

**CITY OF SHOREVIEW  
MINUTES  
REGULAR CITY COUNCIL MEETING  
November 4, 2013**

**CALL TO ORDER**

Mayor Martin called the regular meeting of the Shoreview City Council to order at 7:00 p.m. on November 4, 2013.

**PLEDGE OF ALLEGIANCE**

The meeting opened with the Pledge of Allegiance.

**ROLL CALL**

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

**APPROVAL OF AGENDA**

MOTION: by Councilmember Wickstrom, seconded by Councilmember Johnson to approve the November 4, 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, November 22, 2013, there will be a Dive-in Movie at 7:00 p.m. Reservations are needed.

**Councilmember Wickstrom:**

In honor of Veterans Day, Beyond the Yellow Ribbon will serve free burgers for veterans and their families, from 5:00 to 8:00 p.m. at the VFW in White Bear Lake next Monday.

The Shoreview Northern Lights Variety Band will hold its annual Holiday Concert on Saturday, December 14, 2013, at Benson Great Hall at Bethel University at 7:00 p.m. Tickets are \$10.00 if purchased ahead of time at City Hall or online at [www.snlyb.com](http://www.snlyb.com). Tickets purchased at the door are \$12.00.

Tuesday, November 5th is Election Day for the School Board and renewing levy. Everyone is encouraged to vote.

**Councilmember Withhart:**

Shoreview will host the 9th Annual Active Life Fair for aging adults and their families and caretakers. It will be Thursday, November 7, 2013. It is an all-day event with many screening tests and information from providers available.

**Councilmember Johnson:**

The annual Holiday Lighting Ceremony will take place at City Hall on Monday, November 25, 2013, from 6:00 to 7:00 p.m. All residents are invited. Choirs from the fourth and fifth grades at Turtle Lake Elementary, Island Lake and Montessori Schools will perform.

On Thursday, December 5, 2013, the annual fundraiser for the Shoreview Community Foundation will be at the Community Center. Mr. Tom Landwehr from the DNR will be the featured speaker. There is a complimentary dinner. Please make reservations with Marsha Soucheray at 651-484-6059.

**Councilmember Quigley:**

The Volunteer Recognition Dinner will be Thursday evening, November 14, 2013, at 5:30 p.m., at the Community Center.

Mayor Martin added that the Citizen of the Year award will also be presented at that event as well as recognizing all commission and committee members who volunteer their time.

**CONSENT AGENDA**

Item Nos. 2 and 9 were pulled for a separate vote.

**MOTION:** by Councilmember Withhart, seconded by Councilmember Wickstrom to adopt the Consent Agenda for November 4, 2013, and all relevant resolutions for item Nos. 1, 3 through 8, and 10 through 12:

1. October 14, 2013 City Council Workshop Meeting Minutes
3. Receipt of Committee/Commission Minutes:
  - Planning commission, September 24, 2013
  - Economic Development Authority, October 14, 2013
  - Human Rights Commission, October 23, 2013

- Environmental Quality Committee, October 28, 2013

4. Verified Claims
5. Purchases
6. Approval of Application for Exempt Permit - Shoreview Einhausen Sister City Association
7. Award of Health Insurance
8. Approval of Final Payment - 2013 Street Light Project, CP 13-05
10. Approval of Renewal for City Attorney Services
11. Conditional Use Permit - Thomas and Susan Walgren, 212 Bridge Street
12. Comprehensive Sign Plan Review - Dr. Robert Thatcher/John Traeger, 1050 County Road E

VOTE:           Ayes - 5                           Nays - 0

MOTION:       by Councilmember Wickstrom, seconded by Councilmember Quigley to approve item No. 2 on the Consent Agenda, October 21, 2013 City Council Meeting Minutes and item No. 9, Change Order #4 and Payment #6 (Final)-- Floral/Demar/Hanska Reconstruction, CP 12-01.

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

### **PUBLIC HEARINGS**

There were none.

### **GENERAL BUSINESS**

Mayor Martin announced that last June Finance Director Jeanne Haapala was selected by the League of Minnesota Cities to earn the Leadership Award, the League's highest award to appointed City officials. Jeanne was selected for this honor in recognition of her outstanding work and commitment, dedication and creativity to the City of Shoreview and to the government finance profession. She has been with Shoreview since 1988. She has helped Shoreview to earn the AAA bond rating, which has helped the City save hundreds of thousands of dollars. She has also led the City's efforts in long-range financial planning with a five-year operating plan that accounts for all funds. Ms. Haapala will also be retiring at the end of January. The City has, indeed, been fortunate to have her serve as Finance Director for the past 25 years.

### **AWARD SALE OF \$2,270,000 GENERAL OBLIGATION BONDS, SERIES 2013C**

Standard & Poors (S&P) has confirmed the City's AAA bond rating. New criteria have been released to achieve the rating, and a significant amount of work had to be done. The new criteria provides transparency to the rating process, enhances rating comparability across the nation, formalizes consideration of forecasts for the future, and the process is more objective.

