change Order #1 for:

Bucher Site Improvement Project
 City of Shoreview
 4600 North Victoria Street
 Shoreview, MN 55126

Distribution To:

- Owner Field
 Consultant Other
 Contractor

To (Contractor):

Odesa II
 9003 Mayhew Lake Rd NE
 Sauk Rapids, MN 55379

Date: 12-Aug-03

Consultants Project: 2046-010

CHANGES TO THE CONTRACT

(The contractor shall make the following changes to the contract)

#	DESCRIPTION	ADD	DEDUCT
1	Deduct 10' wide Heavy Duty Asphalt trail: 33 sy @ \$29/SY (replaced with concrete)		957.00
2	Deduct 8' wide Standard Asphalt trail: 151 sy @ \$16/SY (playground trail replaced with concrete)		2,416.00
3	Addition of 6" Thick Reinforced Concrete Pavement: 300 sf @ \$5/SF along main walkway	1,500.00	
4	Addition of 4" Thick Standard Concrete Pavement: 1,500 sf @ \$4/SF for playground walks and portable enclosure concrete pad	6,000.00	
5	Additional work for soils corrections beneath shelter to include labor and materials for adding pea rock placement beneath footings	3,400.00	
6	Deduction / deletion of line item 1.08 - construction signage.		500.00
7	Deduction / deletion of Sod Item under Alternate A4: 950 sy @ \$4.5/sy along ballfields		4,275.00
8	Addition of Turf seed with Wood Fiber Blanket in lieu of Sod: 420 sy @ 3.25/sy	1,365.00	
9	Deduct Turf Reinforcement Mat for quantity adjustment - line item 5.03: 700 sy @ \$4/sy		2,800.00
10	Deduction for payment on irrigation repair		330.00
TOTAL CHANGE ORDER ADDS AND DEDUCTS:		12,265.00	11,278.00
NET CHANGE ORDER TOTAL:		\$987.00	

Contract Summary to Date	
Original Base Bid Contract Sum:	449,751.00
Previously Authorized Change Orders:	-
Net Change of this Change Order:	987.00
Total Contract Sum (Including all Change Orders to Date):	\$450,738.00

Contract Summary Sheet

Contract Change Order #2 for:
 Bucher Site Improvement Project
 City of Shoreview
 4600 North Victoria Street
 Shoreview, MN 55126

Distribution To:
 Owner Field
 Consultant Other
 Contractor

To (Contractor):
 Odesa II
 9003 Mayhew Lake Rd NE
 Sauk Rapids, MN 55379

Date: 11-Sep-13
Consultants Project: 2046-010

CHANGES TO THE CONTRACT

(The contractor shall make the following changes to the contract)

#	DESCRIPTION	ADD	DEDUCT
1	Additional Irrigation Work	29,900.00	
TOTAL CHANGE ORDER ADDS AND DEDUCTS:		29,900.00	-
NET CHANGE ORDER TOTAL:		\$29,900.00	

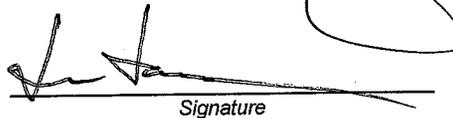
Contract Summary to Date	
Original Base Bid Contract Sum:	449,751.00
Previously Authorized Change Orders:	987.00
Net Change of this Change Order:	29,900.00
Total Contract Sum (Including all Change Orders to Date):	\$480,638.00

Consultant:
 WSB & Associates, Inc.
 701 Xenia Ave. South - Suite 300
 Minneapolis, MN 55416


 Signature

9-11-13
 Date

Contractor:
 Odesa II
 9003 Mayhew Lake Rd NE
 Sauk Rapids, MN 55379


 Signature

9-12-13
 Date

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

 Signature

 Date

TO: MAYOR, CITY COUNCIL, CITY MANAGER

FROM: MARK MALONEY, P.E.
DIRECTOR OF PUBLIC WORKS

DATE: SEPTEMBER 12, 2013

SUBJECT: 2013 ASSESSMENT HEARINGS
FLORAL/DEMAR/HANSKA RECONSTRUCTION - PROJECT 12-01

INTRODUCTION

At its August 19, 2013 meeting, the City Council set September 16, 2013, as the date for the assessment hearing for the above project.

A Council report, including motion sheet, for the above project follows this introductory report. Detailed information regarding proposed assessments for the project, including an assessment roll, is included in the individual Council reports.

- 1) The **Mayor** calls the meeting to order and announces the purpose of the hearing.

“This is a public hearing to consider the special assessment roll for City Project 12-01, Floral Drive, Demar Avenue and Hanska Court Reconstruction. Tonight, the Council will review the proposed assessment roll and hear testimony from the public regarding the proposed assessment. The Council may, by simple majority, vote to approve the assessment roll. If objections are raised on any project that cannot be easily addressed at this meeting, it has been recommended that the Council continue final approval to the next regularly scheduled Council meeting scheduled for October 7, 2013, to allow staff adequate time to review questions and prepare responses to all objections.”
- 2) The **City Attorney** provides comments regarding the adequacy of published and mailed notices.
- 3) The **Public Works Director** will present a summary of the improvements, the areas involved, and final project costs. In addition, the Public Works Director will present a summary of project financing and assessments.
- 4) The **City Manager** acknowledges any objections that may have been submitted from affected property owners prior to the hearing.
- 5) The **Mayor** opens the hearing to the public. Speakers are requested to identify themselves and the street address to which they are referring.

- 6) The **Mayor** closes the Public Hearing. After all citizen comments have been completed, the Mayor should indicate that the Public Hearing is closed and turn the hearing over to the City Council for action.
- 7) The **City Council** takes action on the project. If objections are raised on an improvement project that cannot be easily addressed at the meeting, it is recommended that Council continue consideration of action to the October 7, 2013 meeting to allow staff adequate time to review questions and prepare responses to all objections.

If there are no objections, or if any objections are adequately addressed at the meeting, it is recommended that the Council adopt the assessment roll this evening. A motion adopting the assessment roll is included for the project.

SCHEDULE

The following schedule outlines the remaining steps in the assessment process for the 2013 Assessments:

- | | |
|--------------------|---|
| September 16, 2013 | Public Assessment Hearing date. Adopt assessment if no objections. Mail Notice of Adoption on September 17. (Begin 30-day payment period) |
| October 7, 2013 | Objection Response Meeting if not adopted at the hearing – Must Adopt Assessment roll, begin 30-day payment period. |
| October 8, 2013 | Mail Adoption Notice (Includes 30-day pre-payment period at the City). |
| November 8, 2013 | Engineering certifies assessment roll to Ramsey County 30 days from adoption or not later than November 15, 2013. |

tlh

t:/assess/council/assesshearing13

PUBLIC HEARING AGENDA

Purpose: FLORAL/DEMAR/HANSKA RECONSTRUCTION
CITY PROJECT 12-01

Published Time: 7:00 P.M.

Published Date: SEPTEMBER 16, 2013

Affidavit of Publication: AUGUST 28, 2013

SEPTEMBER 4, 2013

Affidavit of Mailing: AUGUST 29, 2013

Review of Affidavits of Mailing and
Publication by City Attorney: _____

Open Public Hearing - Time: _____

Hearing Discussion

MOVE TO CLOSE PUBLIC HEARING BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

ROLL CALL: AYES _____ NAYS _____

JOHNSON _____

QUIGLEY _____

WICKSTROM _____

WITHHART _____

MARTIN _____

REGULAR COUNCIL MEETING
SEPTEMBER 16, 2013

TO: MAYOR, CITY COUNCIL, CITY MANAGER
FROM: THOMAS L. HAMMITT
SENIOR ENGINEERING TECHNICIAN
DATE: SEPTEMBER 13, 2013
SUBJECT: FLORAL/DEMAR/HANSKA RECONSTRUCTION
ASSESSMENT HEARING - 7:00 PM
CITY PROJECT 12-01

INTRODUCTION

A public assessment hearing has been scheduled to hear all comments, objections and concerns with regard to assessing benefited properties for the Floral Drive, Demar Avenue, Hanska Court Reconstruction, City Project 12-01. All affected property owners have been notified of the assessment hearing.

DISCUSSION - ASSESSMENTS

This project reconstructed Floral Drive, Demar Avenue from Hodgson Road to Hanska Court and Hanska Court. Hanska Court is old County Road F and was reconstructed as a cul-de-sac at Hodgson Road. The streets were constructed with asphalt pavement and barrier curb and gutter. Water main was replaced, sanitary sewer services in the right of way were replaced and storm sewer was constructed as part of the project. New LED Street lights were added to Demar and Hanska Court.

The unit street assessment is proposed in the amount of \$1,608.54. This amount is \$136 less than reported in the feasibility report. The storm sewer lot assessments are prepared per City policy and will be the same as presented at the public improvement hearing.

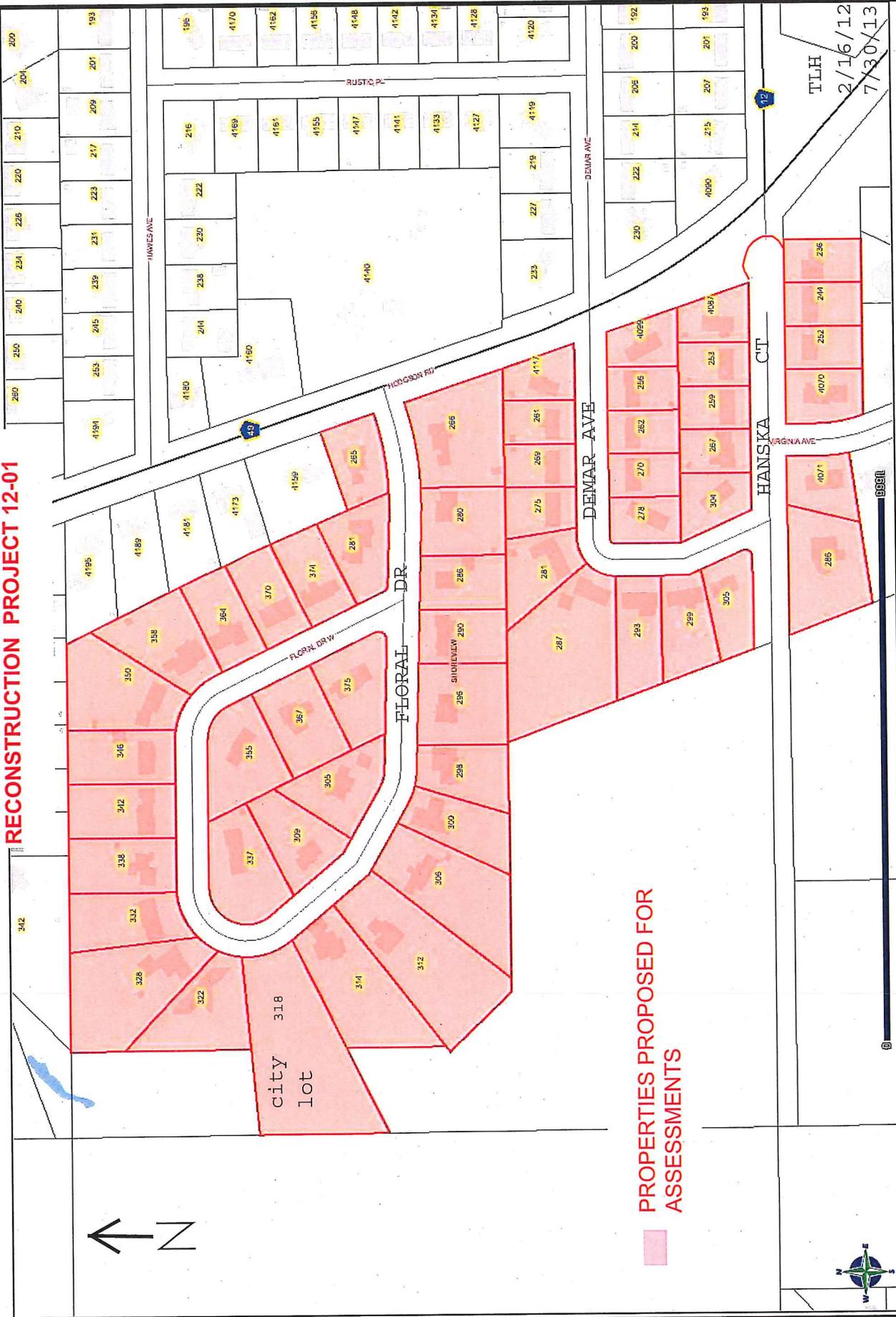
Staff has received no calls, emails or written objections regarding the assessments.

