

**CITY OF SHOREVIEW  
AGENDA  
REGULAR CITY COUNCIL MEETING  
MAY 19, 2014  
7:00 P.M.**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**APPROVAL OF AGENDA**

**PROCLAMATIONS AND RECOGNITIONS**

--Turtle Lake "Playground for Everyone"

**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. May 5, 2014 City Council Meeting Minutes
2. Receipt of Committee/Commission Minutes--  
--Public Safety Committee, March 20, 2014
3. Monthly Reports  
--Administration  
--Community Development  
--Finance  
--Public Works  
--Park and Recreation
4. Verified Claims

5. Purchases
6. License Applications
7. Approval of Application to Conduct Excluded Bingo—Slice of Shoreview
8. Agreement with Ramsey County for Water Patrol Services
9. Tree Trust Community Inventory Grant Authorization

**PUBLIC HEARING**

**GENERAL BUSINESS**

10. Establishment of Railroad Quiet Zone
11. Authorization to Approve Fitness Equipment Replacement

**STAFF AND CONSULTANT REPORTS AND RECOMMENDATIONS**

**SPECIAL ORDER OF BUSINESS**

**ADJOURNMENT**

**CITY OF SHOREVIEW  
MINUTES  
REGULAR CITY COUNCIL MEETING  
May 5, 2014**

**CALL TO ORDER**

Mayor Martin called the regular meeting of the Shoreview City Council to order at 7:00 p.m. on May 5, 2014.

**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 Withhart, seconded by Councilmember Wickstrom to approve the May 5, 2014 agenda as submitted.

VOTE:                   Ayes - 5                   Nays - 0

**PROCLAMATIONS AND RECOGNITIONS**

Mayor Martin read a proclamation in recognition of National Police Week.

WHEREAS, there are approximately 900,000 law enforcement officers serving in communities across the United States, including the dedicated members of the RAMSEY COUNTY SHERIFF'S OFFICE;

WHEREAS, nearly 60,000 assaults against law enforcement officers are reported each year, resulting in approximately 16,000 injuries;

WHEREAS, since the first recorded death in 1791, almost 20,000 law enforcement officers in the United States have made the ultimate sacrifice and been killed in the line of duty, including FOUR members of the RAMSEY COUNTY SHERIFF'S OFFICE;

WHEREAS, the names of these dedicated public servants are engraved on the walls of the National Law Enforcement Officers Memorial in Washington, D.C.;

WHEREAS, 286 names of fallen heroes are being added to the National Law Enforcement Officers Memorial this spring, including 100 officers killed in 2013 and 186 officers killed in previous years;

WHEREAS, the service and sacrifice of all officers killed in the line of duty will be honored during the National Law Enforcement Officers Memorial Fund's 26<sup>th</sup> Annual Candlelight Vigil, on the evening of May 13, 2014;

WHEREAS, the service and sacrifice of all officers killed in the line of duty will be honored during the MINNESOTA LAW ENFORCEMENT MEMORIAL ASSOCIATION'S Annual Candlelight Vigil, on the evening of May 15, 2014;

WHEREAS, the Candlelight Vigil is part of National Police Week, which takes place this year from May 11-17;

WHEREAS, May 15 is designated as Peace Officers Memorial Day, in honor of all fallen officers and their families;

WHEREAS, the service and sacrifice of RAMSEY COUNTY SUBURBAN LAW ENFORCEMENT officers killed in the line of duty will be honored during the SUBURBAN RAMSEY COUNTY LAW ENFORCEMENT MEMORIAL CEREMONY, on May 12, 2014;

THEREFORE, BE IT RESOLVED that the SHOREVIEW CITY COUNCIL formally designates May 11-17, 2014, as Police Week in THE CITY OF SHOREVIEW, and publicly salutes the service of law enforcement officers in our community and in communities across the nation.

### **CITIZEN COMMENTS**

There were none.

### **COUNCIL COMMENTS**

#### **Mayor Martin:**

Announced that Cleanup Day will be May 17, 2014, at the Ramsey County Public Works building. This year Cleanup Day will be free in an effort to move cars through faster. Mr. Maloney noted that this Cleanup Day will be the last E-waste collection. In the future, residents will be directed to other vendors.

Mayor Martin noted that for the entire month of May, free household hazardous waste can be dropped off at the same Public Works building. The hours are Fridays from 10:00 a.m. to 6:00 p.m. and Saturdays from 9:00 a.m. to 4:00 p.m.

The Community Center is offering a pass for 30 Days for \$30.00 during the month of June.

**Councilmember Johnson:**

On June 12, 2014, the Economic Development Commission will host the Business Exchange at the Hilton Garden Inn. Details are on the City's website.

Residents should save July 25-27 for the *Slice of Shoreview*.

**Councilmember Wickstrom:**

On Saturday, May 10, 2014, the Shoreview Northern Lights Variety Band will hold its Spring Concert. The concert is co-sponsored by the Ramsey County Beyond the Yellow Ribbon group. From 5:30 to 7:00 p.m. there will be a women's veterans get-together. The concert will be at North Heights Lutheran Church on Highway 96.

**Councilmember Withhart:**

Noted that details of upcoming events are in the City newsletter. There is also information about a new initiative by the City to address the issue of hoarding.

On May 14, 2014, the Annual Meeting of the Shoreview Community Foundation will take place. Additional information is available on the City website.

**CONSENT AGENDA**

MOTION: by Councilmember Wickstrom, seconded by Councilmember Withhart to adopt the Consent Agenda for May 5, 2014, and all relevant resolutions for item No. 1 and Nos. 3 through 10, as submitted, with item No. to be voted on separately.

## Discussion:

Councilmember Quigley requested clarification of item No. 7, Approval of Ordinance Amending Council Salaries. City Manager Schwerm explained that an adjustment to City Councilmember and Mayor salaries is an adjustment by City policy that is made every two years. The adjustment shall be equal to the cost of living adjustment provided to employees that year. Salaries should be within 10% plus or minus of other similar sized cities. A 2% adjustment is recommended this year that brings the Mayor's salary to \$9,000 per year and Councilmember salaries to \$6,800 per year. This policy has served the City well and keeps Council compensation competitive.

Mayor Martin asked the reason the Mayor's salary is 2% below the average while Councilmember salaries are 4% below the average. City Manager Schwerm explained that the spread between Mayor salaries among other cities is wider than for Councilmembers.

1. April 14, 2014 City Council Workshop Meeting Minutes
3. Receipt of Committee/Commission Minutes:
  - Economic Development Commission, March 18, 2014
  - Parks and Recreation Commission, March 27, 2014

- Economic Development Authority, April 7, 2014
- Environmental Quality Committee, April 28, 2014
- Bike and Trails Committee, May 1, 2014
- 4. Verified Claims in the Amount of \$431,403.69
- 5. Purchases
- 6. License Applications
- 7. Approval of Ordinance Amending Council Salaries
- 8. Approve Maintenance Agreement between City and Rice Creek Watershed District-- Hanson/Oakridge Neighborhood Reconstruction, CP 14-01
- 9. Parking Restrictions on Floral Drive - County Road F/Demar/Floral Reconstruction, CP 12-01
- 10. Authorize Advertisement for Bids - 2014 Seal Coat Program, CP 14-04

VOTE:                   Ayes - 5                   Nays - 0

MOTION:    by Councilmember Wickstrom, seconded by Councilmember Johnson to approve item No. 2 of the Consent Agenda, April 21, 2014 City Council Meeting Minutes, as submitted.

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

Mayor Martin abstained, as she was not present at the meeting.

**PUBLIC HEARINGS**

There were none.

**GENERAL BUSINESS**

**ACCEPT BIDS AND AUTHORIZE CONSTRUCTION CONTRACT - HANSON/OAKRIDGE NEIGHBORHOOD RECONSTRUCTION, CP 14-01**

**Presentation by Public Works Director Mark Maloney**

The project consists of street reconstruction, utility repairs/replacement and the addition of a storm sewer collection and treatment system. The plans and specifications for the project were approved by the Council April 7, 2014. Bids were opened May 1, 2014.

A pre-bid meeting was held for bidders due to some constraints with this project. Three bids were received. The low bid was received from Arnt Construction at \$1,424,934.40. The engineer’s estimate was \$1,345,408.00. The low bid is approximately 6% higher than the estimate. Water main and sanitary sewer show higher costs than expected. Also, the higher cost is due to an increase of construction throughout the metro area.

The cost breakdown is as follows and includes engineering, administrative and contingency costs:

<b>Item</b>	<b>Eng. Estimate</b>	<b>Bid Award</b>
Street construction	\$712,500	\$755,000
Storm Sewer	\$443,000	\$402,500
Water Main	\$268,000	\$390,000
Sanitary Sewer	<u>\$123,500</u>	<u>\$ 62,500</u>
Total:	\$1,622,000	\$1,710,000

Project Funding will come from the following:

Street Renewal	\$661,500
Surface Water Fund	\$341,610
Water Fund	\$390,000
Sewer Fund	\$162,500
Assessments/Bond	<u>\$154,390</u>

TOTAL: \$1,710,000

Although the project costs are a little higher than estimated, special assessments are not impacted. Fund balances in the various funds are adequate to cash flow the project. Staff is recommending acceptance of the bid from Arnt Construction Company, Inc. and authorization of a contract in the amount of \$1,424,934.40.

Mayor Martin noted that the cost of the project at a cost of \$1,710,000 only has special assessments of \$154,390.

Councilmember Johnson stated that neighborhood residents were in full support of the project at the public hearing, which is also recognition of the very fair assessment rate.

MOTION: by Councilmember Quigley, seconded by Councilmember Johnson to adopt Resolution No. 14-23 accepting the base bid from Arnt Construction Co., Inc. for the Hanson/Oakridge Neighborhood Reconstruction, City Project #14-01 and authorize the Mayor and City Manager to execute a construction contract in the amount of \$1,424,934.40.

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

**RESOLUTION ORDERING PREPARATION OF AND ESTABLISHING COST PARTICIPATION POLICY FOR A PRELIMINARY ENGINEERING REPORT FOR TURTLE LAKE AUGMENTATION**

**Presentation by Public Works Director Mark Maloney**

In 2010, the City sponsored a lake level meeting that was attended by over 200 riparian property owners in Shoreview. An expert panel discussed lake levels because there were a number of lakes at that time with low levels. In 2011, the City Council partnered with the Turtle Lake Homeowners Association (TLHA) in a City Concept Report for a managed lake level, potential water sources, possible configurations and rough cost estimates. From 1950 to 1989, Turtle Lake was augmented, but augmentation permits were suspended in 1989.

In March 2014, the City Council met with TLHA on augmentation, when a formal request was presented to the City for a Preliminary Engineering Report. A follow-up workshop meeting talked about concepts for a work program. Property value impacts were discussed, and county assessor information has been presented in the report to the Council. Cost-share was discussed in terms of a Preliminary Engineering Report but not for the future of an augmentation program. Graphs of the lake level history were shown. A second graph from 2011 to 2013 shows the lake level recovering according to precipitation level.

The Preliminary Engineering Report would need to focus on water quality and invasive species. Until there is a detailed report, it will be difficult to get agency response to augmentation. Professional services would be sought for preparation of the report. The scope of services would be staged with benchmarks, so that the process can be reviewed by the Council and TLHA in terms of whether the information being gained is leading toward augmentation and touches on issues that will gain required agency support. The report will be undertaken once there is a cost-share agreement. The estimated cost for the report is \$100,000. The Council has discussed participating at a 25% cost level with the TLHA taking on the remainder of the cost.

Should all factors and components of the Preliminary Engineering Report be positive for augmentation, a possible project schedule could be a one-third project report with initial reactions from state agencies by October 2014. A two-thirds progress report for permits could be done by December 2014. The final Preliminary Engineering Report could be completed by February 2015. If the project were to move forward, criteria for a Lake Improvement District (LID) could be established by May 2015. A LID public hearing could be held in July 2015. The Council could order a LID ordered and approve by-laws August 2015. Public improvements could begin in 2016. This schedule is very preliminary but provides a timeline framework similar to what was done with Snail Lake.

Staff is recommending that the Council direct preparation of a Cost-Sharing Agreement for a Preliminary Engineering Report for Turtle Lake augmentation.

Mayor Martin stated that based on emails and phone calls, the issue has become very divisive among homeowners on the lake. She suggested delaying any action on this matter for a month because the City's legislative delegation is still working to obtain funding for the Preliminary Engineering Report. Taking action at this time could be premature and diminish the opportunity for state funding. The legislative session ends May 19, 2014. Secondly, Mayor Martin believes it would be wise to delay action because the Council originally agreed that to be fair, work would have to be done through the TLHA. A new board will be elected tomorrow at their Annual Meeting. The board making this request may be a different board tomorrow.

Councilmember Quigley suggested tabling this matter to consider Mayor Martin's comments.

**MOTION:** by Councilmember Quigley, seconded by Councilmember Withhart to delay any action pending the final report coming from the State and also the results of the TLHA election until the June 16, 2014 City Council meeting.

**Discussion:**

Councilmember Wickstrom stated that another reason to delay would be because of the numerous studies being conducted regarding water. There will be a serious drinking water shortage in the Twin Cities in about 15 to 20 years. There are areas in the state that are experiencing water shortages now. Drinking water will be a priority for her over recreational use. There needs to be resolution on solving the drinking water problem before targeting recreational uses.

Councilmember Withhart asked if the funding legislation is still being considered. Mayor Martin responded that she had contact with two legislators that day who indicated the funding is still being considered.

Councilmember Johnson stated that although the presentation suggested a maximum contribution from the City at a level of 25% or \$25,000 that is not confirmed.

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

Mayor Martin stated that the Council would look for a letter from the newly elected TLHA Board that there is intention to proceed.

Mayor Martin noted that at the Council workshop discussion there was support for City cost participation ranging from 0 to \$10,000; \$20,000; and more.

Councilmember Withhart stated that he would like to see a \$25,000 limit of participation. Preparing the study does not mean the Council would support augmentation. Similar expenses have been made for various groups in the City.