The factors considered by S&P include:

- Institutional framework within Minnesota
- Economy
- Management
- Budgetary flexibility
- Budgetary performance
- Liquidity
- Debt and contingent liabilities

S&P reports that the City has a stable outlook which shows consistent economy and financial performance. The City has strong financial management and strong reserves. Access to the Minneapolis/St. Paul metropolitan area is viewed as a positive site location. Any significant declines in financial reserves could have a negative impact on the rating.

The proposed General Obligation Improvement Bonds in the amount of \$2,270,000 consist of three components:

1.	General Obligation Improvement Bonds	\$1,775,000
	Five street improvement projects	
2.	General Obligation Water Revenue	305,000
3.	General Obligation Surface Water Revenue Bonds	190,000

Bids were received and reviewed at Springsted offices. Interest for the entire bond issue is 3.02%, which is 0.19% lower than the original estimate of 3.21%. The assessment backed portion of the bonds for 10 years is 2.12%; the 15-year portion is 2.94%; and the 20-year portion is 3.31%. Utility bond interest is 1.91%.

The low bidder is Robert W. Baird & Co. The resolution is staff's recommendation for authorization of the issuance of these bonds.

**Ms. Terry Heaton**, Springsted, emphasized that the market responds well to the City's AAA rating as evidenced by the interest rates reported. She commended Ms. Haapala's incredible amount of work that she has done for the City, the AAA rating, and maintaining the rating through the review with new criteria. She also congratulated Ms. Haapala on her upcoming retirement.

**MOTION:** by Councilmember Johnson, seconded by Councilmember Wickstrom to adopt proposed resolution No. 13-98 authorizing issuance, awarding sale, prescribing the form and details and providing for the payment of \$2,270,000 General Obligation bonds, Series 2013C.

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

**CONDITIONAL USE PERMIT - MATTHEW AND RACHEL KAREL, 863  
TANGLEWOOD DRIVE**

**Presentation by City Planner Kathleen Castle**

The application is to construct a 400 square foot detached accessory structure for a hot tub that would be used year round. The structure would be larger than the maximum area permitted. However, the property is zoned RE and consists of 1.77 acres with a lot width of 110 feet. The property is developed with a single-family home with an attached garage of 506 square feet. Properties of one acre or more may be allowed a larger accessory structure with a Conditional Use Permit.

The proposed accessory structure would be located 38 feet from the east property line and 10 feet from the private driveway easement. The structure would not be seen by any adjacent home or public street. The proposed structure complies with all height, screening and design standards. The standards for a Conditional Use Permit are met.

The Planning Commission reviewed this application at its October 22nd meeting. The adjacent neighbor expressed concern about visibility of the structure from the driveway. The applicant testified that an alternative location is not possible because of the septic system location and the distance the structure would have to be from the house to move it. In recommending approval, the Planning Commission attached a condition regarding additional landscaping for screening. Approval was recommended on a 5 to 0 vote.

Property owners within 350 feet were notified. One other comment was received in support of the proposal. Staff finds that the proposal complies with Development Code standards and its use is consistent with the Development Code and Comprehensive Plan policies. Staff is recommending approval.

Mayor Martin asked the number of septic systems in this area and possible compliance issues in the future. Mr. Maloney estimated that there are only a few properties that have septic systems in that area. This interior property does not have easy access to the sanitary sewer because of no access to Tanglewood or the lake.

Planning Commissioner Schumer stated that with the agreement for additional landscaping, the Commission supported the application.

**MOTION:** by Councilmember Quigley, seconded by Councilmember Johnson to adopt Resolution #13-96 approving the Conditional Use Permit submitted by Matthew and Rachel Karel, 863 Tanglewood Drive, to construct a detached accessory structure on the property, subject to the following conditions:

1. The project must be completed in accordance with the plans submitted with the application. Any significant changes to these plans, as determined by the City Planner, will require review and approval by the Planning Commission.
2. The exterior design and finish of the structure shall be compatible with the dwelling.

3. A minimum setback of 10-feet is required from the private driveway easement line.
4. The structure shall not interfere with the septic system located on the property.
5. The applicant shall obtain a building permit for the structure.
6. The structure shall be used for the hot tub and other related household items and equipment.
7. The structure shall not be used in any way for commercial purposes.
8. Non-deciduous vegetation shall be added along the west side of the driveway to screen the structure.

Said approval is based on the following findings of fact:

1. The proposed accessory structure will maintain the residential use and character of the property and is therefore in harmony with the general purpose and intent of the Development Ordinance.
2. The primary use of the property will remain residential and is in harmony with the policies of the Comprehensive Guide Plan.
3. The conditional use permit standards as detailed in the Development Ordinance for residential accessory are met.
4. The structure and/or land use conform to the Land Use Chapter of the Comprehensive Guide Plan and are compatible with the existing neighborhood.

Discussion:

Councilmember Withhart stated that it is good to see property owners reinvesting in their property.

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

Mayor Martin noted that upon adjournment, the Council would hold a workshop meeting.

**ADJOURNMENT**

MOTION:     by Councilmember Quigley, seconded by Councilmember Johnson to adjourn the meeting at 7:35 p.m.

VOTE:                 Ayes - 5                         Nays - 0

Mayor Martin declared the meeting adjourned.

THESE MINUTES APPROVED BY COUNCIL ON THE 18<sup>TH</sup> DAY OF NOVEMBER 2013.

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Terry Schwerm  
City Manager