The assessment roll and area map are attached. As in past projects, assessment amounts less than \$5,000 are spread over 10 years. This year's interest rate was set at 3.00%.

RECOMMENDATION

If there are no objections or if the City Council is satisfied with the responses to any objections at the meeting, Motion #1 is provided that would adopt the assessment roll and start the 30-day prepayment period. If it is not possible to respond to objections or concerns at the time, it is recommended that the Council move Motion #2 to defer action adopting the assessment roll to the meeting of October 7, 2013.

FLORAL/DEMAR/HANSKA RECONSTRUCTION PROJECT 12-01



**PROPERTIES PROPOSED FOR
ASSESSMENTS**

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 (January 31, 2012), The Lawrence Group (January 31, 2012) for County parcel and property records data; January 2012 for commercial and residential data; April 2009 for color aerial imagery.

Date of Pending: March 19, 2012
 10 year assessment

FLORAL/DEMAR/CO RD F
 RECONSTRUCTION
 PROJECT 12-01

STREET & STORM ASSESSMENTS		Street			Storm Sewer			Street/Storm	
Address	PIN	Assess Units	\$/Lot unit	Total Street	Lot Area	Assess Area	Rate	Total Storm	Total Assessment
236 HANSKA	CT	253023110076	1.0	\$ 1,608.54	11,325	11,325	\$ 0.035	\$ 396.38	\$ 2,004.92
244 HANSKA	CT	253023110077	1.0	\$ 1,608.54	11,325	11,325	\$ 0.035	\$ 396.38	\$ 2,004.92
245 HANSKA	CT	243023440086	1.0	\$ 1,608.54	11,761	11,761	\$ 0.07	\$ 823.27	\$ 2,431.81
252 HANSKA	CT	253023110078	1.0	\$ 1,608.54	11,325	11,325	\$ 0.035	\$ 396.38	\$ 2,004.92
253 HANSKA	CT	243023440087	1.0	\$ 1,608.54	10,454	10,454	\$ 0.07	\$ 731.78	\$ 2,340.32
259 HANSKA	CT	243023440088	1.0	\$ 1,608.54	10,454	10,454	\$ 0.07	\$ 731.78	\$ 2,340.32
267 HANSKA	CT	243023430053	1.0	\$ 1,608.54	10,454	10,454	\$ 0.07	\$ 731.78	\$ 2,340.32
286 HANSKA	CT	253023120002	1.0	\$ 1,608.54	29,620	19,000	\$ 0.07	\$ 1,120.00	\$ 2,728.54
256 DEMAR	AVE	243023440061	1.0	\$ 1,608.54	10,454	10,454	\$ 0.07	\$ 731.78	\$ 2,340.32
261 DEMAR	AVE	243023430041	1.0	\$ 1,608.54	10,890	10,890	\$ 0.07	\$ 762.30	\$ 2,370.84
262 DEMAR	AVE	243023430049	1.0	\$ 1,608.54	10,454	10,454	\$ 0.07	\$ 731.78	\$ 2,340.32
269 DEMAR	AVE	243023430042	1.0	\$ 1,608.54	10,890	10,890	\$ 0.07	\$ 762.30	\$ 2,370.84
270 DEMAR	AVE	243023430050	1.0	\$ 1,608.54	10,454	10,454	\$ 0.07	\$ 731.78	\$ 2,340.32
275 DEMAR	AVE	243023430043	1.0	\$ 1,608.54	11,325	11,325	\$ 0.07	\$ 792.75	\$ 2,401.29
278 DEMAR	AVE	243023430051	1.0	\$ 1,608.54	10,018	10,018	\$ 0.07	\$ 701.26	\$ 2,309.80
281 DEMAR	AVE	243023430044	1.0	\$ 1,608.54	20,473	19,000	\$ 0.07	\$ 1,120.00	\$ 2,728.54
287 DEMAR	AVE	243023430045	1.0	\$ 1,608.54	43,995	19,000	\$ 0.07	\$ 1,120.00	\$ 2,728.54
293 DEMAR	AVE	243023430046	1.0	\$ 1,608.54	18,730	18,730	\$ 0.07	\$ 1,110.55	\$ 2,719.09
299 DEMAR	AVE	243023430047	1.0	\$ 1,608.54	17,859	17,859	\$ 0.07	\$ 1,080.07	\$ 2,688.61
304 DEMAR	AVE	243023430052	1.0	\$ 1,608.54	13,503	13,503	\$ 0.07	\$ 927.61	\$ 2,536.15
305 DEMAR	AVE	243023430048	1.0	\$ 1,608.54	13,374	13,374	\$ 0.07	\$ 923.09	\$ 2,531.63
265 FLORAL	DR	243023430007	0.5	\$ 1,608.54	13,503	13,503	\$ 0.07	\$ 927.61	\$ 1,731.88
266 FLORAL	DR	243023430055	0.5	\$ 1,608.54	33,541	19,000	\$ 0.07	\$ 1,120.00	\$ 1,924.27
280 FLORAL	DR	243023430032	1.0	\$ 1,608.54	20,037	19,000	\$ 0.07	\$ 1,120.00	\$ 2,728.54
281 FLORAL	DR	243023430008	1.0	\$ 1,608.54	15,246	15,246	\$ 0.07	\$ 988.61	\$ 2,597.15

Date of Pending: March 19, 2012
10 year assessment

FLORAL/DEMAR/CO RD F
RECONSTRUCTION
PROJECT 12-01

STREET & STORM ASSESSMENTS			Street				Storm Sewer				Street/Storm	
Address	PIN	Assess Units	\$/Lot unit	Total Street	Lot Area	Assess Area	Rate	Total Storm	Assessment	Total	Assessment	
286 FLORAL	DR 243023430031	1.0	\$ 1,608.54	\$ 1,608.54	16,117	16,117	\$ 0.07	\$ 1,019.10	\$ 2,627.64	\$ 2,627.64		
290 FLORAL	DR 243023430030	1.0	\$ 1,608.54	\$ 1,608.54	16,552	16,552	\$ 0.07	\$ 1,034.32	\$ 2,642.86	\$ 2,642.86		
296 FLORAL	DR 243023430029	1.0	\$ 1,608.54	\$ 1,608.54	25,264	19,000	\$ 0.07	\$ 1,120.00	\$ 2,728.54	\$ 2,728.54		
298 FLORAL	DR 243023430028	1.0	\$ 1,608.54	\$ 1,608.54	17,424	17,424	\$ 0.07	\$ 1,064.84	\$ 2,673.38	\$ 2,673.38		
300 FLORAL	DR 243023430027	1.0	\$ 1,608.54	\$ 1,608.54	18,730	18,730	\$ 0.07	\$ 1,110.55	\$ 2,719.09	\$ 2,719.09		
305 FLORAL	DR 243023430037	1.0	\$ 1,608.54	\$ 1,608.54	21,780	19,000	\$ 0.07	\$ 1,120.00	\$ 2,728.54	\$ 2,728.54		
306 FLORAL	DR 243023430026	1.0	\$ 1,608.54	\$ 1,608.54	40,510	19,000	\$ 0.07	\$ 1,120.00	\$ 2,728.54	\$ 2,728.54		
309 FLORAL	DR 243023430036	1.0	\$ 1,608.54	\$ 1,608.54	20,473	19,000	\$ 0.07	\$ 1,120.00	\$ 2,728.54	\$ 2,728.54		
312 FLORAL	DR 243023430025	1.0	\$ 1,608.54	\$ 1,608.54	44,522	19,000	\$ 0.07	\$ 1,120.00	\$ 2,728.54	\$ 2,728.54		
314 FLORAL	DR 243023430022	1.0	\$ 1,608.54	\$ 1,608.54	34,107	19,000	\$ 0.07	\$ 1,120.00	\$ 2,728.54	\$ 2,728.54		
322 FLORAL	DR 243023430019	1.0	\$ 1,608.54	\$ 1,608.54	23,086	19,000	\$ 0.07	\$ 1,120.00	\$ 2,728.54	\$ 2,728.54		
328 FLORAL	DR 243023430018	1.0	\$ 1,608.54	\$ 1,608.54	38,655	19,000	\$ 0.07	\$ 1,120.00	\$ 2,728.54	\$ 2,728.54		
332 FLORAL	DR 243023430017	1.0	\$ 1,608.54	\$ 1,608.54	21,780	19,000	\$ 0.07	\$ 1,120.00	\$ 2,728.54	\$ 2,728.54		
337 FLORAL	DR 243023430035	1.0	\$ 1,608.54	\$ 1,608.54	23,086	19,000	\$ 0.07	\$ 1,120.00	\$ 2,728.54	\$ 2,728.54		
338 FLORAL	DR 243023430016	1.0	\$ 1,608.54	\$ 1,608.54	19,166	19,000	\$ 0.07	\$ 1,120.00	\$ 2,728.54	\$ 2,728.54		
342 FLORAL	DR 243023430015	1.0	\$ 1,608.54	\$ 1,608.54	20,037	19,000	\$ 0.07	\$ 1,120.00	\$ 2,728.54	\$ 2,728.54		
346 FLORAL	DR 243023430014	1.0	\$ 1,608.54	\$ 1,608.54	20,037	19,000	\$ 0.07	\$ 1,120.00	\$ 2,728.54	\$ 2,728.54		
350 FLORAL	DR 243023430013	1.0	\$ 1,608.54	\$ 1,608.54	27,007	19,000	\$ 0.07	\$ 1,120.00	\$ 2,728.54	\$ 2,728.54		
355 FLORAL	DR 243023430040	1.0	\$ 1,608.54	\$ 1,608.54	24,829	19,000	\$ 0.07	\$ 1,120.00	\$ 2,728.54	\$ 2,728.54		
358 FLORAL	DR 243023430012	1.0	\$ 1,608.54	\$ 1,608.54	22,442	19,000	\$ 0.07	\$ 1,120.00	\$ 2,728.54	\$ 2,728.54		
364 FLORAL	DR 243023430011	1.0	\$ 1,608.54	\$ 1,608.54	16,269	16,269	\$ 0.07	\$ 1,024.42	\$ 2,632.96	\$ 2,632.96		
367 FLORAL	DR 243023430039	1.0	\$ 1,608.54	\$ 1,608.54	20,908	19,000	\$ 0.07	\$ 1,120.00	\$ 2,728.54	\$ 2,728.54		
370 FLORAL	DR 243023430010	1.0	\$ 1,608.54	\$ 1,608.54	16,077	16,077	\$ 0.07	\$ 1,017.70	\$ 2,626.24	\$ 2,626.24		
374 FLORAL	DR 243023430009	1.0	\$ 1,608.54	\$ 1,608.54	15,681	15,681	\$ 0.07	\$ 1,003.84	\$ 2,612.38	\$ 2,612.38		
375 FLORAL	DR 243023430038	1.0	\$ 1,608.54	\$ 1,608.54	19,832	19,000	\$ 0.07	\$ 1,120.00	\$ 2,728.54	\$ 2,728.54		
4099 HODGSON	RD 243023440062	0.5	\$ 1,608.54	\$ 804.27	11,761	11,761	\$ 0.07	\$ 823.27	\$ 1,627.54	\$ 1,627.54		
4117 HODGSON	RD 243023440060	0.5	\$ 1,608.54	\$ 804.27	11,761	11,761	\$ 0.07	\$ 823.27	\$ 1,627.54	\$ 1,627.54		