Mayor Martin stated that the lake level would be augmented to a level between 891 and 892 feet, and the lake level is in that range now. She questions spending \$100,000 on a study when the lake level is at the goal when it was previously augmented. Turtle Lake does fluctuate based on precipitation, but we have been in a seven-year drought. She is not sure the cost of the study can be justified when there may not be a project. She wants the City to do the right thing, but this is a tough decision.

Councilmember Quigley suggested a motion for a certain level of City funding.

Councilmember Withhart stated that he would not want to take an official position pending possible state funding.

Mayor Martin agreed but added that it would be fair for the TLHA to understand that the Association would be responsible for 75% to 80% of funding for the Preliminary Engineering Report.

Councilmember Quigley stated that the City has to be a significant player in this process with an investment in this asset. The Council has to take a firm position.

MOTION: by Councilmember Quigley, to adopt Resolution 14-25 directing the preparation of and determining the cost sharing for a preliminary engineering report for Turtle Lake Augmentation.

The motion died for lack of a second.

Councilmember Wickstrom stated that she is not supportive of the 25% level. Her maximum level of cost participation would be 10%. She believes this is throwing money away because she does not believe augmentation will gain agency support. She understands the City has to participate if the TLHA moves forward and 10% would be the maximum cost-share she would support.

Councilmember Johnson stated the homeowners are divided, which is a big concern on a lake that is a key asset. Further mitigating factors have been presented at this meeting that would make her pause in any firm decision until all the facts are known.

Mayor Martin stated that she can support a Preliminary Engineering Report because the only way good decisions can be made is with good scientific data. However by June 16, the City will know whether it will receive state funding.

Mayor Martin further stated that there is a Metro Watershed Study being done by the Metropolitan Council to determine whether further development in the metropolitan area can be supported forever. Mr. Maloney responded that the study is focusing on White Bear Lake, but the Metropolitan Council is also attempting to draw larger perspectives for a water supply plan for the metropolitan area. The Metropolitan Council will be looking at city water supply plans to make sure they are in compliance with regional goals.

Councilmember Johnson asked for the legal perspective on tabling this issue. City Attorney Kelly stated that tabling the matter would mean tabling to a specific date, and the action is appropriate.

Councilmember Quigley stated that there is an allusion to various water issues that are not concrete. It is his hope that when the Council considers this matter, there will be more factual information on which to base a decision.

Mayor Martin thanked Turtle Lake homeowners for attending the meeting and wished them well at their Annual Meeting.

**ADJOURNMENT**

MOTION: by Councilmember Withhart to adjourn the meeting at 8:15 p.m.

VOTE: Ayes - 5 Nays - 0

Mayor Martin declared the meeting adjourned.

THESE MINUTES APPROVED BY COUNCIL ON THE \_\_\_ DAY OF \_\_\_\_\_ 2014.

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

## **PUBLIC SAFETY COMMITTEE**

**March 20, 2014**

**CALL TO ORDER:** The Public Safety meeting came to order at 7:00 p.m.

### **ROLL CALL:**

Those in attendance were: Justine Greene, Treverse Guess, Henry Halvorson, Nicole Hertel, Jorgen Nelsen, Marc Pelletier, Edward Povlinski, Walter Johnson, Terry Schwerm, Tim Boehlke (Fire Department), Terry Soukkala (Sheriff's Office).

**APPROVAL OF MINUTES:** Minutes of the January 16, 2014 meeting were approved.

**CITIZENS' COMMENTS:** None

**ALLINA TRANSPORT:** No report

### **FIRE DEPARTMENT:**

- Tim Boehlke reported that they have ordered a new chassis for a rescue truck primarily used for medical calls. It will also carry air packs and have a small water tank for fire response as needed. It is a Ford F550 which is smaller than most fire trucks and more economical to run for medical calls. It is being purchased through a national purchasing organization that many fire departments are now using. It eliminates the bidding process which did not generate many bids on the last truck purchase.
- Since adding more duty crew hours, the district chief positions are no longer necessary and will be eliminated. These chiefs are good people and are not being demoted. They will continue, perhaps as captains. There are four full time positions now, the Chief, Assistant Chief, Fire Marshal and clerk.
- The proposed 24-hour shifts on Fridays and Saturdays will begin in May with coverage from 7:00 am until 10:00 pm the other days of the week. With 5% increases in contract costs from year to year, it may take about 7 years to increase 24 hour coverage to all days of the week.
- They are still waiting for the FEMA grant for air packs. It has now been extended six months because of a variety of federal and vendor delays.

### **SHERIFF'S REPORT:**

- Terry Soukkala reported that there are now new investigators with specialties in electronic crimes and that the crime prevention deputy is retiring and will be replaced.
- Squad cars will be renumbered in conjunction with the new computer aided dispatch system that is expected to be fully running by next January. The new system will record more data on calls, locate car positions, provide mapping and increase overall accountability. It will act somewhat like a journal of what was done that day. Boehlke noted that for the fire department the mapping will include layers showing things like water mains, fire hydrant locations and

more. The county is funding the new system, but the cities will have to pay for the “AVL,” automatic vehicle location, devices in the fire trucks.

- On May 31<sup>st</sup> they will be looking over a new mobile emergency command post being purchased by the county.
- Schwerm handed out year-end traffic and crime statistics with a few comments.

**NEW BUSINESS:**

1. Discussion of the proposed ordinance on small cigars.  
Discussion brought out strong opinion by some members that although public health and especially youth health was of interest to the committee, the proposal as written would not be very effective. Some reasons included:
  - Piecemeal price controls as suggested seemed strange and would not likely be much of a deterrent. The state tobacco commissioner has authority to set minimum prices and perhaps should be asked to do it. Also, there is a new state law that allows promotional pricing for tobacco.
  - How might the regulations apply to cans of snuff or loose-leaf tobacco?
  - Enforcement even with compliance checks was questioned.
  - This should be regulated at the State level, not by individual cities, and a “band aid” approach doesn’t get at the heart of it.
  - Suits against a number of cities on the east coast with such ordinances are now in courts.

MOTION: It was moved by Jorgen Nelsen and seconded by Justine Greene that although we are concerned about youth access to tobacco including the use of tobacco, because of concerns brought up in discussion, the committee cannot support the suggested changes to the City’s ordinance. VOTE: Motion unanimously approved.

2. New Public Safety Committee Mission Statement.  
The proposed mission statement was reviewed, some suggestions were made and Terry Schwerm will revise the document.
3. Schwerm reported on some of the problems with trains at Cardigan Junction, especially long times blocking streets. The Mayor has been in touch with executives of CP Rail in Canada and hopes for a resolution. The city has also hired a consultant to look at adding what is needed to establish a 24 hour quiet zone for train operations in the area.

**OLD BUSINESS:** None

**LIAISON REPORT:** None

**ADJOURNMENT:** The meeting adjourned at 9:20 p.m.

# Memorandum

**To:** Mayor and City Council Members  
**Cc:** City Manager Terry Schwerm  
**From:** Tom Simonson  
Assistant City Manager and Community Development Director  
**Date:** May 15, 2014  
**Re:** Monthly Report  
– Administration Department  
– Community Development Department

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## **Assistant to the City Manager Position Filled**

The Administration Department is pleased to announce the hiring of Rebecca Olson to fill the vacant position of Assistant to the City Manager. She currently is with the City of Blaine, where she has worked the past 9 years in a similar position. Rebecca has a B.A. in International Studies/Political Science from the University of Saint Thomas and a Masters in Public Administration from Hamline University, and possesses a strong administrative background. Prior to her work for Blaine, she spent five years at the Minnesota Senate working as a legislative assistant.

During her time with the City of Blaine, Rebecca managed the implementation of a new city-wide agenda software management program, coordinated the establishment of Blaine’s award-winning “Beyond the Yellow Ribbon Support Network”, and has worked on budget preparation and policy development issues.

She is eager to broaden her range of experience including getting more involved with public safety matters, special projects and staffing the City’s Human Rights Commission. With 152 applicants, including a strong group of finalists, Rebecca was the unanimous top choice of a management panel that participated in the two rounds of interviews. We are excited to have her join us and she should be a great addition to our team. Her start date is Monday, June 2<sup>nd</sup>.

## **Government Communications Award**

The City of Shoreview’s website improvement project completed last year was recognized this week by the Minnesota Association of Government Communicators by receiving the Award of Merit for Overall Website Redesign. The organization had a record breaking 150+ award entries this year. Communications Coordinator Cheryl Anderson (shown on right) attended the event and accepted the award on behalf of the City of Shoreview. The project was coordinated by former Assistant to the City Manager Tessia Melvin, with assistance from Cheryl Anderson and all of the City’s departments.



## **Planning and Zoning**

**Planning Commission** – The Planning Commission has one meeting scheduled this month on May 27<sup>th</sup>. Items on the agenda include:

- Continuation of a Comprehensive Plan Amendment related to surface water management
- Conditional Use Permit for an attached garage at a property on Meadow Avenue
- Comprehensive Sign Plan for the Exxon Gas Station at 3854 Lexington Avenue to put up a new monument sign with a color message center sign
- Variance to build a detached accessory garage structure on a property on Lexington Avenue. The applicant would like to exceed the 288 square foot maximum allowable for a detached accessory structure
- Minor Subdivision and Variance request from Moser Homes for property at 3339 Victoria Street
- Two Wireless Telecommunication Facility Permits for AT&T on the North and South water towers

**Highway Corridor Transition Study** – The planning consultant HKGI will be presenting land use concepts that have been finalized and implementation strategies defined for each corridor in a final report based on City Council, Economic Development Authority and Planning Commission input at their April 14<sup>th</sup> joint meeting. These concepts will be presented to staff on June 2<sup>nd</sup> prior to being brought back to the City Council at the July 14<sup>th</sup> workshop. Outcomes of the study and strategies will eventually lead to developing land use policies in the Comprehensive Plan and involve a public review process.

## **Economic Development**

**Shoreview Business Exchange** – The next Shoreview Business Exchange event hosted by the Economic Development Commission and City Council will be held on June 12<sup>th</sup> from 5 to 7 p.m. at the Hilton Garden Inn. The networking event is held twice a year as a way for the City to build on relationships with the local business community. A press release has been sent to the local newspapers, and invitations will be mailed next week. The re-launching of the *Business Matters* newsletter will also be distributed this month and will include a promotion of the Business Exchange.

**TIF Legislation** – After months of lobbying and work of the City's project team, the special tax increment legislation for Shoreview was approved Thursday evening by the Joint Conference Committee as part of the Omnibus Tax Bill. The full House and Senate are expected to adopt the tax bill, which will then be forwarded to Governor Mark Dayton for his signature.

While the original request to extend TIF District No. 1 did not gain support from the legislative leadership, House and Senate leaders worked with our local delegation and the City's project team on alternative language that will still provide benefit to the City's business retention and expansion program. The legislation will give the City special authority through a pilot program to establish up to three Economic Development TIF Districts for a period of 12 years, instead of the current maximum of 8 years for the purpose of business retention, expansion and job creation. The City would also be able to create a special BRE fund from both existing and future tax increment resources. The City would have this special authority as a pilot program for a period of 5 years.

The project team included Jerry Seck and Julie Padilla from the Larkin Hoffman law firm, former Senate Majority Leader Roger Moe, economic development consultant Kirstin Barsness, and the City Manager and Community Development Director. Special acknowledgement to Mayor Sandy Martin for her leadership, providing testimony at the Legislature, and communicating with House and Senate leaders

and our local legislative delegation. Representative Jason Isaacson and Senator Bev Scalze were sponsors of the special TIF legislation for Shoreview.

### **Development Updates**

- **City/County Credit Union** – The City Council recently approved, as recommended by the Planning Commission, the site and building plans for the City and County Credit Union branch facility at 1001 Red Fox Road (the final phase of the Red Fox Retail development). A building permit was issued by the City this week, and construction is expected to begin soon on the property located at the east end of Red Fox Road near the Island Lake Golf Course.



- **Best Western Plus/Green Mill** – The Council also recently granted approval, recommended by the Planning Commission, for the site and building plans and sign plan for major renovations and enhancements to the Hampton Inn at 1000 Gramsie Road. The property owner is converting the hotel to a Best Western Plus, as well as revamping the Green Mill Restaurant.



The hotel will receive upgrades to interior spaces including guest rooms and expanded banquet space. The Green Mill will be redesigned to accommodate the banquet room expansion and will have a much larger attractive outdoor patio space.

- **Residential Projects** – Community Development and Public Works/Engineering staff are working closely with developers of three large residential developments, including Autumn Meadows, Applewood Pointe of Shoreview, and Lakeview Terrace.

**Autumn Meadows** is the 25-lot single family subdivision under construction by Pulte Homes in northern Shoreview off of Lexington Avenue between Woodcrest and Bucher Avenues. The existing home has been demolished, tree protection and erosion control installed, and site grading and utility work is now underway. A model home will soon be under construction. According to the developer Pulte Homes, there has been very strong interest and the project is expected to develop very quickly.

**Applewood Pointe of Shoreview** is the 77-unit senior cooperative being constructed by United Properties on the former Kozlak’s Royal Oak Restaurant property at Tanglewood Drive and Hodgson Road. The restaurant has closed and has been vacated after an auction of the furnishings and equipment. Demolition and site preparation is expected to commence in the next month. The developer has indicated they will not begin until 60% of the units have been pre-sold, and there is a lot of interest from potential buyers of the units.

**Lakeview Terrace Apartments** project construction is now progressing rapidly after some weather related setbacks this winter with frigid temperatures and heavy rains this spring. The contractor,

Stevens Construction out of Madison, Wisconsin, is a well-respected firm that has built many high-density residential projects in the Twin Cities region. The six-story 104 unit apartment building is the end result of a private-public partnership between an ownership group from the adjacent Midland Terrace complex and the City of Shoreview. The redevelopment project involved the tear-down of the old Midland Plaza strip center and realignment of Owasso Street to create a development parcel for the new apartments, and provide traffic safety and pedestrian improvements of the intersection of Ramsey County roads. The upgrades to the railroad crossing on Victoria Street will be undertaken soon to accommodate the additional turn lanes that have been added to the intersection at County Road E.