Date of Pending: March 19, 2012
 10 year assessment

FLORAL/DEMARC/CO RD F
 RECONSTRUCTION
 PROJECT 12-01

STREET & STORM ASSESSMENTS			Street			Storm Sewer			Street/Storm	
Address	PIN	Assess Units	\$/Lot unit	Total Street	Lot Area	Assess Area	Rate	Total Storm	Assessment	Total
4070 VIRGINIA AVE	253023110079	0.5	\$ 1,608.54	\$ 804.27	13,068	13,068	\$ 0.035	\$ 456.19	\$ 1,260.46	
4071 VIRGINIA AVE	253023120001	0.5	\$ 1,608.54	\$ 804.27	13,939	13,939	\$ 0.035	\$ 471.43	\$ 1,275.70	
Total Assessable Units & Assessments		51.0		\$ 82,035.54				\$ 50,988.12	\$ 133,023.66	
City non-Assessable Street Unit										
318 FLORAL DR	243023430021	1.0	\$ 1,608.54	\$ 1,608.54						
Total Street Units		52.0		\$ 83,644.08						

t:/projects/2012/21-01/floral demarc co rd f reconstruction/assessments/floral_demarc_co rd f

*** PROPOSED***

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

HELD SEPTEMBER 16, 2013

* * * * *

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota was duly called and held at the Shoreview City Hall in said City on September 16, 2013, at 7:00 p.m. The following members were present:

and the following members were absent: .

Member introduced the following resolution and moved its adoption.

RESOLUTION NO. 13-82

**RESOLUTION ADOPTING THE ASSESSMENT ROLL
FOR THE FLORAL/DEMAR/HANSKA RECONSTRUCTION
CITY PROJECT NO. 12-01**

WHEREAS, the City Council of the City of Shoreview, Minnesota, pursuant to proper mailed and published notice in accordance with Minnesota State Statute 429.061, has held a public hearing to consider the proposed assessment roll for the Floral/Demar/Hanska Reconstruction, City Project 12-01.

WHEREAS, the City Council has received and passed upon all written and oral objections presented to it with regard to said proposed assessment.

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

1. The proposed assessment roll, a copy attached and made part of this resolution by reference, is hereby accepted and shall constitute the special assessment against the lands described therein and each tract thereby assessed is found to be benefited by the improvement in the amount shown.

2. The assessment for Floral/Demar/Hanska Reconstruction, City Project 12-01, is to be paid in equal installments extending over a period of Ten (10) years for assessment amounts under \$5,000.00, the first payment to be payable on or before the first Monday in January, 2013, and shall bear interest at the rate of 3.00 percent per annum. The first installment shall include interest from the date of this resolution until December 31, 2014. The assessments are to be made payable in equal annual installments including principal and interest.
3. The owner of the property so assessed, may at any time prior to certification of the assessment roll to the County Auditor, pay the entire amount of the assessment on such property with interest accrued to the date of payment to the City Treasurer, except that no interest shall be charged if said assessment is paid within thirty (30) days from the date of the adoption of this resolution and he may at any time pay, to the County Treasurer, the entire amount of the assessment remaining unpaid with interest accrued to December 31, of the year in which such prepayment is made. Such payment must be made by November 15, or interest will be charged through December 31 of the succeeding year.
4. The Manager shall transmit a certified copy of this assessment roll to the County Auditor to be extended on the property tax list of the County Auditor and such assessment shall be collected and paid over the same manner as other municipal taxes.

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 16th day
of September, 2013.

PROPOSED MOTION

Moved by Council member _____

Seconded by Council member _____

To adopt proposed resolution number 13-80 establishing a Community Investment Fund policy.

ROLL CALL	Ayes	Nays
Johnson	_____	_____
Quigley	_____	_____
Wickstrom	_____	_____
Withhart	_____	_____
Martin	_____	_____

Fred Espe
Assistant Finance Director
City Council Meeting
September 16, 2013

TO: Terry Schwerm, City Manager
Mayor and City Council

FROM: Fred Espe, Assistant Finance Director

DATE: September 11, 2013

RE: Proposed Community Investment Fund Policy

Introduction

On June 3, 2013 the City Council approved ordinances implementing franchise fees on electric and gas services with Xcel Energy. The franchise fee was established to provide a new revenue source for projects of community-wide benefit (parks, trails, recreational, cultural and other projects) and to provide financing for projects that have been delayed or not programmed due to funding constraints. The new franchise fee is estimated to generate annual income of \$804,000 in 2014.

As part of the implementation of franchise fees, the city Council indicated a desire to create a new Community Investment Fund. This fund would be established by a City Council policy that identifies revenue sources and eligible expenditures, establishes a minimum fund balance to ensure available capital funding for future generations, and outlines a process for spending the funds. The Council reviewed this proposed policy at its August workshop meeting and is now being asked to formally adopt the policy.

Community Investment Fund Policy

The proposed policy formally establishes a Community Investment Fund on October 1, 2013 and authorizes the closing and transfer into the Community Investment Fund the City's Capital Improvement Fund's ending fund balance at December 31, 2013 (estimated to be \$622,518). The primary revenue sources of the new Community Investment Fund will be franchise fees. In addition, the policy indicates that wireless telecommunication antenna receipts, and outdoor billboard lease receipts also be dedicated to this fund. These revenues have generally been used for park related improvements.

The policy states that a minimum fund balance of \$3,000,000 be established over time, by restricting a portion of revenue each year to fund balance growth. The table at the top of the next page outlines how fund balance would grow according to language in the policy. During the first 6 years, 15% of the annual revenue would be dedicated to fund balance growth. Beginning in the 7th year, 20% of the annual revenue would be dedicated to fund balance growth until the minimum fund balance of \$3 million is achieved. It is estimated that the fund will reach the minimum balance by 2027.

Year	PCS, Billboard & Franchise Revenue		Minimum Contribution to Fund Balance	Minimum Fund Balance
2013	\$ 494,605	15%	\$ 74,191	\$ 74,191
2014	1,134,227	15%	170,134	244,325
2015	1,147,908	15%	172,186	416,511
2016	1,162,220	15%	174,333	590,844
2017	1,177,192	15%	176,579	767,423
2018	1,192,856	15%	178,928	946,351
2019	1,209,245	20%	241,849	1,188,200
2020	1,226,392	20%	245,278	1,433,479
2021	1,244,333	20%	248,867	1,682,345
2022	1,263,106	20%	252,621	1,934,966
2023	1,289,791	20%	257,958	2,192,925
2024	1,309,957	20%	261,991	2,454,916
2025	1,331,569	20%	266,314	2,721,230
2026	1,354,100	20%	270,820	2,992,050
2027	1,377,600	20%	7,950	3,000,000
2028	1,402,200	20%		3,000,000
2029	1,427,900	20%		3,000,000
2030	1,454,700	20%		3,000,000
2031	1,482,600	20%		3,000,000
2032	1,511,760	20%		3,000,000

A cash flow schedule outlining available funding, planned capital costs included in the proposed CIP as well as allowances for future unidentified projects is attached to this report.

According to the policy, qualified expenditures are restricted to capital and debt service costs for park and recreation improvements, new trail construction, cultural or civic improvements, and other projects that provide community wide benefit. These project must be included in the City's adopted five-year Capital Improvement Program, or approved through resolution by a four fifths vote of the City Council. Project costs outside of the scope of this policy will require the City Council to hold a public hearing and invite the public for comment. A four fifths vote of the City Council is required to approve these expenditures.

The proposed policy allows for payment of debt service on qualifying improvements subject to an annual limit. As shown in the attached cash flow schedule, the fund is already contributing to payment of debt service for the 2002 community center expansion. The policy indicates that debt service in the fund not exceed 50% of available revenues in the ensuing year. This will ensure funding is available to support new projects on a regular basis.

Summary

Staff recommends adoption of the attached proposed resolution adopting a new Community Investment Fund policy.

**Community Investment Fund (by renaming the Capital Improvement Fund)
Operating Summary**

Year	Revenue				Expenses										Available	
	PCS Antenna	Billboard Fees	Franchise Revenue	Interest Earnings	Current CIP Projects				Allowance for Future Projects	Comm Cntr Debt Pymts 2002 COPs	Fund Balance	Minimum Fund Balance	Above Minimum			
					Community Center	Parks	Wading Pool	Trail								
2013					\$ 50,000	\$ 80,000	\$ -	\$ -		\$ 175,000	\$ 622,518	244,325	1,214,020			
2014	\$ 280,227	\$ 50,000	\$ 804,000	\$ 6,600	1,650,000	40,000	-	-		175,000	1,458,345	416,511	336,942			
2015	292,408	51,500	804,000	12,200	50,000	-	-	-		175,000	753,453	590,844	713,129			
2016	305,175	53,045	804,000	13,300	50,000	400,000	-	-		175,000	1,303,973	767,423	813,642			
2017	318,556	54,636	804,000	18,900	50,000	600,000	94,000	-		175,000	1,581,065	946,351	1,629,770			
2018	332,581	56,275	804,000	27,200	50,000	-	-	-		180,000	2,576,121	1,188,200	1,806,966			
2019	347,281	57,964	804,000	39,800	100,000	600,000	-	-	1,500,000	180,000	2,995,166	1,433,479	953,179			
2020	362,689	59,703	804,000	45,100	100,000	100,000	-	-		180,000	2,386,658	1,682,345	1,313,746			
2021	378,839	61,494	804,000	45,100	100,000	400,000	-	-		180,000	2,996,091	1,934,966	2,007,731			
2022	395,767	63,339	804,000	63,500	100,000	100,000	-	-		180,000	3,942,697	2,192,925	554,223			
2023	413,600	72,191	804,000	80,300	100,000	400,000	-	2,000,000		65,640	2,747,148	2,454,916	1,470,189			
2024	432,200	73,757	804,000	68,000	100,000	100,000	-	-		-	3,925,105	2,721,230	2,427,244			
2025	451,600	75,969	804,000	91,800	100,000	100,000	-	-		-	5,148,474	2,992,050	641,624			
2026	471,900	78,200	804,000	131,100	100,000	400,000	-	2,500,000		-	3,633,674	3,000,000	1,908,574			
2027	493,100	80,500	804,000	97,300	100,000	100,000	-	-		-	4,908,574	3,000,000	3,250,974			
2028	515,300	82,900	804,000	140,200	100,000	100,000	-	-		-	6,250,974	3,000,000	4,352,974			
2029	538,500	85,400	804,000	174,100	100,000	400,000	-	-		-	7,352,974	3,000,000	2,829,874			
2030	562,700	88,000	804,000	222,200	100,000	100,000	-	3,000,000		-	5,829,874	3,000,000	4,293,174			
2031	588,000	90,600	804,000	180,700	100,000	100,000	-	-		-	7,293,174	3,000,000	1,546,434			
2032	614,460	93,300	804,000	241,500	100,000	400,000	-	4,000,000		-	4,546,434	3,000,000				

Minimum fund balance percent
 2013-2018 15%
 2019-2027 20%

**EXTRACT OF MINUTES OF THE MEETING OF
THE CITY COUNCIL OF SHOREVIEW, MINNESOTA
HELD September 16, 2013**

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota, was duly called and held at the Shoreview City Hall in said City on September 16, 2013, at 7:00 p.m. The following members were present: _____;

and the following members were absent: _____.

_____ introduced the following resolution and moved for its adoption.

RESOLUTION NO. 13-80

**RESOLUTION ESTABLISHING A COMMUNITY
INVESTMENT FUND POLICY**

WHEREAS, on June 30, 2013 the City Council approved ordinances implementing franchise fees on electric and gas services with Xcel Energy and;

WHEREAS, the franchise fee was established to provide a new revenue source for capital projects having a community-wide benefit, and to provide financing for projects that have been delayed or not programmed due to funding constraints and;

WHEREAS, the City will establish a Community Investment Fund to account for dedicated specific revenues and related expenditures,

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Shoreview, County of Ramsey, State of Minnesota, that the attached Community Investment Fund policy be established, as of October 1, 2013.

The motion for the adoption of the foregoing resolution was duly seconded by _____, and upon vote 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 16th day of September 2013.

**Community Investment Fund Policy,
City of Shoreview, Minnesota**
Effective October 1, 2013

Policy Statement

The City of Shoreview acknowledges that there are limited resources for parks, trails, recreational and cultural facilities, and other projects that provide community-wide benefit. With limited funding and a community that values the quality of life provided by its parks, trails, recreational and cultural assets, the City is adopting this policy to ensure long term sustainability of these assets.

Purpose

The primary objective of this Community Investment Fund Policy is to provide guidance for the accumulation and use of limited resources. Because large capital costs place a high demand on current resources (fund balances combined with current revenues), financing large capital costs requires substantial advance planning as well as consistent, reliable revenue sources. This policy establishes a Community Investment Fund and identifies revenue sources as well as qualifying expenditures for the fund.

Policy Guidelines

Fund created

The City shall create a separate fund called the Community Investment Fund.

Revenue sources

The following revenue sources shall be deposited into this fund:

- All assets of the City's Capital Improvement Fund as of December 31, 2013.
- Franchise fees on electric and natural gas services.
- Wireless telecommunication antenna lease receipts.
- Outdoor billboard lease receipts.
- Park dedication fees.
- Investment earnings of the fund.
- Other moneys appropriated by the council or donated to this fund.

Eligible capital costs

This fund will be used solely to pay for the capital or debt service for park and recreation improvements, new trail construction, cultural or civic improvements, and other projects that provide community-wide benefit to the City of Shoreview. The fund is not intended to pay for operating costs.

Expenditures from the fund may be made only after compliance with the following procedures:

- An estimate of the assets ongoing annual operating and maintenance costs has been made and the source(s) for paying such costs has been identified.
- The project to be funded must have been included in the City's formally adopted five-year Capital Improvement Program.
- Projects not included in the City's most recent five-year Capital Improvement Program must be approved through resolution by a four fifths vote of the City Council.
- Projects outside of the scope of this policy will require the City Council to hold a public hearing and invite the public for comment. A notice of the public hearing must be published at least 10 days prior to the hearing in the City's legal newspaper stating the project to be funded and the amount of funding. A four fifths vote of the City Council is required to approve the expenditure.

Debt service

The Community Investment Fund may be used to pay debt service for qualifying capital costs, subject to the following limitations.

- The total annual contribution for debt service payments is limited to no more than 50% of the ensuing years' available revenue (as defined in the next bullet point).
- Available revenue consists of total revenue derived from franchise fees on electric and natural gas services, wireless telecommunication antenna lease receipts, and outdoor billboard lease receipts, less the amount allocated to the accumulation of minimum fund balance.

Minimum fund balance

In order to accumulate a minimum fund balance as a community endowment, the minimum fund balance will be computed as follows:

- During the calendar years 2014 through 2018, 15% of revenue from franchise fees (electric and gas), wireless telecommunication antenna lease receipts and outdoor billboard lease receipts will be dedicated to minimum fund balance.

- Beginning the calendar year 2019, and until the minimum \$3 million fund balance is achieved, 20% of revenue from franchise fees (electric and gas), wireless telecommunication antenna lease and outdoor billboard lease receipts will be dedicated to minimum fund balance.
- Once a minimum fund balance of \$3 million has been reached the minimum fund balance will remain at \$3 million.

Administrative expenditures

- The limitations imposed in the sections above do not apply to reasonable expenditures necessary for the administration of the Community Investment Fund.

TO: MAYOR AND COUNCILMEMBERS

**FROM: TERRY SCHWERM
CITY MANAGER**

DATE: SEPTEMBER 13, 2013

SUBJECT: PRESENTATION OF COMMUNITY SURVEY RESULTS

Dr. Bill Morris and Peter Leatherman, from the Morris-Leatherman Company (formerly Decision Resources), will be at the September 16th Council meeting to present the results of the 2013 Community Survey. Attached is a copy of the results of the survey.

Dr. Morris will do his formal presentation during the regular City Council meeting. A workshop meeting has also been scheduled following the regular meeting for the City Council to continue discussing the results of the survey. An executive summary that reviews the results in more detail will be prepared within the next few weeks.

DECISION RESOURCES, LTD.
3128 Dean Court
Minneapolis, Minnesota 55416

SHOREVIEW RESIDENTIAL
QUALITY OF LIFE STUDY
FINAL JUNE 2013

Hello, I'm _____ of Decision Resources, Ltd., a nationwide polling firm located in Minneapolis. We've been retained by the City of Shoreview to speak with a random sample of residents about issues facing the city. This survey is being taken because the City is interested in your opinions and suggestions. I want to assure you that all individual responses will be held strictly confidential; only summaries of the entire sample will be reported. (DO NOT PAUSE)

- | | |
|---|----------------------------|
| 1. Approximately how many years have you lived in Shoreview? | LESS THAN TWO YEARS.....5% |
| | TWO TO FIVE YEARS.....13% |
| | SIX TO TEN YEARS.....18% |
| | ELEVEN - TWENTY YRS....29% |
| | OVER TWENTY YEARS.....35% |
| | DON'T KNOW/REFUSED.....0% |
| 2. As things stand now, how long in the future do you expect to live in Shoreview? | LESS THAN TWO YEARS.....2% |
| | TWO TO FIVE YEARS.....4% |
| | SIX TO TEN YEARS.....9% |
| | OVER TEN YEARS.....81% |
| | DON'T KNOW/REFUSED.....5% |
| 3. Thinking back to when you moved to Shoreview, what factors were most important to you in selecting the city? | DON'T KNOW/REFUSED.....0% |
| | ALWAYS SHOREVIEW.....8% |
| | CONVENIENT LOCATION.....6% |
| | CLOSE TO JOB.....17% |
| | CLOSE TO FAMILY/FRIENDS10% |
| | HOUSING/NEIGHBORHOOD...25% |
| | SCHOOLS.....25% |
| | SAFE.....5% |
| | PARKS AND TRAILS.....2% |
| | SCATTERED.....3% |
| 4. Where did you live prior to moving to Shoreview? | ALWAYS SHOREVIEW.....10% |
| | SAINT PAUL.....25% |
| | MINNEAPOLIS.....16% |
| | ROSEVILLE.....20% |
| | OUT OF STATE.....5% |
| | RURAL MINNESOTA.....3% |
| | WHITE BEAR LAKE.....3% |
| | LITTLE CANADA/VADNAIS...5% |
| | MOUNDS VIEW/NEW BRIGHT..3% |
| | HENNEPIN CO SUBURBS.....3% |
| | ANOKA COUNTY.....5% |
| | SCATTERED.....3% |

- | | |
|--|--------------------------------------|
| 5. How would you rate the quality of life in Shoreview -- excellent, good, only fair, or poor? | EXCELLENT.....58% |
| | GOOD.....41% |
| | ONLY FAIR.....1% |
| | POOR.....0% |
| | DON'T KNOW/REFUSED.....0% |
| | |
| 6. What do you like most about living in Shoreview? | LOCATION.....7% |
| | SCHOOLS.....14% |
| | QUIET.....15% |
| | PEOPLE.....7% |
| | GOOD COMMUNITY.....14% |
| | PARKS.....3% |
| | RURAL/OPEN SPACE.....9% |
| | SMALL TOWN FEEL.....7% |
| | NEIGHBORHOOD/HOUSING...12% |
| | CITY SERVICES.....3% |
| | SAFE.....7% |
| | SCATTERED.....3% |
| | |
| 7. In general, what do you think is the most serious issue facing the community today? | DON'T KNOW/REFUSED.....7% |
| | NOTHING.....33% |
| | GROWTH.....12% |
| | TAXES.....19% |
| | SCHOOLS.....2% |
| | TRAFFIC.....3% |
| | LACK OF SHOPPING.....5% |
| | ROAD CONDITIONS.....8% |
| | LACK OF AFFORDABLE
HOUSING.....3% |
| | LACK OF BUSINESSES.....7% |
| | SCATTERED.....2% |
| | |
| 8. All in all, do you think things in Shoreview are generally headed in the right direction, or do you feel things are off on the wrong track? | RIGHT DIRECTION.....94% |
| | WRONG TRACK.....5% |
| | DON'T KNOW/REFUSED.....1% |

IF "WRONG TRACK," ASK: (N=19)

- | | |
|---|----------------------------|
| 9. Please tell me why you feel things have gotten off on the wrong track? | TOO MUCH GROWTH.....16% |
| | HIGH TAXES.....53% |
| | GOV'T DOESN'T LISTEN....5% |
| | LACK OF DIVERSITY.....5% |
| | LACK OF PUBLIC TRANSIT.11% |
| | TRAFFIC CONGESTION.....5% |
| | LACK OF SCHOOL FUNDING..5% |

10. How would you rate the sense of community identity among residents in Shoreview -- would you say it is very strong, somewhat strong, not too strong, or not at all strong?
- | | | |
|--|-------------------------|-----|
| | VERY STRONG..... | 46% |
| | SOMEWHAT STRONG..... | 50% |
| | NOT TOO STRONG..... | 3% |
| | NOT AT ALL STRONG..... | 1% |
| | DON'T KNOW/REFUSED..... | 1% |

IF "NOT TOO STRONG" OR "NOT AT ALL STRONG," ASK: (N=12)

11. What could the City do to improve the sense of community in Shoreview?

UNSURE, 33%; MORE CITY CELEBRATIONS, 33%; MORE AFFORDABLE HOUSING, 17%; BETTER PLANNING OF DEVELOPMENT, 17%.