The developer is privately investing over \$20 million into luxury apartment building, which will include a variety of amenities including underground parking, which they hope will attract young professionals and “empty-nesters” looking to downsize but remain in the community. The development should serve as attractive live-work housing for many large



business employers in the area. Lakeview Terrace is expected to open by early fall of this year. Tycon Management has set up the following link to market the project:

<http://www.tyconco.com/lakeview-terrace.php>

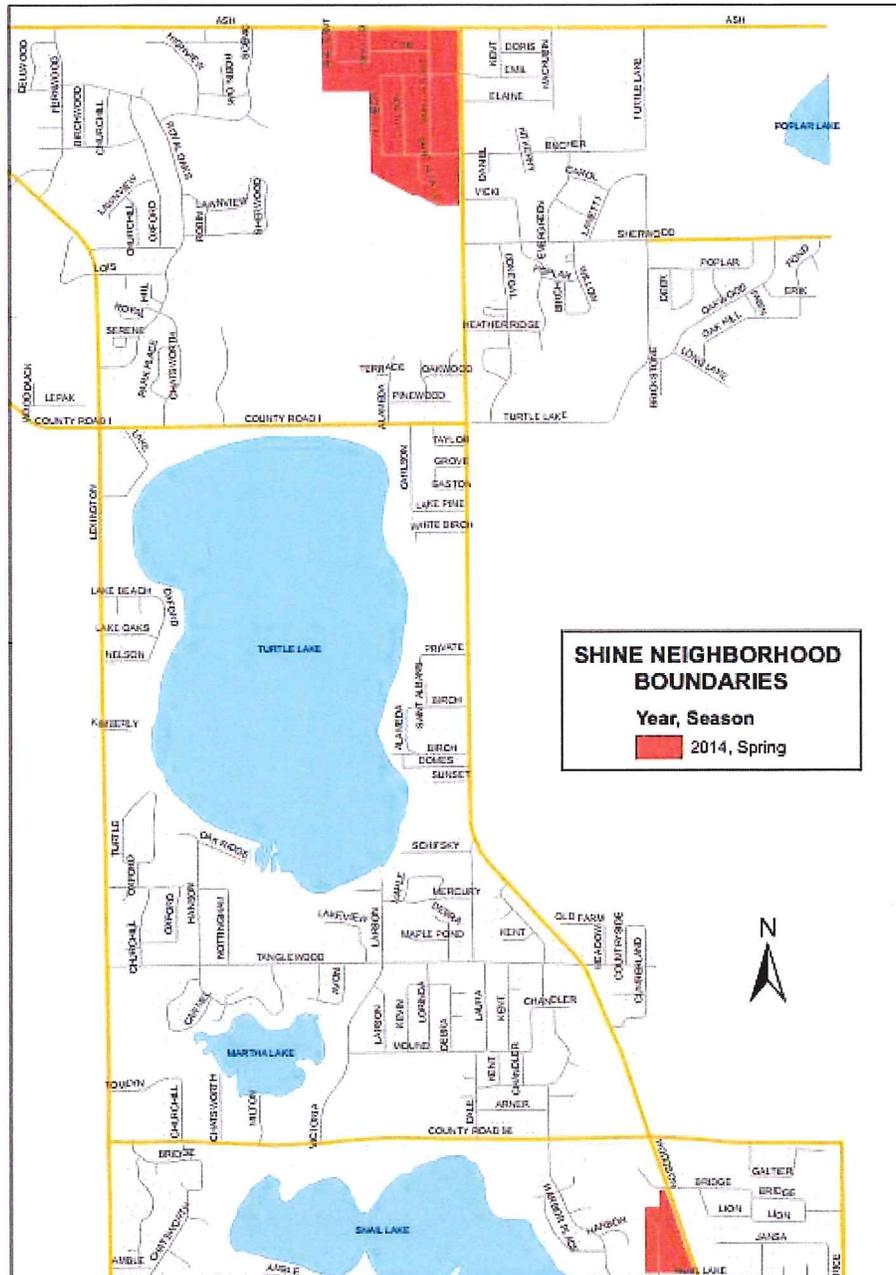
### **Housing and Code Enforcement Activity**

**Rental Licensing** – There have been 568 General Dwelling Unit rental licenses (GDUs are single-family homes, townhouses, condominiums) issued so far for the 2014 licensing year – a new record since the program was established in 2003. New GDU license applications are expected throughout the year as properties are converted and the owners apply for licenses. Staff also actively identifies rental properties that have not been licensed.

Inspections of all eight Multi-Family Unit complexes (MFUs are general rental and senior apartment buildings) were completed in mid-March. Approximately 1/3 of the dwelling units within each of the complexes are inspected for compliance with the City’s housing and property maintenance code. This year is the first time interior common areas will be inspected based on changes to our Housing Maintenance regulations. These MFU inspections are coordinated with the Fire Marshal from the Lake Johanna Fire Department, who inspects the common areas of these complexes to ensure Fire Code standards are being met.

Inspection for GDU units began on April 22<sup>nd</sup> and will be geographically scheduled by neighborhood throughout the City and performed every other week into the fall. Approximately 285 GDU rental homes will be inspected this year.

**SHINE Program** – The spring SHINE neighborhood inspections will be conducted the week of May 19<sup>th</sup>. Two residential neighborhoods have been selected and include the Western Pines neighborhood south and west of the County Road J/Hodgson Road intersection and the Cumberland Court/Hodgson Road neighborhood north of Snail Lake Road. There are about 236 properties that will be inspected. SHINE was initiated in 2003 and was first conducted in the Western Pines neighborhood. Below is a map showing the two neighborhoods selected for this spring.



**Code Enforcement** – There were 18 new code enforcement cases opened in the past month. The table below summarizes the status of code enforcement activity:

<b>Year</b>	<b>Total Cases</b>	<b>Cases Open</b>	<b>Cases Closed</b>
2014	66	54	12
2013	159	58	101

City and Lake Johanna Fire Department personnel continue to work with three homeowners who were previously notified of property maintenance, housing and fire code violations and 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. Staff is working with The Minnesota Hoarding Task Force to determine how to better address these cases. One of the homeowners has begun to receive counseling from this non-profit partner of the City.

A property owner who has had a standing compliance agreement with the City for past hoarding and exterior maintenance issues recently entered into a new agreement that provides for a new compliance schedule, financial assistance per adopted policy and suggested mental health counseling. This updated agreement also allows the City to abate the nuisance conditions and assess costs to the property without a hearing before the City Council.

The most recent homeowner to sign a compliance agreement with the City is making good progress on clean-up without outside assistance, but based on a specific schedule of compliance dates. Staff has also linked this homeowner up with a group of volunteers from Edina Realty that is going to help this spring with exterior housing maintenance issues and yard work. The enforcement team will also be working with the homeowner in bringing the interior of the home into compliance with Housing Maintenance and Fire Codes.

**Other News and Information**

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

# HousingResource Center - NorthMetro City of Shoreview Monthly Status Report July 1, 2001 - April 30, 2014

	July- Dec '01	Jan- Dec '02	Jan- Dec '03	Jan- Dec '04	Jan- Dec '05	Jan- Dec '06	Jan- Dec '07	Jan- Dec '08	Jan- Dec '09	Jan- Dec '10	Jan- Dec '11	Jan- Dec '12	Jan- Dec '13	Jan- Dec '14	Feb '14	Mar '14	Apr '14	May '14	Jun '14	Jul '14	Aug '14	Sep '14	Oct '14	Nov '14	Dec '14	Yr-to- Date	TOTAL	
Number of Calls	43	208	589	168	170	240	275	171	130	271	141	101	152	11	8	11	12	12	0	0	0	0	0	0	0	0	54	2,713
<b>MHFA Fix Up Fund/Rehab</b>																												
Loan Applications Rec'd	0	6	1	8	6	6	5	3	3	5	0	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	47
Loans Closed	0	5	1	5	3	0	3	2	1	5	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	27
<b>Shoreview Home Improvement Loan</b>																												
Loan Applications Rec'd																												21
Loans Closed																												16
<b>Ramsey County Deferred Loan</b>																												
Loan Applications Rec'd	0	0	3	3	2	0	2	3	1	5	1	1	4	0	0	1	0	0	0	0	0	0	0	0	0	0	1	26
Loans Closed	0	0	2	0	0	1	1	1	1	2	4	2	3	0	1	0	0	0	0	0	0	0	0	0	0	0	1	18
<b>Construction Consultation Report</b>																												
Consultation Phone or Walk-in	5	37	14	57	69	72	123	108	71	108	65	41	117	2	2	5	4	0	0	0	0	0	0	0	0	0	13	900
Site Visits	0	25	31	51	31	58	88	67	43	78	47	28	91	3	1	2	3	0	0	0	0	0	0	0	0	0	9	647
Scopes & Inspections	5	31	57	8	0	2	2	2	3	3	0	0	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	117
<b>Total SERVICES Provided</b>	53	312	698	300	281	379	499	357	253	488	268	179	387	16	12	19	19	12	0	0	0	0	0	0	0	0	78	4,532

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

**CITY OF SHOREVIEW  
BUILDING INSPECTOR MONTHLY REPORT  
COMPARISON OF YEAR 2014 WITH 2013**

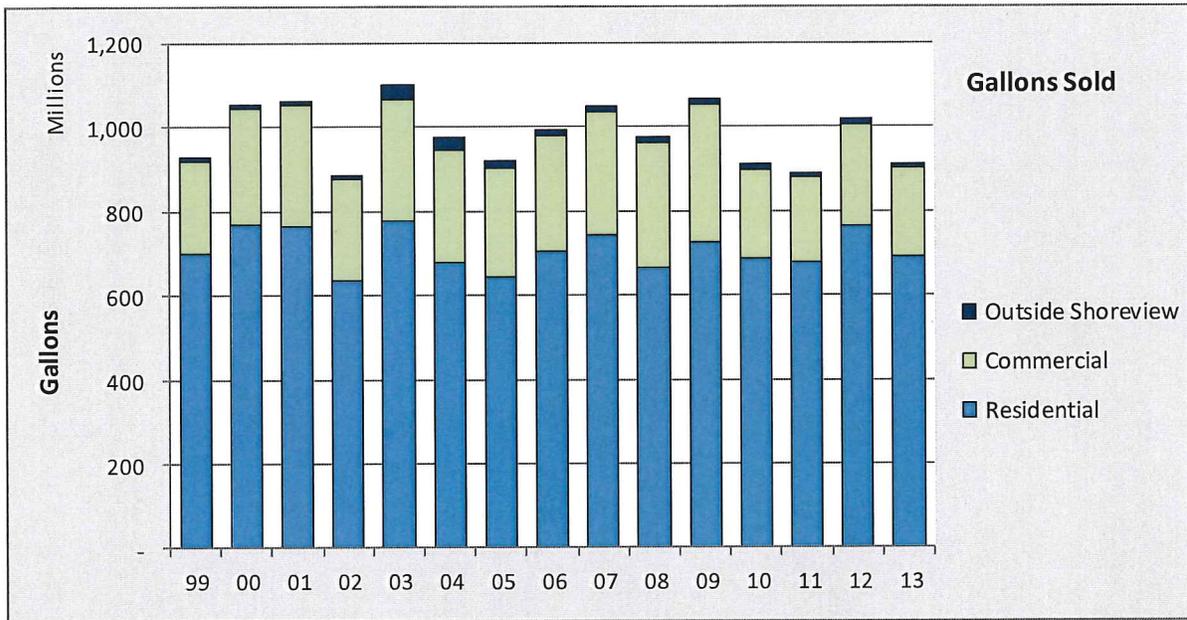
	APRIL 2014		TO DATE 2014		APRIL 2013		TO DATE 2013	
	PERMITS	VALUATION	PERMITS	VALUATION	PERMITS	VALUATION	PERMITS	VALUATION
DWELLINGS			1	\$250,000			2	\$1,325,000
TOWNHOMES			0	\$0			0	\$0
ADDITIONS	3	\$115,300	5	\$246,300	3	\$121,000	8	\$355,000
GARAGES	2	\$28,000	2	\$28,000			0	\$0
MISCELLANEOUS	53	\$289,739	131	\$935,626	48	\$228,252	130	\$1,013,103
APARTMENTS			0	\$0			0	\$0
OFFICES			0	\$0			0	\$0
RETAIL			0	\$0			1	\$1,285,000
INDUSTRIAL/WAREHOUSE			1	\$80,000			0	\$0
PUBLIC BUILDINGS			0	\$0			0	\$0
COMMERCIAL ADDITIONS			0	\$0			2	\$385,000
COMMERCIAL ALTER	11	\$760,739	22	\$1,453,239	6	\$117,146	24	\$1,220,706
<b>TOTAL</b>	<b>69</b>	<b>\$1,193,778</b>	<b>162</b>	<b>\$2,993,165</b>	<b>57</b>	<b>\$466,398</b>	<b>167</b>	<b>\$5,583,809</b>

CC: CITY MANAGER  
DIR. COMMUNITY DEV  
MAYOR

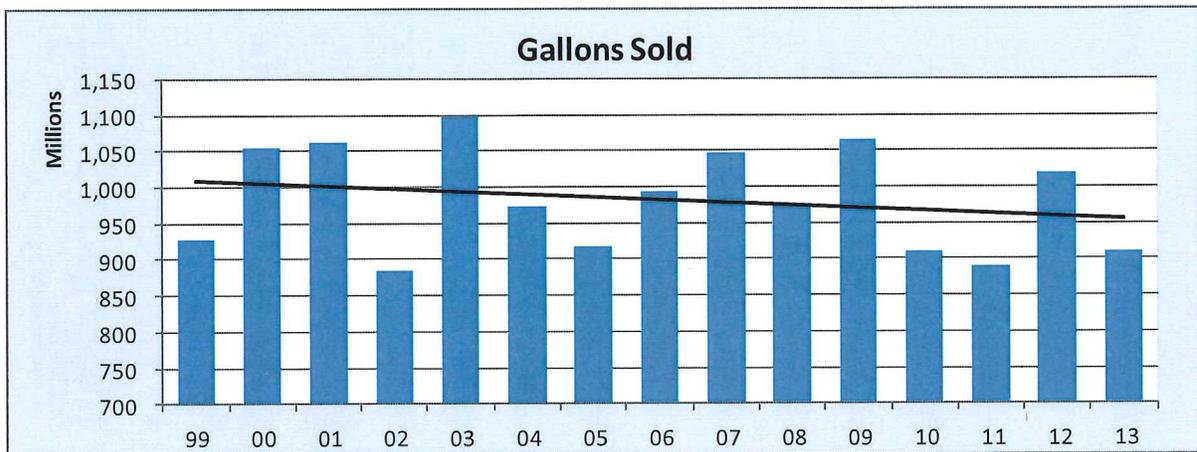
TO: Terry Schwerm, City Manager  
 FROM: Fred Espe, Finance Director  
 DATE: May 12, 2014  
 RE: Monthly Finance Report

**Water Use Trends**

The graph below illustrates changes in total water consumption (gallons sold) over the last fifteen years. On average, residential gallons account for 72.2% of gallons, commercial/industrial gallons account for 26.4% of gallons and about 1.4% of gallons are sold to neighboring communities.