12. Please tell me which of the following do you feel the closest connection to -- the City of Shoreview as a whole, your neighborhood, your School District or something else? (IF "SOMETHING ELSE," ASK:) What would that be?
- | | | |
|--|-------------------------|-----|
| | CITY OF SHOREVIEW..... | 18% |
| | NEIGHBORHOOD..... | 54% |
| | SCHOOL DISTRICT..... | 10% |
| | CHURCH..... | 3% |
| | WORKPLACE..... | 3% |
| | FAMILY/FRIENDS..... | 12% |
| | DON'T KNOW/REFUSED..... | 1% |

13. Do you feel accepted and welcomed in the City of Shoreview?
- | | | |
|--|-------------------------|-----|
| | YES..... | 98% |
| | NO..... | 2% |
| | DON'T KNOW/REFUSED..... | 0% |

IF "NO," ASK: (N=6)

14. Why do you feel that way?

GOVERNMENT DOESN'T LISTEN, 33%; UNFRIENDLY NEIGHBORS, 33%; RACIAL DISCRIMINATION, 33%.

Let's spend a few minutes discussing the future of the City of Shoreview.

15. When thinking about a city's quality of life, what do you think is the most important aspect of that quality?

UNSURE, 4%; SAFETY, 36%; SENSE OF COMMUNITY, 17%; GOOD SCHOOLS, 11%; UPKEEP OF CITY, 9%; OPEN SPACE/NATURE, 5%; PARKS AND RECREATION, 6%; UPKEEP OF HOUSING, 2%; SMALL TOWN FEEL, 2%; QUIET AND PEACEFUL, 3%; SCATTERED, 5%.

16. What aspects, if any, of the community should be fixed or improved in the future?

UNSURE, 19%; NOTHING, 30%; LOWER TAXES, 5%; MORE RESTAURANTS, 3%; MORE RETAIL, 6%; BETTER ROADS, 10%; MORE DIVERSITY, 4%; MORE JOBS, 2%; CONNECT TRAILS, 2%; AFFORDABLE HOUSING, 2%; LESS GROWTH, 2%; MORE PUBLIC TRANSPORTATION, 2%; MORE SENIOR HOUSING, 2%; SCATTERED, 11%.

17. What, if anything, is currently missing from the City of Shoreview which, if present, would greatly improve the quality of life for residents?

UNSURE, 23%; NOTHING, 37%; MORE RESTAURANTS, 10%; MORE RETAIL, 10%; MORE PUBLIC TRANSIT, 4%; MORE DIVERSITY, 2%; MORE JOBS, 3%; MORE ENTERTAINMENT, 2%; CONNECT TRAILS, 2%; MORE AFFORDABLE HOUSING, 2%; SCATTERED, 5%.

18. When you think about Shoreview both today and yesterday, what, if anything, do you think should be preserved for the future?

UNSURE, 6%; NOTHING, 2%; LAKES, 15%; LOW CRIME RATE/SAFETY, 6%; PARKS AND TRAILS, 28%; OPEN SPACE, 19%; SMALL TOWN FEEL, 4%; SCHOOL DISTRICT, 9%; SENSE OF COMMUNITY, 6%; CITY SERVICES, 2%; MAINTENANCE OF HOUSING, 2%; SCATTERED, 2%.

I would now like to read a list of characteristics which are a part of the overall quality of life in a community. First, for each one tell me if it is a very important aspect of quality of life, a somewhat important aspect, a not very important aspect or not at all important aspect of quality of life.

	VIM	SIM	NVI	NAA	DKR
19. Parks and trails?	65%	33%	3%	0%	0%
20. Recreational programs?	43%	47%	10%	1%	0%
21. Schools?	86%	12%	2%	0%	0%
22. Open space?	59%	33%	8%	1%	0%
23. Lakes?	48%	39%	12%	1%	0%
24. Shopping opportunities?	37%	47%	13%	3%	0%
25. Public safety?	87%	12%	1%	0%	0%
26. Community celebrations?	26%	43%	25%	7%	0%
27. Theater and Arts?	17%	43%	33%	7%	0%
28. Public transportation?	31%	46%	15%	8%	0%

Now for each one, please rate the City of Shoreview on that characteristic as excellent, good, only fair or poor.

	EXC	GOO	FAI	POO	DKR
29. Parks and trails?	71%	28%	0%	0%	1%
30. Recreational programs?	44%	50%	3%	0%	3%
31. Schools?	69%	27%	2%	0%	3%
32. Open space?	52%	40%	8%	0%	1%
33. Lakes?	50%	45%	4%	0%	1%
34. Shopping opportunities?	11%	60%	23%	6%	0%
35. Public safety?	57%	41%	2%	0%	1%
36. Community celebrations?	29%	51%	18%	1%	2%
37. Theater and Arts?	8%	57%	26%	4%	5%
38. Public transportation?	8%	44%	24%	18%	6%

Moving on....

39. During the past year, have you or members of your household used the Ramsey County Library in Shoreview?	YES.....	50%
	NO.....	50%
	DON'T KNOW/REFUSED.....	0%

Ramsey County Library is considering an expansion of the Shoreview Library. I would like to read you a list of new or enhanced services that could be offered. For each one, please tell me if you or members of your households would be very likely to use it, somewhat likely, not too likely or not at all likely to use it.

	VRL	SML	NTL	NAA	DKR
40. Additional public computers?	14%	23%	18%	45%	0%
41. Group study spaces?	11%	17%	24%	49%	0%
42. Larger children's area?	20%	15%	15%	50%	0%
43. Larger teen area?	18%	13%	18%	51%	0%
44. Improved public meeting rooms?	11%	18%	25%	46%	0%
45. Coffee shop?	30%	33%	6%	30%	1%
46. Outdoor reading areas?	30%	31%	8%	31%	0%

Let's discuss recreational opportunities in the community....

47. How would you rate park and recreational facilities in Shoreview -- excellent, good, only fair, or poor?	EXCELLENT.....	41%
	GOOD.....	58%
	ONLY FAIR.....	1%
	POOR.....	0%
	DON'T KNOW/REFUSED.....	0%

48. Which Shoreview park, if any, do you or members of your household use most frequently?	DON'T KNOW/REFUSED.....1% NONE.....12% SHOREVIEW COMMONS.....9% MCCULLOUGH.....9% LAKE JUDY.....7% WILSON.....2% SITZER.....4% BOBBY THEISEN.....2% ISLAND LAKE.....12% SNAIL LAKE.....15% BUCHER.....8% SHAMROCK.....2% LAKE OWASSO.....4% TURTLE LAKE.....10% RICE CREEK REGIONAL.....3% SUCKER LAKE/VADNAIS.....1%
49. How would you rate the upkeep and maintenance of Shoreview City Parks -- excellent, good, only fair, or poor?	EXCELLENT.....39% GOOD.....59% ONLY FAIR.....2% POOR.....0% DON'T KNOW/REFUSED.....1%
50. Do you feel that the current mix of recreational or sports facilities meets the needs of members of your household?	YES.....98% NO.....2% DON'T KNOW/REFUSED.....0%
51. Are there any additional recreational or sports facilities would you like to see the City of Shoreview offer residents? (IF "YES," ASK:) What would that be?	DON'T KNOW/REFUSED.....1% NO.....94% TENNIS COURTS.....1% SOCCER FIELDS.....1% TEEN CENTER.....1% SCATTERED.....2%
52. In the past year, have you or any members of this household participated in any city-sponsored park and recreation programs?	YES.....38% NO.....62% DON'T KNOW/REFUSED.....0%
IF "NO," ASK: (N=247)	
53. Could you tell me one or two reasons why you haven't participated in any city-sponsored park and recreation programs during the past year?	NO TIME.....22% NO INTEREST.....35% NO CHILDREN.....14% AGE/HEALTH.....24% GO ELSEWHERE.....5%

54.	Does the current mix of city-sponsored recreational programs meet the needs of members of your household?	YES.....96%
		NO.....4%
		DON'T KNOW/REFUSED.....0%

Changing focus....

55.	How often do you or members of your household use the trail system, weather permitting -- twice or more per week, weekly, two or three times per month, monthly, quarterly, less frequently or not at all?	TWICE OR MORE A WEEK...26%
		WEEKLY.....30%
		TWO/THREE PER MONTH...14%
		MONTHLY.....12%
		QUARTERLY.....3%
		LESS FREQUENTLY.....5%
		NOT AT ALL.....10%
		DON'T KNOW/REFUSED.....0%

56.	Are there any areas in the City of Shoreview that are lacking trails? (IF "YES," ASK:) Where would that be?	DON'T KNOW/REFUSED.....11%
		NO.....85%
		AROUND LAKES.....1%
		HIGHWAY 96.....1%
		SCATTERED.....2%

57.	During the past year, have you or any members of your household used the Shoreview Community Center?	YES.....53%
		NO.....47%
		DON'T KNOW/REFUSED.....0%

IF "NO," SKIP TO QUESTION #70.
 IF "YES," ASK: (N=213)

58.	Are you or members of your household currently members of the Shoreview Community Center? (IF "NO," ASK:) Were you members in the past?	YES.....64%
		NO/YES.....14%
		NO/NO.....22%
		DON'T KNOW/REFUSED.....0%

IF "NO/YES," ASK: (N=29)

59.	Could you tell me one or two reasons why you dropped your membership at the Community Center?	DIDN'T USE ENOUGH.....21%
		NO NEED.....21%
		HIGH COST.....21%
		AGE.....17%
		JOINED ELSEWHERE.....7%
		NO CHILDREN.....7%
		SCATTERED.....7%

IF "NO/NO," ASK: (N=47)

60. What changes or improvements in the Community Center or the membership package, if any, could induce you to become a member?
- DON'T KNOW/REFUSED.....0%
 NOTHING.....65%
 LOWER COST.....25%
 BETTER HOURS.....2%
 MORE PROGRAMS.....6%
 SCATTERED.....2%
61. About how often do you or members of your household use the Community Center -- twice or more per week, weekly, two or three times per month, monthly, quarterly, or less frequently?
- TWICE OR MORE/WEEK.....18%
 WEEKLY.....40%
 TWO/THREE PER MONTH....20%
 MONTHLY.....8%
 QUARTERLY.....6%
 LESS FREQUENTLY.....8%
 DON'T KNOW/REFUSED.....1%
62. Which of the following is the primary reason you used the Community Center during the past year? (ROTATE)
- A. Tropics Water Park;
 B. Fitness Center;
 C. Gymnasium;
 D. Meeting;
 E. Indoor playground;
 F. Something else.
- OPTION A.....20%
 OPTION B.....42%
 OPTION C.....7%
 OPTION D.....6%
 OPTION E.....3%
 OPTION F.....4%
 COMBINATION.....16%
 DON'T KNOW/REFUSED.....1%
63. Have you used the Community Center to take recreational programs, such as swimming lessons or fitness classes?
- YES.....70%
 NO.....28%
 DON'T KNOW/REFUSED.....1%

For each of the following characteristics of the Shoreview Community Center, rate the facility as excellent, good, only fair, or poor. If you have no opinion, just say so....

	EXCL	GOOD	FAIR	POOR	DK/R
64. Customer service?	49%	49%	0%	0%	1%
65. Operating hours?	28%	58%	12%	0%	2%
66. Cleanliness?	53%	42%	4%	0%	1%
67. Cost of membership?	16%	55%	25%	1%	3%
68. Cost of programs?	17%	55%	23%	2%	3%
69. Overall experience?	33%	65%	1%	0%	1%

IF "NO" IN QUESTION #57, ASK: (N=187)

70. Could you tell me one or two reasons why you and household members haven't used the Community Center facilities?

DON'T KNOW/REFUSED.....2%
 NO TIME.....33%
 NO INTEREST.....37%
 AGE AND HEALTH.....20%
 GO ELSEWHERE.....6%
 SCATTERED.....2%

ASK EVERYONE:

71. Is there one change or improvement, in particular, in the Community Center which would induce you to visit it more often?

DON'T KNOW/REFUSED.....1%
 NO.....69%
 BETTER TIMES.....4%
 NO EXTRA CHARGES.....8%
 LOWER COST.....8%
 LESS CROWDED.....3%
 MORE PROGRAMS.....4%
 SCATTERED.....3%

Changing topics....

I would like to read you a list of a few city services. For each one, please tell me whether you would rate the quality of the service as excellent, good, only fair, or poor....

	EXCL	GOOD	FAIR	POOR	DK/R
72. Police protection?	64%	33%	2%	0%	1%
73. Fire protection?	64%	34%	0%	0%	2%
74. Sewer and water?	21%	75%	3%	0%	2%
75. Drainage and flood control?	15%	78%	4%	1%	3%
76. Building inspections?	18%	68%	2%	1%	13%
77. Animal control?	18%	70%	6%	1%	5%
78. Pond maintenance?	18%	65%	3%	1%	13%

FOR EACH "ONLY FAIR" OR "POOR" RESPONSE, ASK: (N=73%

79. Why did you rate _____ as (only fair/poor)?

DON'T KNOW/REFUSED.....0%
 COULD IMPROVE.....11%
 WILD TURKEYS.....19%
 FLOODING.....16%
 MORE PATROLLING.....7%
 POOR INSPECTIONS.....4%
 LACK OF ENFORCEMENT.....7%
 BARKING DOGS.....8%
 DIRTY POND WATER.....16%
 POOR DRINKING WATER.....3%
 LOOSE ANIMALS.....6%
 SCATTERED.....3%

For the next set of city services, please consider only their job on city-maintained streets and roads in neighborhoods. That means you should exclude state and county roads, such as Highway 96, Highway 49 and Lexington Avenue, that are taken care of by other levels of government. Keeping that in mind, would you rate each of the following as excellent, good, only fair or poor.....

	EXCL	GOOD	FAIR	POOR	DK/R
80. Street repair and maintenance?	18%	58%	19%	5%	0%
81. Trail maintenance?	35%	60%	1%	0%	4%
82. Snow plowing of residential streets?	36%	58%	5%	0%	1%
83. Snow plowing of trails?	29%	59%	5%	0%	7%
84. How would you rate the quality of city drinking water -- excellent, good, only fair, or poor?					
			EXCELLENT.....	17%	
			GOOD.....	78%	
			ONLY FAIR.....	4%	
			POOR.....	1%	
			DON'T KNOW/REFUSED.....	0%	

IF "ONLY FAIR" OR "POOR," ASK: (N=21)

85. Why did you rate the drinking water as (only fair/poor)?

CLOUDY WATER, 24%; RUSTY WATER, 5%; POOR TASTE, 33%;
TOO MUCH IRON, 24%; HARD WATER, 14%.

86. When you consider the city property taxes you pay and the quality of city services you receive, would you rate the general value of city services as excellent, good, only fair, or poor?			EXCELLENT.....	11%	
			GOOD.....	76%	
			ONLY FAIR.....	10%	
			POOR.....	1%	
			DON'T KNOW/REFUSED.....	3%	
87. Would you favor or oppose an increase in YOUR city property tax if it were needed to maintain city services at their current levels? (WAIT FOR RESPONSE) Do you feel strongly that way?			FAVOR/STRONGLY.....	2%	
			FAVOR.....	44%	
			OPPOSE.....	31%	
			OPPOSE/STRONGLY.....	16%	
			DON'T KNOW/REFUSED.....	8%	

Changing topics....

88.	Other than voting, do you feel that if you wanted to, you could have a say about the way the City of Shoreview runs things?	YES.....82% NO.....15% DON'T KNOW/REFUSED.....4%
89.	How much do you feel you know about the work of the Mayor and City Council -- a great deal, a fair amount, or very little?	GREAT DEAL.....14% FAIR AMOUNT.....54% VERY LITTLE.....32% DON'T KNOW/REFUSED.....0%
90.	From what you know, do you approve or disapprove of the job the Mayor and City Council are doing? (WAIT FOR RESPONSE) And do you feel strongly that way?	STRONGLY APPROVE.....24% SOMEWHAT APPROVE.....68% SOMEWHAT DISAPPROVE.....4% STRONGLY DISAPPROVE.....2% DON'T KNOW/REFUSED.....3%
91.	How much first-hand contact have you had with the Shoreview City Staff -- quite a lot, some, very little, or none?	QUITE A LOT.....10% SOME.....46% VERY LITTLE.....32% NONE.....13% DON'T KNOW/REFUSED.....0%
92.	From what you have seen or heard, how would you rate the job performance of the Shoreview City Staff -- excellent, good, only fair, or poor?	EXCELLENT.....16% GOOD.....77% ONLY FAIR.....5% POOR.....1% DON'T KNOW/REFUSED.....2%
	IF A RATING IS GIVEN, ASK: (N=20)	
93.	Why do you feel that way?	DON'T KNOW/REFUSED.....0% GOOD JOB.....43% NO PROBLEMS.....36% DON'T LISTEN.....2% HELPFUL/FRIENDLY.....15% COULD IMPROVE.....3% SCATTERED.....2%
94.	During the past year, have you telephoned or visited Shoreview City Hall?	YES.....36% NO.....64% DON'T KNOW/REFUSED.....0%
	IF "YES," ASK: (N=144)	
95.	Thinking about your last contact with the City would you rate the overall service you received as excellent, good, only fair, or poor?	EXCELLENT.....29% GOOD.....66% ONLY FAIR.....5% POOR.....1% DON'T KNOW/REFUSED.....0%

IF "ONLY FAIR" OR "POOR," ASK: (N=8)

96. Why do you feel that way?

STRICT INSPECTIONS, 13%; SLOW RESPONSE, 25%;
DIDN'T LISTEN, 13%; POOR STREET REPAIR, 13%; NO
FOLLOW THROUGH, 13%; NOT FRIENDLY, 25%.

Moving on....

97. How would you rate the general condition and appearance of homes in your neighborhood -- excellent, good, only fair, or poor?	EXCELLENT.....32%
	GOOD.....66%
	ONLY FAIR.....3%
	POOR.....0%
	DON'T KNOW/REFUSED.....0%

IF "ONLY FAIR" OR "POOR," ASK: (N=12)

98. Why do you feel that way?	MESSY YARDS.....33%
	JUNK CARS.....17%
	RUNDOWN PROPERTIES.....50%
99. How would you rate the general condition and appearance of yards in your neighborhood -- excellent, good, only fair, or poor?	EXCELLENT.....30%
	GOOD.....64%
	ONLY FAIR.....6%
	POOR.....1%
	DON'T KNOW/REFUSED.....0%
100. Over the past two years, has the appearance of your neighborhood improved, declined or remained the same?	IMPROVED.....21%
	DECLINED.....5%
	REMAINED THE SAME.....73%
	DON'T KNOW/REFUSED.....1%
101. Is the City of Shoreview doing enough, too much or too little in providing residents and business owners opportunities to maintain and improve the appearance of their properties?	ENOUGH.....88%
	TOO MUCH.....2%
	TOO LITTLE.....5%
	DON'T KNOW/REFUSED.....5%
102. Are you aware of homes or properties in your neighborhood that are in foreclosure?	YES.....25%
	NO.....75%
	DON'T KNOW/REFUSED.....1%

IF "YES," ASK: (N=99)

103. Do you have any specific concerns about these properties?
(IF "YES," ASK:) What would those be?
- | | |
|-------------------------|-----|
| DON'T KNOW/REFUSED..... | 0% |
| NO..... | 51% |
| LOWER PROPERTY VALUES.. | 12% |
| POOR MAINTENANCE..... | 13% |
| VACANT HOUSING..... | 11% |
| VANDALISM..... | 13% |
104. Are you aware of homes in your neighborhood that are being rented?
- | | |
|-------------------------|-----|
| YES..... | 34% |
| NO..... | 66% |
| DON'T KNOW/REFUSED..... | 0% |

IF "YES," ASK: (N=135)

105. Do you have any specific concerns about these properties?
(IF "YES," ASK:) What would those be?
- | | |
|--------------------------|-----|
| DON'T KNOW/REFUSED..... | 0% |
| NO..... | 64% |
| LOWER PROPERTY VALUES... | 7% |
| POOR MAINTENANCE..... | 19% |
| LOW INCOME PEOPLE..... | 7% |
| SCATTERED..... | 3% |
106. Have you done any remodeling or home improvements in the past five years?
- | | |
|-------------------------|-----|
| YES..... | 43% |
| NO..... | 56% |
| DON'T KNOW/REFUSED..... | 2% |

IF "YES," ASK: (N=171)

107. What remodeling or home improvements have you undertaken?
- | | |
|-------------------------|-----|
| DON'T KNOW/REFUSED..... | 0% |
| ROOF/SIDING..... | 24% |
| WINDOWS..... | 15% |
| DECK/PATIO..... | 15% |
| KITCHEN..... | 16% |
| BATHROOMS..... | 10% |
| BASEMENT..... | 9% |
| FLOORING..... | 5% |
| FURNANCE..... | 2% |
| SCATTERED..... | 4% |

IF "NO," ASK:

108. Why haven't you undertaken any remodeling or home improvements?
- | | |
|-------------------------|-----|
| DON'T KNOW/REFUSED..... | 1% |
| NO NEED..... | 86% |
| NO INTEREST..... | 4% |
| CAN'T AFFORD..... | 3% |
| RENT..... | 7% |

The City of Shoreview contracts with the Greater Metropolitan Housing Corporation to provide Shoreview residents with the Housing Resource Center. This center offers free home improvement

counseling services to residents and access to a variety of loan programs including the Shoreview Home Improvement Loan.