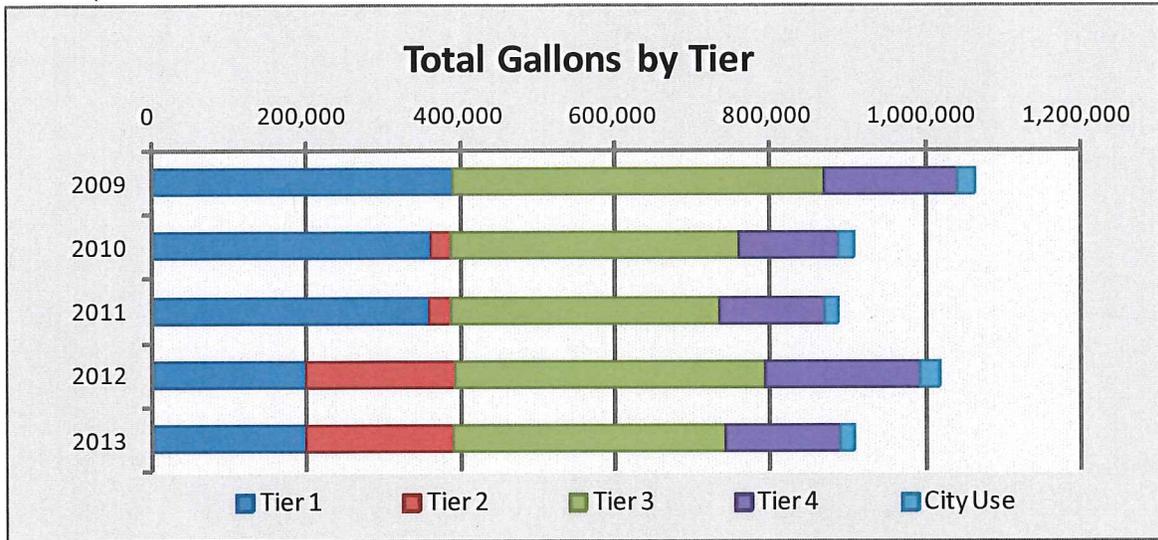


The next graph shows total gallons sold with a trend line that provides an overall indication of declining gallons. This trend was briefly interrupted by a very dry summer last year.

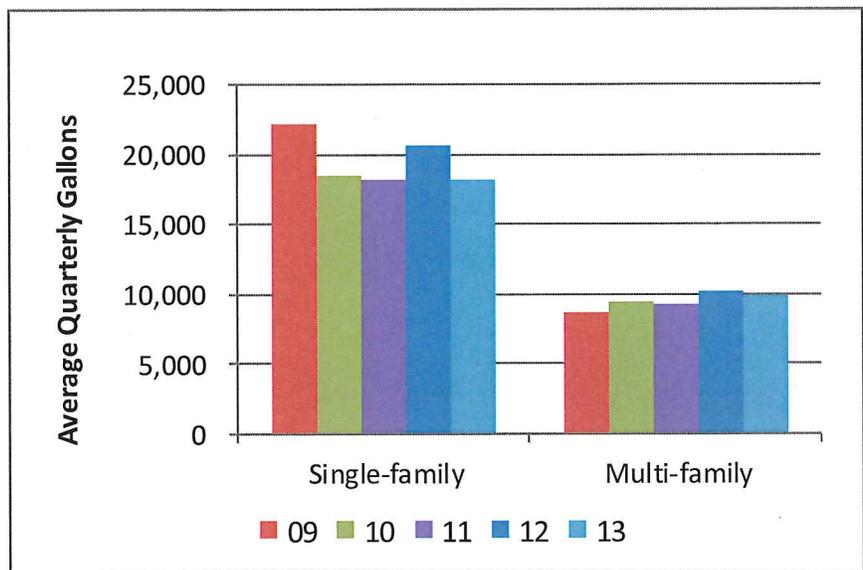


Gallons billed by tier over the last five years are shown in the next graph. The 2010 structural change in rates shows the beginning of the new tier (represented by the red bar in the graph), and this same tier was expanded in 2012 by splitting the lowest residential tier into two tiers. Between the change in tiers and the adopted water rate increases, the City has been successful in closing the gap between water revenue and operating expense.

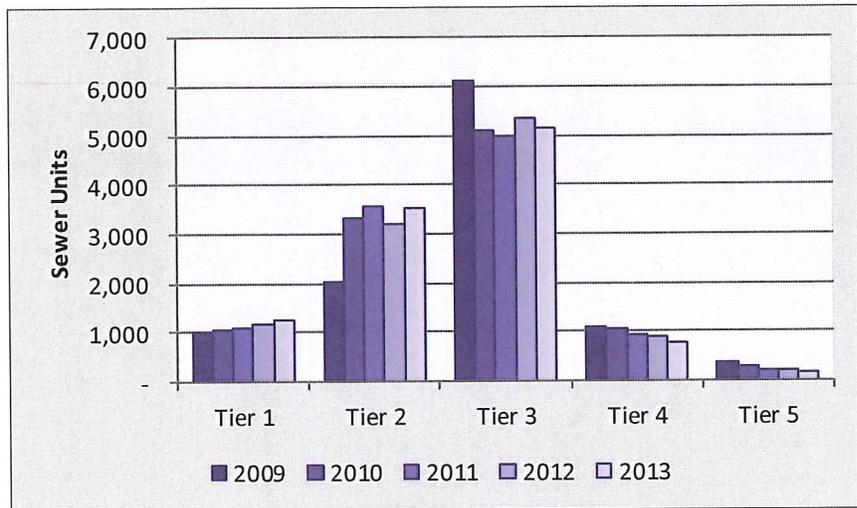
Total gallons billed in tier 1 and 2 remain relatively constant (generally accounting for 40% of gallons sold), while the gallons in tier 3 and 4 fluctuate the most (due to weather conditions in the summer months).



The graph at right shows average quarterly gallons per residential unit for the last five years. Multi-family gallons have grown slightly in recent years (apartments, condominiums and townhome structures with one meter for multiple units), and average single-family gallons per unit vary based on weather patterns (for instance the dry summer during 2012 led to higher water use for the year).



Winter water consumption is used to compute residential sewer bills throughout the year, because sewage flow is not metered at the home and winter water use provides the best measure of water sent into the sewer system. The table at right illustrates the gradual decline in residential water consumption because the number of units billed in the lowest two tiers is growing and the number of units billed in the highest two tiers is declining. The sharp shift in units from Tier 3 to tier 2 in 2010 was the result of changing the way apartment buildings are billed to a per unit basis (consistent with a change state statutes).



### Monthly Report

The table below provides a summary of permit revenues to date in 2014, in comparison to the same period in previous years (January through April). Revenue to date this year is about a third of the budget allowance.

	2010	2011	2012	2013	2014
<b>Revenue Received</b>					
Building permits	\$ 38,524	\$ 72,099	\$ 116,761	\$ 55,928	\$ 42,267
Plan check	8,175	28,824	56,904	21,744	12,043
Heating/electric/plumbing	20,209	27,790	64,065	39,140	40,727
<b>Total Revenue</b>	<b>\$ 66,908</b>	<b>\$ 128,713</b>	<b>\$ 237,730</b>	<b>\$ 116,812</b>	<b>\$ 95,037</b>
<b>Percent of budget allowance</b>	<b>26.8%</b>	<b>53.4%</b>	<b>92.1%</b>	<b>42.9%</b>	<b>33.8%</b>
<b>Budget allowance:</b>					
Building permits	\$ 150,000	\$ 149,000	\$ 150,000	\$ 150,000	\$ 162,000
Plan check	40,000	35,000	45,000	50,000	46,000
Heating/electric/plumbing	60,000	57,000	63,000	72,000	73,000
<b>Total Budget</b>	<b>\$ 250,000</b>	<b>\$ 241,000</b>	<b>\$ 258,000</b>	<b>\$ 272,000</b>	<b>\$ 281,000</b>

Attached is the monthly report for April of 2014.

**General Fund**  
For Year 2014 Through The Month Of April

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
<b>REVENUES</b>					
Property Taxes	6,837,154		6,837,154		
Licenses & Permits	324,500	103,169	221,331	31.79	36.43
Intergovernmental	188,622	108,726	79,897	57.64	44.93
Charges for Services	1,303,110	162,015	1,141,095	12.43	12.19
Fines & Forfeits	52,800	8,793	44,007	16.65	12.65
Interest Earnings	45,000		45,000		
Miscellaneous	26,108	8,218	17,890	31.48	34.64
<b>TOTAL REVENUES</b>	<b>8,777,294</b>	<b>390,920</b>	<b>8,386,374</b>	<b>4.45</b>	<b>4.33</b>
<b>EXPENDITURES</b>					
General Government					
Administration	539,688	132,030	407,658	24.46	28.87
Communications	209,370	59,926	149,444	28.62	40.60
Council & commiss	145,385	73,901	71,484	50.83	56.05
Elections	39,559	7	39,552	.02	
Finance/accounting	559,990	165,128	394,862	29.49	28.70
Human Resources	278,161	72,176	205,985	25.95	25.75
Information systems	334,900	130,653	204,247	39.01	37.47
Legal	120,000	30,553	89,447	25.46	26.14
<b>Total General Government</b>	<b>2,227,053</b>	<b>664,374</b>	<b>1,562,679</b>	<b>29.83</b>	<b>32.56</b>
Public Safety					
Emergency services	7,973	1,276	6,697	16.01	21.56
Fire	1,023,220	511,533	511,687	49.99	50.19
Police	1,969,030	606,249	1,362,781	30.79	29.54
<b>Total Public Safety</b>	<b>3,000,223</b>	<b>1,119,059</b>	<b>1,881,164</b>	<b>37.30</b>	<b>36.31</b>
Public Works					
Forestry/nursery	132,243	10,413	121,830	7.87	13.16
Pub Works Adm/Engin	460,442	133,495	326,947	28.99	26.95
Streets	837,694	168,847	668,847	20.16	20.08
Trail mgmt	126,347	19,719	106,628	15.61	15.81
<b>Total Public Works</b>	<b>1,556,726</b>	<b>332,474</b>	<b>1,224,252</b>	<b>21.36</b>	<b>21.31</b>
Parks and Recreation					
Municipal buildings	127,775	7,420	120,355	5.81	5.67
Park Maintenance	1,200,912	235,946	964,966	19.65	19.35
Park/Recreation Adm	397,368	105,756	291,612	26.61	28.58
<b>Total Parks and Recreation</b>	<b>1,726,055</b>	<b>349,123</b>	<b>1,376,932</b>	<b>20.23</b>	<b>20.20</b>
Community Develop					
Building Inspection	155,715	47,248	108,467	30.34	37.42
Planning/zoning adm	434,522	121,741	312,781	28.02	26.84
<b>Total Community Develop</b>	<b>590,237</b>	<b>168,989</b>	<b>421,248</b>	<b>28.63</b>	<b>29.75</b>

**General Fund**  
For Year 2014 Through The Month Of April

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
TOTAL EXPENDITURES	9,100,294	2,634,019	6,466,275	28.94	29.39
OTHER					
Transfers In	692,000	53,333	638,667	7.71	7.39
Transfers Out	-369,000	-79,667	-289,333	21.59	18.75
TOTAL OTHER	323,000	-26,333	349,333	-8.15	-36.62
Net change in fund equity		-2,269,432	2,848,098		
Fund equity, beginning		4,303,529			
Fund equity, ending		2,034,097			
Less invested in capital assets					
Net available fund equity		2,034,097			

**Recycling**  
For Year 2014 Through The Month Of April

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
<b>REVENUES</b>					
Intergovernmental	66,000		66,000		
Charges for Services	493,500		493,500		
<b>TOTAL REVENUES</b>	<b>559,500</b>		<b>559,500</b>		
<b>EXPENDITURES</b>					
Public Works					
Recycling	529,569	98,485	431,084	18.60	21.78
Total Public Works	529,569	98,485	431,084	18.60	21.78
<b>TOTAL EXPENDITURES</b>	<b>529,569</b>	<b>98,485</b>	<b>431,084</b>	<b>18.60</b>	<b>21.78</b>
Net change in fund equity	29,931	-98,485	128,416		
Fund equity, beginning		204,983			
Fund equity, ending		106,498			
Less invested in capital assets					
Net available fund equity		106,498			

**STD Self Insurance**  
For Year 2014 Through The Month Of April

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
<b>REVENUES</b>					
Charges for Services	7,500	2,492	5,008	33.23	34.13
Interest Earnings	450		450		
<b>TOTAL REVENUES</b>	<b>7,950</b>	<b>2,492</b>	<b>5,458</b>	<b>31.35</b>	<b>31.60</b>
<b>EXPENDITURES</b>					
Miscellaneous					
Short-term Disab	8,000	2,389	5,611	29.87	
<b>Total Miscellaneous</b>	<b>8,000</b>	<b>2,389</b>	<b>5,611</b>	<b>29.87</b>	
<b>TOTAL EXPENDITURES</b>	<b>8,000</b>	<b>2,389</b>	<b>5,611</b>	<b>29.87</b>	
Net change in fund equity	-50	103	-153		
Fund equity, beginning		41,257			
Fund equity, ending		41,360			
Less invested in capital assets					
Net available fund equity		41,360			

**Community Center**  
For Year 2014 Through The Month Of April

	Budget	Actual	Variance	Percent YTD This Yr Last Yr	
<b>REVENUES</b>					
Charges for Services	2,431,850	878,134	1,553,716	36.11	37.15
Interest Earnings	8,000		8,000		
Miscellaneous	13,000		13,000		
<b>TOTAL REVENUES</b>	<b>2,452,850</b>	<b>878,134</b>	<b>1,574,716</b>	<b>35.80</b>	<b>37.01</b>
<b>EXPENDITURES</b>					
Parks and Recreation					
Community center	2,667,676	733,828	1,933,848	27.51	29.52
<b>Total Parks and Recreation</b>	<b>2,667,676</b>	<b>733,828</b>	<b>1,933,848</b>	<b>27.51</b>	<b>29.52</b>
<b>TOTAL EXPENDITURES</b>	<b>2,667,676</b>	<b>733,828</b>	<b>1,933,848</b>	<b>27.51</b>	<b>29.52</b>
<b>OTHER</b>					
Transfers In	339,000	113,000	226,000	33.33	33.33
<b>TOTAL OTHER</b>	<b>339,000</b>	<b>113,000</b>	<b>226,000</b>	<b>33.33</b>	<b>33.33</b>
Net change in fund equity	124,174	257,306	-133,132		
Fund equity, beginning		1,048,539			
Fund equity, ending		1,305,845			
Less invested in capital assets					
Net available fund equity		1,305,845			

**Recreation Programs**  
For Year 2014 Through The Month Of April

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
<b>REVENUES</b>					
Charges for Services	1,460,213	420,227	1,039,986	28.78	29.37
Interest Earnings	4,200		4,200		
Miscellaneous		20	-20		
<b>TOTAL REVENUES</b>	<b>1,464,413</b>	<b>420,247</b>	<b>1,044,166</b>	<b>28.70</b>	<b>29.27</b>
<b>EXPENDITURES</b>					
Parks and Recreation					
Adult & youth sports	96,256	11,540	84,716	11.99	18.02
Aquatics	151,242	30,389	120,853	20.09	26.16
Community programs	102,662	23,487	79,175	22.88	29.20
Drop-in Child Care	61,751	15,440	46,311	25.00	28.79
Fitness Programs	209,023	57,127	151,896	27.33	28.38
Park/Recreation Adm	387,969	85,416	302,553	22.02	27.57
Preschool Programs	113,540	25,940	87,600	22.85	38.99
Summer Discovery	206,689	6,248	200,441	3.02	1.15
Youth/Teen	36,621	8,930	27,691	24.38	21.13
<b>Total Parks and Recreation</b>	<b>1,365,753</b>	<b>264,517</b>	<b>1,101,236</b>	<b>19.37</b>	<b>23.23</b>
<b>TOTAL EXPENDITURES</b>	<b>1,365,753</b>	<b>264,517</b>	<b>1,101,236</b>	<b>19.37</b>	<b>23.23</b>
<b>OTHER</b>					
Transfers In	70,000		70,000		
Transfers Out	-100,000	-33,333	-66,667	33.33	33.34
<b>TOTAL OTHER</b>	<b>-30,000</b>	<b>-33,333</b>	<b>3,333</b>	<b>111.11</b>	<b>266.68</b>
Net change in fund equity	68,660	122,396	79,597		
Fund equity, beginning		761,736			
Fund equity, ending		884,132			
Less invested in capital assets					
Net available fund equity		884,132			

**Cable Television**  
For Year 2014 Through The Month Of April

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
<b>REVENUES</b>					
Charges for Services	314,000	79,019	234,981	25.17	26.33
Interest Earnings	1,600		1,600		
Miscellaneous	1,200	400	800	33.33	25.00
<b>TOTAL REVENUES</b>	<b>316,800</b>	<b>79,419</b>	<b>237,381</b>	<b>25.07</b>	<b>26.16</b>
<b>EXPENDITURES</b>					
General Government					
Cable television	149,587	83,827	65,760	56.04	51.57
<b>Total General Government</b>	<b>149,587</b>	<b>83,827</b>	<b>65,760</b>	<b>56.04</b>	<b>51.57</b>
Capital Outlay					
Cable television		622	-622		
<b>Total Capital Outlay</b>		<b>622</b>	<b>-622</b>		
<b>TOTAL EXPENDITURES</b>	<b>149,587</b>	<b>84,449</b>	<b>65,138</b>	<b>56.46</b>	<b>51.57</b>
<b>OTHER</b>					
Transfers Out	-160,000	-53,333	-106,667	33.33	32.79
<b>TOTAL OTHER</b>	<b>-160,000</b>	<b>-53,333</b>	<b>-106,667</b>	<b>33.33</b>	<b>32.79</b>
Net change in fund equity	7,213	-58,363	278,910		
Fund equity, beginning		178,180			
Fund equity, ending		119,817			
Less invested in capital assets					
Net available fund equity		119,817			

**Econ Devel Auth/EDA**  
For Year 2014 Through The Month Of April

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Property Taxes	80,000		80,000		
TOTAL REVENUES	80,000		80,000		
EXPENDITURES					
Community Develop					
Econ Development-EDA	71,007	20,812	50,195	29.31	25.30
Total Community Develop	71,007	20,812	50,195	29.31	25.30
TOTAL EXPENDITURES	71,007	20,812	50,195	29.31	25.30
Net change in fund equity	8,993	-20,812	29,805		
Fund equity, beginning		194,964			
Fund equity, ending		174,152			
Less invested in capital assets					
Net available fund equity		174,152			

**HRA Programs of EDA**  
For Year 2014 Through The Month Of April

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Property Taxes	90,000		90,000		
TOTAL REVENUES	90,000		90,000		
EXPENDITURES					
Community Develop					
Housing Programs-HRA	81,371	17,904	63,468	22.00	14.43
Total Community Develop	81,371	17,904	63,468	22.00	14.43
TOTAL EXPENDITURES	81,371	17,904	63,468	22.00	14.43
Net change in fund equity	8,629	-17,904	26,533		
Fund equity, beginning		74,197			
Fund equity, ending		56,293			
Less invested in capital assets					
Net available fund equity		56,293			

**Liability Claims**  
For Year 2014 Through The Month Of April

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Interest Earnings	2,100		2,100		
Miscellaneous	30,000		30,000		.11
TOTAL REVENUES	32,100		32,100		.11
EXPENDITURES					
Miscellaneous					
Insurance Claims	32,000	7,828	24,172	24.46	13.75
Total Miscellaneous	32,000	7,828	24,172	24.46	13.75
TOTAL EXPENDITURES	32,000	7,828	24,172	24.46	13.75
Net change in fund equity	100	-7,828	7,928		
Fund equity, beginning		227,879			
Fund equity, ending		220,051			
Less invested in capital assets					
Net available fund equity		220,051			

**Slice SV Event**  
For Year 2014 Through The Month Of April

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
<b>REVENUES</b>					
Charges for Services	26,000	12,550	13,450	48.27	52.31
Miscellaneous	32,000	7,800	24,200	24.38	62.39
<b>TOTAL REVENUES</b>	<b>58,000</b>	<b>20,350</b>	<b>37,650</b>	<b>35.09</b>	<b>57.56</b>
<b>EXPENDITURES</b>					
General Government					
Slice of Shoreview	65,735	12,565	53,170	19.11	16.15
<b>Total General Government</b>	<b>65,735</b>	<b>12,565</b>	<b>53,170</b>	<b>19.11</b>	<b>16.15</b>
<b>TOTAL EXPENDITURES</b>	<b>65,735</b>	<b>12,565</b>	<b>53,170</b>	<b>19.11</b>	<b>16.15</b>
<b>OTHER</b>					
Transfers In	10,000		10,000		
<b>TOTAL OTHER</b>	<b>10,000</b>		<b>10,000</b>		
Net change in fund equity	2,265	7,785	-5,520		
Fund equity, beginning		65,817			
Fund equity, ending		73,602			
Less invested in capital assets					
Net available fund equity		73,602			

**Water Fund**  
For Year 2014 Through The Month Of April

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
<b>REVENUES</b>					
Intergovernmental	12,620	5,995	6,625	47.50	50.94
Utility Charges	2,637,000	609,293	2,027,707	23.11	22.91
Late fees		12,350	-12,350		
Water meters	5,500	453	5,047	8.24	101.86
Other prop charges	11,000	3,431	7,569	31.19	112.63
Interest Earnings	34,000	170	33,830	.50	-.44
<b>TOTAL REVENUES</b>	<b>2,700,120</b>	<b>631,692</b>	<b>2,068,428</b>	<b>23.39</b>	<b>23.44</b>
<b>EXPENDITURES</b>					
Proprietary					
Water Operations	1,503,536	296,074	1,207,462	19.69	19.45
<b>Total Proprietary</b>	<b>1,503,536</b>	<b>296,074</b>	<b>1,207,462</b>	<b>19.69</b>	<b>19.45</b>
<b>TOTAL EXPENDITURES</b>	<b>1,503,536</b>	<b>296,074</b>	<b>1,207,462</b>	<b>19.69</b>	<b>19.45</b>
<b>OTHER</b>					
Depreciation	-639,000	-213,000	-426,000	33.33	33.33
Transfers Out	-303,000		-303,000		
GO Revenue Bonds	-160,623	-102,295	-58,328	63.69	65.63
<b>TOTAL OTHER</b>	<b>-1,102,623</b>	<b>-315,295</b>	<b>-787,328</b>	<b>28.59</b>	<b>30.31</b>
Net change in fund equity	93,961	20,323	1,648,294		
Fund equity, beginning		13,327,864			
Fund equity, ending		13,348,187			
Less invested in capital assets		9,427,325			
Net available fund equity		3,920,862			

**Sewer Fund**  
For Year 2014 Through The Month Of April

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
<b>REVENUES</b>					
Intergovernmental	10,050	4,777	5,273	47.53	50.94
Charges for Services	1,000		1,000		97.40
Utility Charges	3,816,000	1,232,388	2,583,612	32.30	32.23
Late fees		18,783	-18,783		
Facility/area chgs	4,000		4,000		56.44
Other prop charges	2,500	48,500	-46,000	1,940.0	
Interest Earnings	24,000	53	23,947	.22	-.20
<b>TOTAL REVENUES</b>	<b>3,857,550</b>	<b>1,304,501</b>	<b>2,553,049</b>	<b>33.82</b>	<b>32.55</b>
<b>EXPENDITURES</b>					
Proprietary					
Sewer Operations	3,219,590	944,732	2,274,858	29.34	29.09
<b>Total Proprietary</b>	<b>3,219,590</b>	<b>944,732</b>	<b>2,274,858</b>	<b>29.34</b>	<b>29.09</b>
<b>TOTAL EXPENDITURES</b>	<b>3,219,590</b>	<b>944,732</b>	<b>2,274,858</b>	<b>29.34</b>	<b>29.09</b>
<b>OTHER</b>					
Depreciation	-330,000	-110,000	-220,000	33.33	33.33
Transfers Out	-181,000		-181,000		
GO Revenue Bonds	-58,177	-34,631	-23,546	59.53	62.29
<b>TOTAL OTHER</b>	<b>-569,177</b>	<b>-144,631</b>	<b>-424,546</b>	<b>25.41</b>	<b>25.42</b>
Net change in fund equity	68,783	215,138	702,737		
Fund equity, beginning		7,478,199			
Fund equity, ending		7,693,337			
Less invested in capital assets		4,725,848			
Net available fund equity		2,967,489			

**Surface Water Mgmt**  
For Year 2014 Through The Month Of April

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
<b>REVENUES</b>					
Intergovernmental	3,660	1,736	1,924	47.42	50.81
Utility Charges	1,277,000	417,288	859,712	32.68	32.64
Late fees		5,527	-5,527		
Lake Impr Dist chgs	43,577	8,577	35,000	19.68	21.65
Other prop charges	5,000	1,160	3,840	23.20	29.60
Interest Earnings	8,000		8,000		
<b>TOTAL REVENUES</b>	<b>1,337,237</b>	<b>434,288</b>	<b>902,949</b>	<b>32.48</b>	<b>32.48</b>
<b>EXPENDITURES</b>					
Proprietary					
Snail Lake Aug.	27,277	4,216	23,061	15.46	13.26
Surface Water Oper	799,318	88,200	711,118	11.03	13.73
<b>Total Proprietary</b>	<b>826,595</b>	<b>92,417</b>	<b>734,178</b>	<b>11.18</b>	<b>13.71</b>
<b>TOTAL EXPENDITURES</b>	<b>826,595</b>	<b>92,417</b>	<b>734,178</b>	<b>11.18</b>	<b>13.71</b>
<b>OTHER</b>					
Depreciation	-248,000	-82,667	-165,333	33.33	33.33
Transfers Out	-147,000		-147,000		
GO Revenue Bonds	-82,116	-53,040	-29,076	64.59	75.11
<b>TOTAL OTHER</b>	<b>-477,116</b>	<b>-135,707</b>	<b>-341,409</b>	<b>28.44</b>	<b>30.81</b>
Net change in fund equity	33,526	206,165	510,180		
Fund equity, beginning		8,072,695			
Fund equity, ending		8,278,860			
Less invested in capital assets		6,135,855			
Net available fund equity		2,143,005			