109. Prior to this survey, were you aware of the Housing Resource Center? YES.....53%
 NO.....46%
 DON'T KNOW/REFUSED.....1%

For each of the following, please tell me whether the City is too tough, about right, or not tough enough in enforcing city codes on the nuisances.

	TOO TOU	NOT TOU	ABO RIG	DK/ REF
110. Weeds and tall grass on residential properties?	1%	12%	86%	1%
111. Animal control?	2%	6%	90%	2%
112. Junk cars?	1%	14%	84%	1%
113. Messy yards?	1%	17%	83%	0%
114. Noise?	0%	16%	84%	0%
115. Storage of garbage and recycling bins?	2%	4%	92%	3%
116. Storage of RVs on residential properties?	3%	7%	86%	4%
117. Storage of boats on residential properties?	4%	7%	85%	4%

Currently, the City of Shoreview generally enforces codes concerning residential property when a complaint is made. Some cities take a more active approach and inspect residential neighborhoods for code violations on an on-going basis.

118. Would you favor or oppose a more active approach by the City in the enforcement of residential property codes? (WAIT FOR RESPONSE) Do you feel strongly that way? STRONGLY FAVOR.....7%
 FAVOR.....61%
 OPPOSE.....21%
 STRONGLY OPPOSE.....3%
 DON'T KNOW/REFUSED.....9%

Turning to the issue of public safety in the community....

119. Are there any areas in Shoreview where you would be afraid to walk alone at night? YES.....13%
 NO.....86%
 DON'T KNOW/REFUSED.....1%

IF "YES," ASK: (N=53)

120. What area particularly concerns you?	EVERYWHERE.....32%
	PARKS.....13%
	TRAILS.....17%
	RICE STREET.....11%
	HIGHWAY 96.....4%
	LEXINGTON AVENUE.....9%
	SHOPPING PARKING LOTS...6%
	SCATTERED.....8%

I would like to read you a short list of public safety concerns.

121. Please tell me which one you consider to be the greatest concern in Shoreview? If you feel that none of these problems are serious in Shoreview, just say so.

122. Which do you consider to be the second major concern in the city? Again, if you feel that none of the remaining problems are serious in the city, just say so.

	FIRST	SECOND
Violent crime.....	1%	3%
Traffic speeding.....	23%	12%
Drugs.....	8%	10%
Youth crimes and vandalism.....	17%	18%
Identity theft.....	2%	5%
Break-ins and theft from automobiles.....	17%	13%
Business crimes, such as shop- lifting and check fraud.....	4%	3%
Residential crimes, such as burglary, and theft.....	5%	8%
ALL EQUALLY.....	1%	1%
NONE OF THE ABOVE.....	21%	27%
DON'T KNOW/REFUSED.....	1%	1%

123. How would you rate the amount of patrolling the Ramsey County Sheriff's Department does in your neighborhood -- would you say they do too much, about the right amount, or not enough?	TOO MUCH.....0%
	ABOUT RIGHT AMOUNT.....90%
	NOT ENOUGH.....10%
	DON'T KNOW/REFUSED.....0%

124. How serious of a problem is traffic speeding in your neighborhood -- very serious, somewhat serious, not too serious, or not at all serious?	VERY SERIOUS.....4%
	SOMEWHAT SERIOUS.....33%
	NOT TOO SERIOUS.....41%
	NOT AT ALL SERIOUS.....23%
	DON'T KNOW/REFUSED.....0%

125. Now I would like to read you a short list of driving behaviors. Please tell me which one, if any, you consider to be the most serious traffic concern in the City of Shoreview.

Speeding.....24%
 Aggressive driving.....11%
 Driving under the influence.....6%
 Running traffic lights and stop signs.....11%
 Distracted driving.....34%
 SOMETHING ELSE (TEEN DRIVING).....1%
 NONE (VOL.).....13%
 DON'T KNOW/REFUSED.....0%

Changing topics...

I would like to read you a list of characteristics of a community. For each one, please tell me if you think Shoreview currently has too many or too much, too few or too little, or about the right amount.

	MANY /MCH	FEW/ LITT	ABT RGHT	DK/ REFD
126. The number of people residing in the community?	7%	0%	93%	0%
127. Affordable rental units?	9%	21%	57%	13%
128. Luxury rental units?	9%	16%	57%	18%
129. Condominiums?	6%	13%	72%	9%
130. Townhouses?	5%	12%	75%	7%
131. Starter homes for young families?	0%	38%	55%	7%
132. "Move up" housing?	4%	18%	72%	7%
133. Higher cost housing?	8%	6%	78%	8%
134. assisted living for seniors?	2%	20%	61%	17%
135. nursing homes?	3%	20%	59%	18%
136. one level housing for seniors maintained by an association?	1%	20%	58%	21%
137. Affordable housing, defined by the Metropolitan Council as a single family home costing less than \$160,250?	0%	32%	60%	8%
138. Racial diversity?	5%	18%	75%	2%
139. Income diversity?	10%	10%	78%	2%
140. Age diversity?	8%	9%	82%	2%
141. Parks and open spaces?	2%	5%	93%	0%
142. Trails and bikeways?	2%	6%	92%	0%
143. Service and retail establishments?	1%	38%	61%	1%
144. Entertainment and dining opportunities?	0%	52%	49%	0%
145. Full-time job opportunities?	0%	47%	45%	8%

146. If you were going to move from your current home for upgrading, how committed would you be to stay in Shoreview -- very committed, somewhat committed, not too committed or not at all committed?
147. And, if you were going to move from your current home for downsizing, how committed would you be to stay in Shoreview -- very committed, somewhat committed, not too committed, or not at all committed?
148. What retail or business services do you feel are lacking or are limited in Shoreview?

VERY COMMITTED.....42%
 SOMEWHAT COMMITTED.....40%
 NOT TOO COMMITTED.....10%
 NOT AT ALL COMMITTED....5%
 DON'T KNOW/REFUSED.....3%

VERY COMMITTED.....39%
 SOMEWHAT COMMITTED.....39%
 NOT TOO COMMITTED.....12%
 NOT AT ALL COMMITTED....5%
 DON'T KNOW/REFUSED.....6%

DON'T KNOW/REFUSED.....2%
 NONE.....39%
 FINE DINING.....13%
 FAMILY RESTAURANTS.....24%
 ENTERTAINMENT.....8%
 BOUTIQUE SHOPS.....8%
 FAST FOOD.....2%
 BIG BOX RETAIL.....2%
 SCATTERED.....3%

Changing topics.....

I would like to read you a list of issues relating to sustainability. For each of the following, please tell me if that issue is very important to you, somewhat important, not too important or not at all important?

	VRI	SMI	NTI	NAA	DKR
149. Energy conservation?	61%	26%	4%	9%	0%
150. Expanded mass transit options?	36%	36%	15%	13%	0%
151. Environmentally responsible yard care, such as rain barrels and composting?	43%	40%	5%	12%	1%
152. Reducing waste?	60%	28%	1%	11%	1%
153. Development of community gardens?	40%	39%	12%	10%	0%
154. Farmer's Market?	43%	42%	7%	9%	0%
155. How would you rate the water quality in city lakes -- excellent, good, only fair, or poor?	EXCELLENT.....8%	GOOD.....80%	ONLY FAIR.....10%	POOR.....1%	DON'T KNOW/REFUSED.....2%

156. Do you live on a lake in the City of Shoreview? YES.....10%
 NO.....89%
 DON'T KNOW/REFUSED.....1%

IF "NO," ASK: (N=41)

157. Do you or members of your household use city lakes for recreational purposes? YES.....54%
 NO.....46%
 DON'T KNOW/REFUSED.....0%

IF "YES," ASK: (N=193)

158. What activities do you or members of your household undertake on city lakes? DON'T KNOW/REFUSED.....0%
 SWIMMING.....33%
 BOATING.....38%
 FISHING.....29%

Changing topics....

Most communities have one of two systems for garbage collection. In an open collection system, like the City of Shoreview currently has, residents choose their hauler from several different companies serving the community. Other cities use an organized collection system, where the City contracts with haulers for collection throughout the city.

159. Would you favor or oppose the City of Shoreview changing from the current system in which residents may choose from several different haulers to a system where the City chooses specific haulers for the whole community? (WAIT FOR RESPONSE) Do you feel strongly that way? STRONGLY FAVOR.....3%
 FAVOR.....22%
 OPPOSE.....43%
 STRONGLY OPPOSE.....18%
 DON'T KNOW/REFUSED.....14%

IF A RESPONSE IS GIVEN, ASK: (N=345)

160. Could you tell me one or two reasons for your decision? DON'T KNOW/REFUSED.....0%
 LIKE CURRENT HAULER....21%
 WANT CHOICE.....39%
 CHOICE/LOWER COST.....12%
 LESS TRUCK TRAFFIC.....12%
 LESS STREET MAINTENANCE.5%
 LESS NOISE.....3%
 LESS POLLUTION.....2%
 ORGANIZED/LOWER COST....5%

Moving on.....

161. Do you leave the City of Shoreview to go to work on a daily or regular basis?	YES.....53% NO.....47% DON'T KNOW/REFUSED.....0%
--	--

IF "YES," ASK: (N=211)

162. Where to?	ROSEVILLE.....14% MINNEAPOLIS.....25% SAINT PAUL.....16% NEW BRIGHTON.....4% ARDEN HILLS.....6% FRIDLEY.....5% VARIES.....10% BLOOMINGTON/RICHFIELD...7% OTHER RAMSEY SUBURBS....4% OTHER ANOKA SUBURBS.....5% REST OF METRO.....3%
----------------	---

163. Do you or any household member regularly use public transportation to get to work?	YES.....12% NO.....79% NOT APPLICABLE.....9% DON'T KNOW/REFUSED.....0%
---	---

IF "NO," ASK: (N=317)

164. Why don't you or other and household members use public transportation?	NOT CONVENIENT.....16% PREFER/NEED CAR.....40% NO NEED.....37% NO ROUTES AVAILABLE.....6% SCATTERED.....1%
--	--

165. Are there any changes or improvements which could make you more likely to commute to your place of work by public transportation?	DON'T KNOW/REFUSED.....0% NO.....82% ROUTES TO WHERE NEEDED.11% MORE FREQUENT TIMES.....6% SCATTERED.....1%
--	---

166. Do you work at home in a business?	YES.....7% NO.....92% DON'T KNOW/REFUSED.....1%
---	---

Changing topics....