**Street Light Utility**  
For Year 2014 Through The Month Of April

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
<b>REVENUES</b>					
Utility Charges	493,000	160,808	332,192	32.62	32.59
Late fees		2,367	-2,367		
Interest Earnings	2,200		2,200		
Miscellaneous	500	120	380	24.01	
<b>TOTAL REVENUES</b>	<b>495,700</b>	<b>163,296</b>	<b>332,404</b>	<b>32.94</b>	<b>32.86</b>
<b>EXPENDITURES</b>					
Proprietary					
Street lighting	267,491	47,510	219,981	17.76	18.94
<b>Total Proprietary</b>	<b>267,491</b>	<b>47,510</b>	<b>219,981</b>	<b>17.76</b>	<b>18.94</b>
Capital Outlay					
Capital Projects		977	-977		
<b>Total Capital Outlay</b>		<b>977</b>	<b>-977</b>		
<b>TOTAL EXPENDITURES</b>	<b>267,491</b>	<b>48,486</b>	<b>219,005</b>	<b>18.13</b>	<b>19.00</b>
<b>OTHER</b>					
Depreciation	-58,000	-19,333	-38,667	33.33	33.33
Transfers Out	-20,400		-20,400		
<b>TOTAL OTHER</b>	<b>-78,400</b>	<b>-19,333</b>	<b>-59,067</b>	<b>24.66</b>	<b>23.88</b>
Net change in fund equity	149,809	95,476	172,466		
Fund equity, beginning		1,163,796			
Fund equity, ending		1,259,272			
Less invested in capital assets		432,561			
Net available fund equity		826,711			

**Central Garage Fund**  
For Year 2014 Through The Month Of April

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
<b>REVENUES</b>					
Property Taxes	184,000		184,000		
Intergovernmental	83,170	39,357	43,813	47.32	49.88
Cent Garage chgs	1,242,855	147	1,242,708	.01	.30
Interest Earnings	9,500		9,500		
Miscellaneous		150	-150		
<b>TOTAL REVENUES</b>	<b>1,519,525</b>	<b>39,654</b>	<b>1,479,871</b>	<b>2.61</b>	<b>3.25</b>
<b>EXPENDITURES</b>					
Proprietary					
Central Garage Oper	599,799	221,987	377,812	37.01	29.05
<b>Total Proprietary</b>	<b>599,799</b>	<b>221,987</b>	<b>377,812</b>	<b>37.01</b>	<b>29.05</b>
Capital Outlay					
Central Garage Oper		160,628	-160,628		
<b>Total Capital Outlay</b>		<b>160,628</b>	<b>-160,628</b>		
<b>TOTAL EXPENDITURES</b>	<b>599,799</b>	<b>382,615</b>	<b>217,184</b>	<b>63.79</b>	<b>57.19</b>
<b>OTHER</b>					
Sale of Asset	29,000	31,029	-2,029	107.00	
Transfers In	119,400		119,400		
Depreciation	-660,000	-220,000	-440,000	33.33	33.33
GO CIP Bonds	-238,054	-121,173	-116,882	50.90	50.90
<b>TOTAL OTHER</b>	<b>-749,654</b>	<b>-310,144</b>	<b>-439,511</b>	<b>41.37</b>	<b>51.02</b>
Net change in fund equity	170,072	-653,104	1,936,939		
Fund equity, beginning		4,203,945			
Fund equity, ending		3,550,841			
Less invested in capital assets		3,228,575			
Net available fund equity		322,266			

INVESTMENT SCHEDULE BY SECURITY TYPE  
AS OF 04-30-14

Seq#	Institution	Type	Term	Purchased	Matures	Principal	Yield
<hr/>							
CERTIFICATE DEPOSIT							
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1,141	Morgan Stanley Smith Barney LLC	CD	1,097	02-08-12	02-09-15	150,000.00	1.000000
1,208	Morgan Stanley Smith Barney LLC	CD	546	09-06-13	03-06-15	249,000.00	.700000
1,140	Morgan Stanley Smith Barney LLC	CD	1,461	02-08-12	02-08-16	248,000.00	1.150000
1,155	Morgan Stanley Smith Barney LLC	CD	1,461	05-16-12	05-16-16	98,000.00	1.250000
1,154	Morgan Stanley Smith Barney LLC	CD	1,645	05-16-12	11-16-16	248,000.00	1.300000
1,169	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: 15						3,463,000.00	
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FEDERAL HOME LN BK							
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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
1,209	Dain Rauscher Investment Services	FH	3,288	12-23-13	10-24-2022	485,000.00	3.506300
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	05-15-2028	483,125.00	3.806300
Total Number Of Investments: 10						5,169,375.00	
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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

INVESTMENT SCHEDULE BY SECURITY TYPE  
AS OF 04-30-14

Seq#	Institution	Type	Term	Purchased	Matures	Principal	Yield
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	

FED HM MORTG POOL

1,179	Wells Fargo Brokerage Services	HP	2,556	08-22-12	08-22-19	500,000.00	1.399400
1,180	Wells Fargo Bank MN, NA	HP	2,556	08-22-12	08-22-19	460,000.00	1.399400
Total Number Of Investments: 2						960,000.00	

TAX EXMPT MNCPL BOND

1,197	Dain Rauscher Investment Services	MB	4,109	04-01-13	07-01-2024	232,528.00	5.744100
1,205	Dain Rauscher Investment Services	MB	4,113	06-28-13	10-01-2024	82,242.75	5.102700
Total Number Of Investments: 2						314,770.75	

TAXABLE MUNCPL BONDS

1,201	Dain Rauscher Investment Services	TM	1,554	04-30-13	08-01-17	452,342.50	1.546300
1,202	Dain Rauscher Investment Services	TM	1,919	04-30-13	08-01-18	493,511.75	1.846400
1,190	Dain Rauscher Investment Services	TM	2,302	12-11-12	04-01-19	503,020.00	1.349700
1,177	Wells Fargo Brokerage Services	TM	2,579	08-09-12	09-01-19	503,340.00	1.572100
1,192	Dain Rauscher Investment Services	TM	2,544	12-27-12	12-15-19	224,901.60	2.960600
1,191	Dain Rauscher Investment Services	TM	2,910	12-27-12	12-15-2020	235,407.30	3.392500
1,188	Dain Rauscher Investment Services	TM	3,494	12-05-12	06-30-2022	268,192.80	3.576000
1,193	Dain Rauscher Investment Services	TM	3,640	12-27-12	12-15-2022	250,218.50	3.742800
Total Number Of Investments: 8						2,930,934.45	

INVESTMENT SCHEDULE BY SECURITY TYPE  
AS OF 04-30-14

Seq#	Institution	Type	Term	Purchased	Matures	Principal	Yield
						18,216,927.20	
						1,411,130.48	
						2,785,103.20	
						8,440.31	
						174,544.33	
						2,500.00	
						123,867.24	
						22,722,512.76	

TO: MAYOR, CITY COUNCIL AND CITY MANAGER  
FROM: MARK J. MALONEY, PUBLIC WORKS DIRECTOR  
DATE: MAY 14, 2014  
SUBJ: PUBLIC WORKS MONTHLY REPORT

### **Railroad Quiet Zone**

Upon finalization of the Railroad Quiet Zone Report for Shoreview, staff requested written support from Ramsey County for establishment of a Railroad Quiet Zone corresponding to the east-west line adjacent to County Road E. Their support is sought because the physical improvements necessary to consider a quiet zone involve at grade rail crossings of Lexington Avenue and Victoria Street which are technically under jurisdiction of the County. The 60 day Notice of Intent for the creation of the quiet zone was recently sent to CP Rail, Canadian National, and agencies with jurisdiction and interpretation of railway operations. It is anticipated that the physical improvements necessary for the 2 crossings will be completed in late June/early July at a cost to the City of approximately \$15,000. The goal is to have a compliant quiet zone associated with the east-west rail line through Shoreview in place on August 1, 2014.

### **Environmental Services**

The Minnesota Department of Agriculture continues to assist with detecting Emerald Ash Borer (EAB) within Shoreview. As part of their work plan they will be hanging Purple Detection Traps within our infested area in late May. They will hang traps at a density of 1/Hectare (~2.5 Acres) in a grid like pattern, which means places for 38 EAB Purple Panel traps in Shoreview, mostly on public trees (boulevards or park trees). If private trees have to be used homeowners will be notified first. Informational signage will also be included on all traps with Department of Agriculture contact information.

Trees purchased as part of the City's program were delivered to residents last week along with watering and planting information. Bachman's Nursery typically provides excellent plant materials.

The City recently applied and has been selected as a participant in the Community Engagement and Preparedness Program. The project is funded through the Minnesota Department of Natural Resources and non-profit organization Tree Trust to assist in a tree inventory effort citywide.

The inventory work will be done during the summer season of 2014 by volunteers who will receive professional training from experts on tree identification, tree measurements and data collection. Volunteers will be provided all necessary inventory equipment. Volunteers will work when their schedule allows and will have the support of Tree Trust and City staff. There is no cost to participate as City staff and volunteer hours are counted as matching in-kind dollars. A newly hired forestry intern, Melissa Bardal, will be primarily responsible for coordinating this tree inventory.



This partnership is consistent with mitigation policies and goals in the City's adopted Emerald Ash Borer Management Plan. These efforts will help the City mitigate the impact of the Emerald Ash Borer's (EAB) disruption to the urban forest and help us be better prepared for future threats. Staff is currently working to advertise for volunteers with training scheduled for the beginning of June. In addition a second forestry intern is scheduled to begin next week to assist with the Shoreview's popular EAB Injection Program available to both public and private properties.

Spring Clean Up Day on May 17<sup>th</sup> generated significant interest from Shoreview residents with many phone calls the week before asking if certain items were accepted. We anticipate many more vehicles and additional tonnage due to the free pilot program. A complete report of these figures will be supplied after the event to gauge the success of the changes.

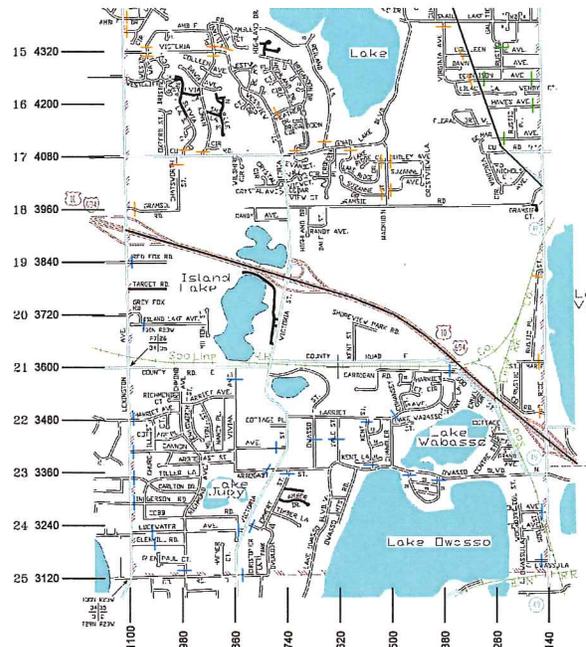
The Ramsey Washington Metro Watershed District reached out to MS4 cities to offer assistance in meeting new permit requirements in our Surface Water Pollution Prevention Plan (SWPPP). The District hosted a workshop to facilitate some collaboration or provide support in the following areas:

- Training needs
- Construction inspections, maintenance and post-construction tracking
- Mapping
- TMDLs
- Education partnerships
- RWMWD Watershed Management Plan updates.

Staff found this facilitation constructive and helpful, and indicative of the level of service the Watershed has provided since taking over jurisdiction of the Grass Lake Water Management Organization.

### Metro Count Traffic Reporting

We have begun our seasonal traffic counting for residential roads. Currently we have two metro count units actively recording the volume of traffic on Shoreview residential streets. The City is broken into four zones; it is our goal to complete one zone each year. We are in our third year of this program and are approximately 3 months ahead of schedule. The map below shows the location of where the units will be counting.



Counting traffic on residential roads provides data that helps staff respond to resident's questions and concerns for traffic volumes and/or speeding in neighborhoods. The Metro Count units can be used to find specific patterns to the speeding including vehicle class, speed and time the speed is occurring. This information gives Ramsey County Sheriffs specific information to help address these issues.

The goal of this program is to have a system that allows residents to view traffic volumes, accident reports, deer collisions and other traffic data, all in one GIS system. This information can help educate residents and often times answer questions they might have regarding traffic in residential areas.

### MAINTENANCE ACTIVITIES

Spring weight restrictions were lifted on Friday May 9<sup>th</sup>. Street crews removed load limit signs from all streets. Street sweeping continues and will continue as long as weather permits. Crews have also been spot patching and preparing water main break repairs for permanent patching. Spring pond inspections began and crews are cleaning and inspecting inlets and outlets at each pond. Street crews have also been repairing sod and mailboxes damaged during winter plowing events. Sign repairs, installation and maintenance continues as time and weather allow.

Winter equipment is being cleaned, inspected and stored for the summer.

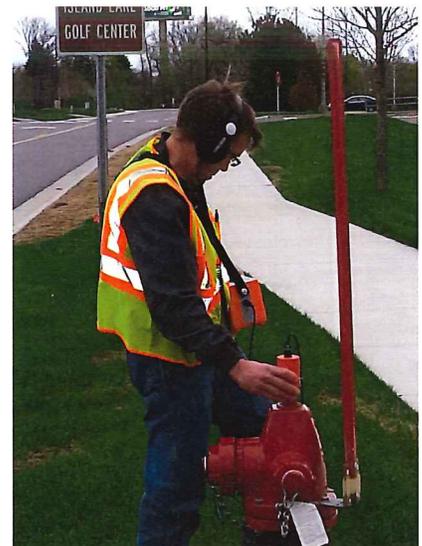
Each day utility crews inspect and perform routine maintenance and repairs to all of the wells and lift stations as well as the two water towers and the booster station.

Requests for locating City utilities in proposed excavation areas begin to rise this time of year. Crews respond by marking City utilities within the excavation or construction areas. They also respond to meter appointments as needed.

Spring flushing of the water system was completed on Friday May 9<sup>th</sup>. Crews are now repairing hydrants as needed. All public works crews worked together to repair a water main break. Utility crews also continue inspecting manholes and sewer pipe throughout the sanitary sewer system.

Each year we have half of the City inspected for leaks throughout the water system. This year, because of the number of frozen services that were reported, we will have the whole water system inspected for leaks.

**Department of Corrections Crew** – The DOC crew starts each day by cleaning the maintenance center lunchroom, bathrooms, offices and other common areas. They are working in flower beds around City Hall and the Community Center as well as in the medians along highway 96 and Lexington Avenue. They are removing trees as needed and have also been participating in repairing boulevards damaged by snow plowing. As time permits they clean and detail trucks and equipment.



Leaks can be detected by hooking up sounding equipment to each hydrant.

## **PROJECT UPDATES**

**Owasso Street Re-alignment, Project 09-12** – Construction work on the road project was suspended for winter. Final restoration and minor items will be completed when the weather permits. The railroad signal work and crossing upgrade is proposed for mid June after school is out.

**Red Fox Road Reconstruction, Project 12-04** – Construction work on the project was suspended for the winter. Final restoration and minor items will be completed when the weather permits.

**County Road D Reconstruction, Project 13-01A** – Construction work on the project was suspended for the winter. Final restoration and minor items will be completed when the weather permits, likely in June.

**Cottage Place Reconstruction, Project 13-01B** – Construction work on the project was suspended for the winter. Final restoration and minor items will be completed when the weather permits, likely in June.

**Water Treatment Plant – Preliminary Design Report** – AE2S is currently preparing a design report for City review.

**Hanson/Oakridge Neighborhood Reconstruction – Project 14-01** – Bids were received for the project on May 1<sup>st</sup> and a contract was awarded to the lowest responsive bidder at the May 5<sup>th</sup> Council meeting. The Contractor is currently gathering the required information for the contract. Once that is completed a preconstruction meeting will be scheduled. A newsletter will be sent to the residents in the project area in the next week or two.

**2014 Street Light Replacements – Project 14-03** – Council has authorized the purchase of poles and fixtures. Currently we are soliciting quotes for the installation. The results will be presented to Council at the June 2<sup>nd</sup> meeting.

**2014 Street Seal Coating – Project 14-04** – The project is being advertised for bids in May with a bid opening on June 5<sup>th</sup> and award on June 16<sup>th</sup>. We will be sealcoating Zone 7 which is the very south portion of Shoreview.

REGULAR COUNCIL MEETING  
APRIL 21, 2014

**TO: MAYOR AND COUNCILMEMBERS**

**FROM: TERRY SCHWERM  
CITY MANAGER**

**DATE: MAY 13, 2014**

**SUBJECT: PARKS AND RECREATION MONTHLY REPORT**

### **DEPARTMENT ACTIVITY**

Summer is rapidly approaching and with it comes increased youth activity in our parks and at the Community Center. Youth soccer, baseball, softball, and lacrosse have all started using our athletic fields, and they will only get busier as we move into late May and June.

Summer Discovery, our full day child-care program at the Community Center, begins on June 9<sup>th</sup> along with many of our other playground programs. Swimming lessons also begin that week and there are several other program offerings of varying lengths throughout the summer.

The always popular Farmers Market opens on Tuesday, June 17<sup>th</sup> and runs through October 14<sup>th</sup>. Free slices of watermelon will be available on opening night of the market. The concert series begins on Wednesday, June 18<sup>th</sup> and will feature Divas through the Decades. There is an exciting line up of great musical talent on Wednesday evenings through August at the pavilion.

Pickleball at the Community Center has been a big hit this past winter. As shown in the attached report from John Malmgren, President of the Shoreview Area Pickleball Club, the month of April was the busiest month with nearly 30 players every Monday, Wednesday, and Friday. We hope to have the dedicated pickleball court at Bobby Theisen Park completed in June at the latest.

### **COMMUNITY CENTER**

Daily pass revenue decreased this month compared to last year. There was a noticeable difference in the amount of daily traffic in the building compared to previous months. The indoor playground was active with young visitors and members. The new smaller component for toddlers is scheduled to arrive in May. Staff has noticed more children utilizing the gymnasium while visiting Tropical Adventure Indoor Playground. The gymnasium has also stayed active with pickleball players averaging over 25 participants per day. Two additional mornings were added for exclusive pickleball play to alleviate the amount of participants waiting to play. Marketing efforts for Daily admissions this month included a full page color advertisement in the Lakes Area Summer Fun Guide which is distributed to all residents of White Bear Lake, Vadnais Heights, Forest Lake and Hugo.

Tropics Waterpark was host to 10 different pool groups this past month. Swimming lessons have been well attended especially on Saturday mornings. Staff has had to be vigilant on monitoring the family locker rooms to make sure guests are being considerate of others on the amount of time they are spending in those locker rooms. The new punch cards being sold for swim lesson participants continue to be very popular. There is a limited amount that can be sold to avoid overcrowding the pool at specific times. All available punch cards were sold during the spring swimming session and staff anticipates the same situation for the summer sessions. Poolside birthday party packages were very successful this month with nearly 50 parties being hosted in Beachcomber Bay and Coconut Cove during the weekends. Marketing efforts for Tropics Waterpark include an advertisement in the Shoreview Bulletin and a newsletter created and distributed to all pool groups that have visited the facility in the past few years.

The Fitness Center has been active with high school and college students. There has also been a noticeable increase of usage during late mornings and early afternoons with members that have returned to Minnesota after spending the winter months in warmer climates. There were 15 new member orientations performed in the Fitness center and nearly 60 personal training sessions redeemed. A new six week Golf Swing exercise program has been added in the Fitness Center. Staff is also planning to add some fitness seminars and educational classes in some of the meeting rooms during daytime hours when they are not in use. Group Fitness classes remain popular this spring session. There are currently 85 classes per week being offered. The Get Fit Body Challenge is being evaluated due to lower participation. Staff is researching the model that is used for this type of program at some neighboring Health Clubs and the new Ferrells Fitness Centers.

The Shoreview Room was active with corporate meetings and banquets this month. Revenue for Shoreview room rentals did increase 31% compared to last April and there were 60% more meetings during the week in that banquet room. The Community Room and meeting rooms were also well utilized this past month. Community room revenue increased 12% and meeting room rental increased 40% from April 2013. Some of the groups that hosted trainings and events at the Community Center this month were Cretin Derham Hall, Norwex, Department of Human Services, Minnesota State Colleges, Abra Auto Body and Glass, and National Association of Orthopedic nurses. Staff has noticed that new rentals have been learning about the different rental opportunities at the Community Center through our web site.

New membership sales have slightly decreased this month but there was an increase in memberships being billed monthly. Membership revenue is nearly \$400,000.00 for the year which is a 2.5% increase compared to last year, the same percentage increase of our membership prices. The annual 30 days for 30 dollars promotional membership started this month. This promotion allows customers to purchase up to three of these memberships. This is a very popular option for college students that are home for the summer. It gives them an inexpensive membership without any commitment. The other promotion that was very popular this month was a discounted family pass through Living Social. This deal allowed people to purchase a family pass for \$24.00 and receive one 12 inch pizza and a pitcher of pop. We offered 350 of these coupons and they sold out in one hour.

## **RECREATION PROGRAMS**

The cool and wet weather delayed the beginning of youth sports programs. Enrollment for youth sports programs increased nearly 20% compared to last year. There are over 520 participants enrolled in soccer, softball, and baseball. The elementary track program began last week in the gymnasium at Island and Turtle Lake schools. The track program is a partnership with the Mounds View School District, Arden Hills, and New Brighton. Shoreview Recreation Programs sponsors the program for Turtle and Island lake schools only. Responsibilities include administration for the program and lining the fields. There are over 260 fourth and fifth graders participating in this program this year.

Kids Corner preschool is finishing up another successful school year. The annual end of the year party will be held at the Haffeman Pavilion on May 28<sup>th</sup>. The Zinghoppers will be providing entertainment for all 130 children that participated in this program this school year. The number of children enrolled in the 2014/2015 school year has already surpassed the current school year. Two new classes were added for the next school year. Math Monsters is a class exposing young minds to math concepts and Story Stretchers is a class focusing on literacy heightening reading readiness and comprehension. Both of these educational classes are nearly at capacity.

A few other classes are being introduced this summer to focus on keeping children active. A children's ballet fitness is going to be offered which focuses on starting a journey to good healthy habits while moving and playing to age appropriate music. Kids Zumba is also going to be starting this summer with children moving to the beat of favorite Zumba tunes for a fun dance-fitness party. There were over 60 participants in the spring tumbling session. This program does not continue through the summer months. Staff is evaluating class levels and offerings for when the program is offered in September.

The annual Shoreview Egg Hunt took place on April 12<sup>th</sup> with some different components than previous years. The egg hunt was held outside similar to other cities which allowed for many more participants. There was a light snack, crafts, and pictures with the Bunny himself. Staff had two egg hunt areas designed for different age groups for scattering the candy and prize filled eggs. This year we also had some actual rabbits and baby bunnies at the event.

Older adult activities offered this month were AARP Smart Driver course which is now being offered fewer times per month but in the larger banquet room at the Community Center so more participants can be accommodated. A new senior Book Club is being offered at the Community Center. The club meets the second Wednesday of the month and anyone is welcome. At the last meeting, the book choices were selected through the month of October. The annual Spring Tea was held this week. Participants enjoyed an array of teas and delicious appetizers.

Staff is continuously preparing for summer programs. The farmers market is almost ready for its 2014 season. A meeting will be held next month where permits will be distributed and the new bylaws will be discussed. Summer staff is being trained on key values, policies, safety, youth programming, and customer service. Volunteer coaches are being recruited, teams are being formed, and schedules are being generated for adult and youth sports.

### **PARKS MAINTENANCE CREW**

The crew ended up having to plow snow again this year in April, which typically set us behind in our regular spring tasks. Now that it has finally gotten warmer, the crew has been able to get all the equipment ready for summer use. The boardwalk at Wilson Park has been removed and put away until next skating season. All the "Thin Ice" signs have also been removed. The Off Leash dog areas at Bucher, Theisen and Wilson Park hockey rinks have been put up and open for use.

The crew has started spring cleaning up of leaves throughout the park system. The Community Center, Library and Highway 96 have been cleaned by the DOC crew. They cut down the plants and cleaned up leaves and trash. The crew has started mowing parks and athletic fields already. The crew has worked on the irrigation systems. The water has been turned on and they are in the process of being tested per state law. Once all the rain stops we will begin turning on systems. Water has been turned on to all drinking fountains in the parks. The restrooms at Rice Creek are open as well as the concession rooms at Rice Creek Fields and Sitzer Park.

With the warm weather come spring sports. Bucher and Wilson Parks have still been too wet for any use. They should be ready next week to use. The crew is in the process of painting lines on the fields. The Lacrosse Field at McCullough Park has been installed. The soccer fields at Commons and Theisen have been laid out; we just have not been able to paint them with all the rain. We still have all the small fields to install that are used by Summer Playground Sports programs. The adult softball league is using Commons and Shamrock. Rice Creek Fields have been used by the high school and MVSA. McCullough has been used by the high school and youth baseball. The youth baseball association has used Sitzer Park.

The crew has finished the first round of park & playground inspections. All minor repairs are complete at this time. Parts have been ordered for some larger repairs. Once they come in they will put in place. The crew was able to install the sunshades at Bucher Park. The 5 to 12 structure had new uprights installed so the shade cannot be burned again. A contractor repaired lights out on Highway 96 and at Sitzer Park. The cell tower project at Sitzer Park is finally coming along. The stonework on the building has been completed and general clean up of the site. The roof still needs to be put on the building and final grading and seeding. Hopefully they will be done in the next week or so.

The crew continues to pick up trash on a daily basis at the Community Center, the Library and the parks. Now that youth sports are in the parks the trash receptacles need to be dumped more often. The restrooms at Rice Creek Fields are being cleaned daily with all the games that

are going on up there right now. The pavilion restrooms are being cleaned before and after each rental right now. Weekend use of the pavilion is just starting to crank up.

### **COMMUNITY CENTER CREW**

The crew has been working to keep the building on its cleaning schedule. As a result of the heavy use this past winter, it has been tough to do. The crew has even been working on some extra tasks. They cleaned the carpet in the meeting rooms and the upper level commons areas, hallways and lobbies. They refinished the dance floor in the Community Room and they have been working on dust in the playground and the fitness center ductwork.

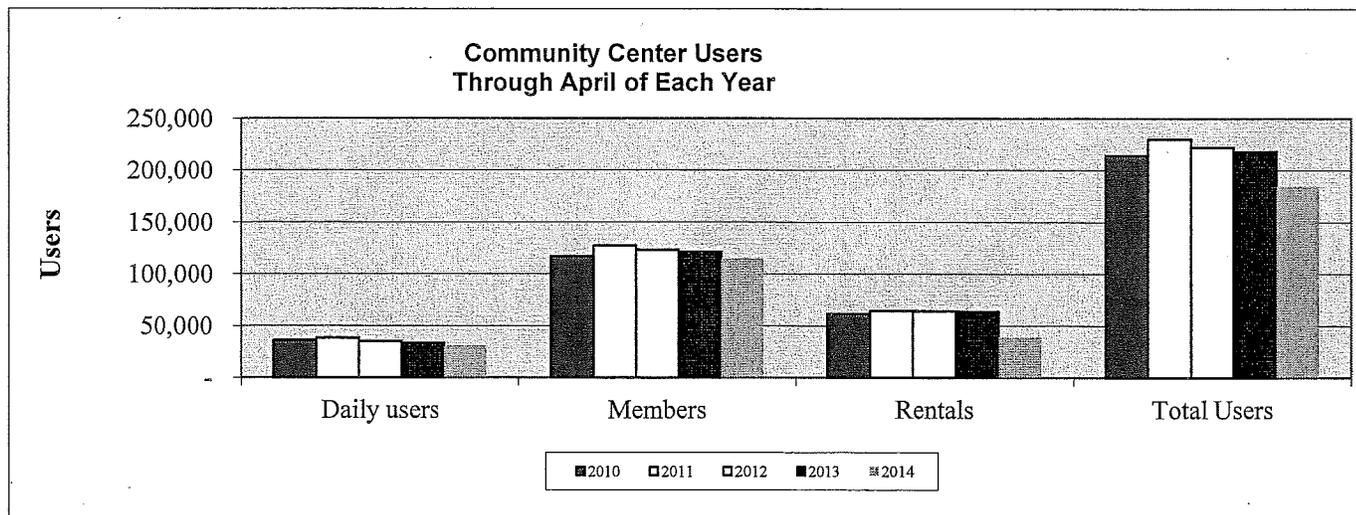
Contractors have installed the new doors on the lower level entrance. They have only been in a couple of days, but there has been an improvement in the air temperature in that area. Contractors have also been working in the Community Room. The old projector screens were removed and the soffits patched and painted. They are in the process of re-finishing the woodwork and painting the windows. Yale replaced the VFD (Variable Frequency Drive) for an air handling unit. That is the unit that supplies heat and cooling to the Community Room. The old one was original to the building and was shorting out, causing the air handler to shut down. We will probably be replacing more of the old ones in the future. Getting more than twenty years on a drive is very good.