167. How would you rate the City's overall performance in communicating key local issues to residents in its publications, on the Website, and on cable television -- excellent, good, only fair, or poor?	EXCELLENT.....8% GOOD.....82% ONLY FAIR.....9% POOR.....1% DON'T KNOW/REFUSED.....1%
168. What is your primary source of information about the City of Shoreview?	DON'T KNOW/REFUSED.....0% NONE.....1% CITY NEWSLETTER.....66% CITY WEBSITE.....10% LOCAL NEWSPAPER.....13% CABLE TELEVISION.....2% WORD OF MOUTH.....3% PIONEER PRES/STRIB.....5% SCATTERED.....1%
169. How would you most prefer to receive information about Shoreview City Government and its activities -- (ROTATE) e-mail, information on the city's website, city publications and newsletters, mailings to your home, local weekly newspaper coverage, cable television programming, or the city's Facebook page?	E-MAIL.....9% CITY WEBSITE.....11% PUBLICATIONS/NEWSLTRS..56% MAILINGS TO HOME.....13% LOCAL WEEKLY PAPERS.....8% CABLE TV.....1% CITY FACEBOOK PAGE.....1% SCATTERED.....2%
170. Do you recall receiving the City publication -- "The Shore Views" -- during the past year?	YES.....90% NO.....10% DON'T KNOW/REFUSED.....0%
IF "YES," ASK: (N=360)	
171. Do you or any members of your household regularly read it?	YES.....96% NO.....4% DON'T KNOW/REFUSED.....0%
172. Do you tend to keep it around for later reference or toss it after you have read through it?	KEEP AROUND.....41% TOSS IT.....31% ABOUT EQUAL.....28% DON'T KNOW/REFUSED.....0%

173. How effective is this city publication in keeping you informed about activities in the city -- very effective, somewhat effective, not too effective, or not at all effective?

VERY EFFECTIVE.....	40%
SOMEWHAT EFFECTIVE.....	56%
NOT TOO EFFECTIVE.....	4%
NOT AT ALL EFFECTIVE....	0%
DON'T KNOW/REFUSED.....	0%

As you may recall, "The Shore Views" is composed of two sections: the City Newsletter and the quarterly Recreation Program catalog.

174. Which sections do you tend to read -- the city newsletter, the recreational program catalog, or both?

CITY NEWSLETTER.....	44%
RECREATION CATALOG.....	5%
BOTH.....	51%
DON'T KNOW/REFUSED.....	0%

IF "RECREATION CATALOG" OR "BOTH," ASK: (N=200)

175. How effective is the Program Catalog in keeping you informed about city-sponsored recreation programs -- very effective, somewhat effective, not too effective, or not at all effective?

VERY EFFECTIVE.....	35%
SOMEWHAT EFFECTIVE.....	64%
NOT TOO EFFECTIVE.....	1%
NOT AT ALL EFFECTIVE....	0%
DON'T KNOW/REFUSED.....	0%

176. Does your household currently subscribe to cable television, satellite television, or neither?

CABLE.....	55%
SATELLITE.....	32%
NEITHER.....	13%
DON'T KNOW/REFUSED.....	0%

IF "CABLE," ASK: (N=218)

For each of the following, please tell me if you have watched that channel or program during the past month? (IF "NO," ASK:) How about during the past six months?

	MONT	SIXM	NOWT	DK/R
177. Local Government Access				
Channel 16?	6%	23%	72%	0%
178. City Council meetings?	7%	16%	77%	0%
179. Planning Commission Meetings?	3%	12%	84%	0%
180. Other public access programs?	1%	2%	97%	0%

IF #1 OR #2 IN QUESTION #180, ASK: (N=8)

181. What public access programs do you watch?

CITY PARADE, 43%; INSIDE THIS ISSUE, 57%.

182. Do you have access to the Internet from your home? YES.....87%
NO.....13%
DON'T KNOW/REFUSED.....0%

IF "YES," ASK: (N=349)

183. Do you access the Internet by DSL, broadband cable, dial-up modem or wireless service? DSL.....19%
BROADBAND CABLE.....36%
DIAL-UP MODEM.....2%
WIRELESS.....43%
DON'T KNOW/REFUSED.....0%

IF AN ACCESS IS GIVEN, ASK: (N=348)

184. How would you rate your overall satisfaction with your Internet access -- excellent, good, only fair, or poor? EXCELLENT.....14%
GOOD.....78%
ONLY FAIR.....8%
POOR.....1%
DON'T KNOW/REFUSED.....0%

185. Have you accessed the City of Shoreview's website? YES.....67%
NO.....33%
DON'T KNOW/REFUSED.....0%

IF "YES," ASK: (N=233)

186. How would you evaluate the content of the City's web site -- excellent, good, only fair, or poor? EXCELLENT.....15%
GOOD.....80%
ONLY FAIR.....5%
POOR.....0%
DON'T KNOW/REFUSED.....0%

187. How would you rate the ease of navigating the site and finding the information you sought -- excellent, good, only fair, or poor? EXCELLENT.....18%
GOOD.....73%
ONLY FAIR.....9%
POOR.....0%
DON'T KNOW/REFUSED.....0%

188. On your last visit to the website, what information were you looking for?

DON'T KNOW/REFUSED.....	0%
JUST BROWSING.....	33%
GENERAL INFORMATION....	37%
CODES/ORDINANCES.....	10%
DEVELOPMENT.....	4%
CITY COUNCIL.....	3%
CITY NEWS.....	8%
CRIME STATISTICS.....	2%
PARKS AND RECREATION....	2%
SCATTERED.....	2%

189. What information would you like to see placed on the City of Shoreview's web site?

DON'T KNOW/REFUSED.....	14%
NONE/FINE AS IS.....	72%
BUDGET INFORMATION.....	7%
COUNCIL DECISIONS.....	4%
SCATTERED.....	2%

I would like to ask you about social media sources. For each one, tell me if you currently use that source of information; then, for each you currently use, tell me if you would be likely or unlikely to use it to obtain information about the City of Shoreview.

	NOT USE	USE LIK	USE NLK	DK/ REF
190. Facebook?	47%	27%	26%	1%
191. Twitter?	66%	16%	17%	1%
192. YouTube?	67%	17%	15%	1%
193. Blogs?	77%	10%	13%	1%
194. Podcasts?	83%	8%	8%	1%
195. E-mail blasts?	75%	17%	7%	1%

Continuing....

196. In what public school district do you reside - Mounds View Public Schools or the Roseville Area Public Schools?

MOUNDS VIEW.....	86%
ROSEVILLE AREA.....	8%
DON'T KNOW/REFUSED.....	6%

197. How would you rate the quality of education provided by the Public School District in which you reside -- excellent, good, only fair or poor?

EXCELLENT.....	32%
GOOD.....	62%
ONLY FAIR.....	2%
POOR.....	1%
DON'T KNOW/REFUSED.....	4%

198. How would you rate the School District in listening and responding to the concerns of students, parents, and community members -- excellent, good, only fair, or poor?	EXCELLENT.....	24%
	GOOD.....	68%
	ONLY FAIR.....	2%
	POOR.....	1%
	DON'T KNOW/REFUSED.....	5%

Now, just a few more questions for demographic purposes....

199. What is your age, please?	18-24.....	2%
	25-34.....	16%
	35-44.....	18%
	45-54.....	26%
	55-64.....	22%
	65 AND OVER.....	16%
	REFUSED.....	0%

Could you tell me how many people in each of the following age groups live in your household. Let's start oldest to youngest...

200. First, persons over 65?	NONE.....	78%
	ONE.....	12%
	TWO OR MORE.....	10%
201. Adults between the ages of 50 and 64?	NONE.....	58%
	ONE.....	21%
	TWO OR MORE.....	21%
202. Adults between the ages of 18 and 49?	NONE.....	43%
	ONE.....	18%
	TWO OR MORE.....	39%
203. School-aged children or pre-schoolers?	NONE.....	70%
	ONE.....	11%
	TWO OR MORE.....	19%
204. Do you rent or own your present residence?	OWN.....	84%
	RENT.....	16%
	REFUSED.....	0%

IF "OWN," ASK: (N=338)

205. Which of the following categories contains the approximate value of your residential property -- under \$150,000, \$150,000-\$250,000, \$250,001-\$350,000, \$350,001-\$450,000, or over \$450,000?	UNDER \$150,000.....	5%
	\$150,000-\$250,000.....	32%
	\$250,001-\$350,000.....	31%
	\$350,001-\$450,000.....	16%
	OVER \$450,000.....	6%
	DON'T KNOW.....	1%
	REFUSED.....	8%

206. Which of the following best describes your household: (READ)

A. Single, no other family at home.	SINGLE/NO OTHER.....20%
B. Single parent with children at home.	SINGLE PARENT.....2%
C. Married or partnered, with children at home.	MAR/PARTN/CHILDREN.....29%
D. Married or partnered with no children or no children at home.	MAR/PARTN/NO CHILD.....48%
E. Something else.	SOMETHING ELSE.....1%
	DON'T KNOW/REFUSED.....1%

207. Are you a member of a private health club?

YES.....	10%
NO.....	90%
DON'T KNOW/REFUSED.....	0%

208. What is your occupation and the occupation of your spouse or partner, if applicable?

REFUSED, 4%; PROFESSIONAL-TECHNICAL, 32%; OWNER-MANAGER, 12%; CLERICAL-SALES, 12%; BLUE COLLAR, 15%; RETIRED, 20%; NOT WORKING/STUDENT, 5%.

209. Is your household telephone service by land line only, cell phone only, or both land line and cell phone?

LAND LINE ONLY.....	16%
CELL PHONE ONLY.....	30%
BOTH LAND/CELL.....	54%
DON'T KNOW/REFUSED.....	0%

And now, for one final question, keeping in mind that your answers are held strictly confidential....

210. Is your pre-tax yearly household income over or under \$75,000? (IF "OVER," ASK:)

Is it over \$100,000? (IF YES, ASK)	UNDER \$50,000.....	17%
Is it over \$125,000? (IF "UNDER," ASK:)	\$50,000-\$75,000.....	21%
Is it under \$50,000?	\$75,001-\$100,000.....	19%
	\$100,001-\$125,000.....	15%
	OVER \$125,000.....	14%
	DON'T KNOW.....	1%
	REFUSED.....	14%

211. Gender

MALE.....	49%
FEMALE.....	51%

212. Area of City

PRECINCT 1N.....	10%
PRECINCT 1S.....	8%
PRECINCT 2.....	9%
PRECINCT 3.....	20%
PRECINCT 4.....	15%
PRECINCT 5.....	23%
PRECINCT 6.....	16%