Work orders for repairs keep skyrocketing. We are currently running more than 300 work orders ahead of last year's pace and haven't reached our busiest season yet. That comes with Summer Discovery and all the other recreation programs in the building during the summer. We are also getting things lined up for pool shutdown.

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

	2010	2011	2012	2013	2014
<b>Number of Users:</b>					
Daily users	35,871	38,191	34,750	33,090	30,758
Members	116,977	127,484	123,004	121,273	114,767
Rentals	61,560	64,223	64,444	63,838	39,373
<b>Total Users</b>	<b>214,408</b>	<b>229,898</b>	<b>222,198</b>	<b>218,201</b>	<b>184,898</b>
<b>Revenue:</b>					
Admissions	\$ 211,347	\$ 249,403	\$ 231,541	\$ 268,396	\$ 264,063
Memberships-annual	276,467	329,822	336,638	349,391	362,693
Memberships-seasonal	36,614	36,465	31,778	32,929	35,603
Room rentals	80,714	88,213	87,187	108,903	108,157
Wave Café	69,500	82,448	73,311	89,852	94,713
Commissions	2,579	993	2,053	1,675	1,706
Locker/vending/video	12,880	8,270	8,585	6,472	7,053
Merchandise	3,712	4,856	5,273	5,946	4,269
Other miscellaneous	(788)	54	61	(168)	(97)
Transfers in	103,336	99,000	100,000	104,000	113,000
<b>Total Revenue</b>	<b>796,361</b>	<b>899,524</b>	<b>876,427</b>	<b>967,396</b>	<b>991,160</b>
<b>Expenditures:</b>					
Personal services	392,147	393,417	410,790	424,076	412,549
Supplies	118,647	152,541	150,092	176,781	177,932
Contractual	124,271	132,937	163,064	155,993	140,173
Other	-	-	5,727	-	-
<b>Total Expenditures</b>	<b>635,065</b>	<b>678,895</b>	<b>729,673</b>	<b>756,850</b>	<b>730,654</b>
<b>Rev less Exp Year-to-date</b>	<b>\$ 161,296</b>	<b>\$ 220,629</b>	<b>\$ 146,754</b>	<b>\$ 210,546</b>	<b>\$ 260,506</b>

\*



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

t\data/excel/comm cntr/Monthly report 2014



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

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
<b>Number of Users:</b>													
Daily users	7,974	7,000	10,931	7,185	5,072	4,871	4,514	4,366	2,652	4,319	5,986	5,703	70,573
Members	32,422	28,240	31,139	29,472	25,068	23,723	24,641	22,833	20,314	23,469	25,962	26,112	313,395
Rentals	14,163	13,945	18,510	17,220	18,024	56,444	55,100	52,526	21,071	17,579	15,574	14,768	314,924
<b>Total Users</b>	<b>54,559</b>	<b>49,185</b>	<b>60,580</b>	<b>53,877</b>	<b>48,164</b>	<b>85,038</b>	<b>84,255</b>	<b>79,725</b>	<b>44,037</b>	<b>45,367</b>	<b>47,522</b>	<b>46,583</b>	<b>698,892</b>
<b>Revenue:</b>													
Admissions	\$ 50,299	\$ 47,292	\$ 88,714	\$ 54,738	\$ 33,185	\$ 45,769	\$ 43,304	\$ 38,274	\$ 16,516	\$ 28,873	\$ 36,362	\$ 40,536	\$ 523,862
Indoor playground	6,216	6,569	8,744	5,824	3,480	2,899	2,312	2,293	2,074	4,695	6,268	5,270	56,644
Memberships	124,779	85,193	94,796	77,552	67,021	68,231	68,319	76,179	77,643	83,624	112,181	168,187	1,103,705
Room rentals	27,440	26,030	29,824	25,609	27,653	28,573	17,165	27,021	22,877	21,760	21,612	27,642	303,206
Wave Café	20,972	18,003	31,703	19,174	14,800	16,404	15,062	17,706	10,252	14,741	15,558	16,389	210,764
Commissions	-	426	456	793	617	-	3,168	1,347	1,848	3,074	144	152	12,025
Locker/vending/video	(4)	3,139	1,364	1,973	2,664	2,655	1,716	1,819	1,546	1,743	1,490	3,053	23,158
Merchandise	1,331	1,014	1,807	1,794	1,183	1,614	1,312	1,214	574	724	811	625	14,003
Other miscellaneous	(73)	(20)	(228)	153	50	19	19	42	7	12	-	13,428	13,409
Building charge	-	-	-	-	-	103,000	-	-	-	-	-	-	103,000
Interest	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers in	26,000	26,000	26,000	26,000	26,000	26,000	26,000	26,000	26,000	26,000	26,000	26,000	312,000
<b>Total Revenue</b>	<b>256,960</b>	<b>213,646</b>	<b>283,180</b>	<b>213,610</b>	<b>176,653</b>	<b>295,164</b>	<b>178,377</b>	<b>191,895</b>	<b>159,337</b>	<b>185,246</b>	<b>220,426</b>	<b>301,282</b>	<b>2,675,776</b>
<b>Expenditures:</b>													
Personal services	82,812	114,612	117,601	109,051	163,800	118,822	114,033	118,407	111,010	108,598	164,022	150,738	1,473,506
Supplies	16,571	51,430	46,426	62,354	39,856	33,562	31,462	39,800	32,616	23,906	32,826	48,522	459,331
Contractual	5,989	49,989	34,133	65,882	62,010	51,251	63,244	71,565	48,713	61,496	43,524	53,885	611,681
Other	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers out	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>105,372</b>	<b>216,031</b>	<b>198,160</b>	<b>237,287</b>	<b>265,666</b>	<b>203,635</b>	<b>208,739</b>	<b>229,772</b>	<b>192,339</b>	<b>194,000</b>	<b>240,372</b>	<b>253,145</b>	<b>2,544,518</b>
<b>Rev less Exp (monthly)</b>	<b>\$ 151,588</b>	<b>\$ (2,385)</b>	<b>\$ 85,020</b>	<b>\$ (23,677)</b>	<b>\$ (89,013)</b>	<b>\$ 91,529</b>	<b>\$ (30,362)</b>	<b>\$ (37,877)</b>	<b>\$ (33,002)</b>	<b>\$ (8,754)</b>	<b>\$ (19,946)</b>	<b>\$ 48,137</b>	<b>\$ 131,258</b>
<b>Rev less Exp (ytd)</b>	<b>\$ 151,588</b>	<b>\$ 149,203</b>	<b>\$ 234,223</b>	<b>\$ 210,546</b>	<b>\$ 121,533</b>	<b>\$ 213,062</b>	<b>\$ 182,700</b>	<b>\$ 144,823</b>	<b>\$ 111,821</b>	<b>\$ 103,067</b>	<b>\$ 83,121</b>	<b>\$ 131,258</b>	

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

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
<b>Number of Users:</b>													
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
<b>Total Users</b>	<b>59,857</b>	<b>57,056</b>	<b>54,690</b>	<b>50,595</b>	<b>45,462</b>	<b>67,537</b>	<b>68,219</b>	<b>101,499</b>	<b>39,072</b>	<b>46,036</b>	<b>50,277</b>	<b>52,316</b>	<b>692,616</b>
<b>Revenue:</b>													
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
<b>Total Revenue</b>	<b>256,729</b>	<b>215,648</b>	<b>226,055</b>	<b>177,995</b>	<b>170,218</b>	<b>293,373</b>	<b>186,321</b>	<b>194,320</b>	<b>151,767</b>	<b>191,387</b>	<b>207,537</b>	<b>341,155</b>	<b>2,612,505</b>
<b>Expenditures:</b>													
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	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>114,061</b>	<b>167,816</b>	<b>240,206</b>	<b>207,590</b>	<b>207,577</b>	<b>231,106</b>	<b>201,807</b>	<b>206,194</b>	<b>168,830</b>	<b>197,419</b>	<b>229,578</b>	<b>279,272</b>	<b>2,451,456</b>
<b>Rev less Exp (monthly)</b>	<b>\$ 142,668</b>	<b>\$ 47,832</b>	<b>\$ (14,151)</b>	<b>\$ (29,595)</b>	<b>\$ (37,359)</b>	<b>\$ 62,267</b>	<b>\$ (15,486)</b>	<b>\$ (11,874)</b>	<b>\$ (17,063)</b>	<b>\$ (6,032)</b>	<b>\$ (22,041)</b>	<b>\$ 61,883</b>	<b>\$ 161,049</b>
<b>Rev less Exp (ytd)</b>	<b>\$ 142,668</b>	<b>\$ 190,500</b>	<b>\$ 176,349</b>	<b>\$ 146,754</b>	<b>\$ 109,395</b>	<b>\$ 171,662</b>	<b>\$ 156,176</b>	<b>\$ 144,302</b>	<b>\$ 127,239</b>	<b>\$ 121,207</b>	<b>\$ 99,166</b>	<b>\$ 161,049</b>	

# Shoreview Community Center (scc) Pickleball (PB) May Report

May 1, 2014

Author: John Malmgren President Shoreview Area PB (SAP)

Contact info: Phone 651-353-6256

Email johngmalm@gmail.com

## Attendance and SCC Income

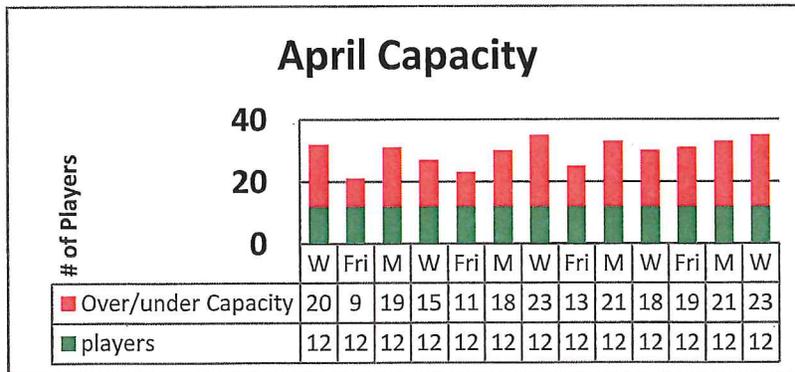
- April was the highest attendance month by far this winter, 386 up 122 from March.
- SCC income from those paying \$3 in April was \$615 up \$207 from March due to increase in attendance.
- Total SCC income for November thru April was \$2,427 (see below).

								% players with SCC mem
	\$2,427.00	Avg. per date	total attn	players paying 3\$	players with SCC mem.	players per date	% paying	
Nov	\$351.00	\$29.25	208	117	91	17.33	56%	44%
Dec	\$342.00	\$28.50	218	114	104	18.17	52%	48%
Jan	\$420.00	\$30.00	252	140	112	18.00	56%	44%
Feb	\$291.00	\$24.25	211	97	114	17.58	46%	54%
March	\$408.00	\$31.38	264	136	128	20.31	52%	48%
April	\$615.00	\$47.31	386	205	181	29.69	53%	47%

- Each date a person attends PB it counts as 1 attendance.

## Capacity

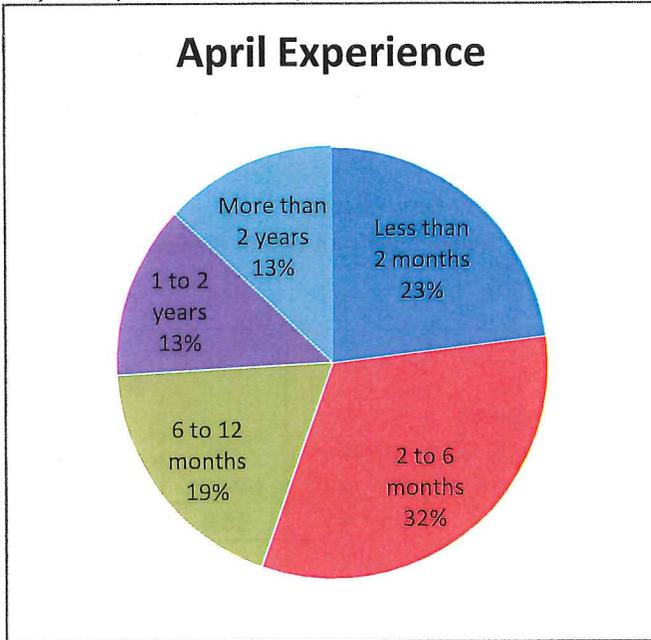
- **Capacity in April was an issue as snowbirds returned. Average attendance per date was 29.7**
- 73 of the 76 dates Nov. thru April have been at or greater than capacity.
- Evening and or weekend opportunities are needed for those that still work during the day.



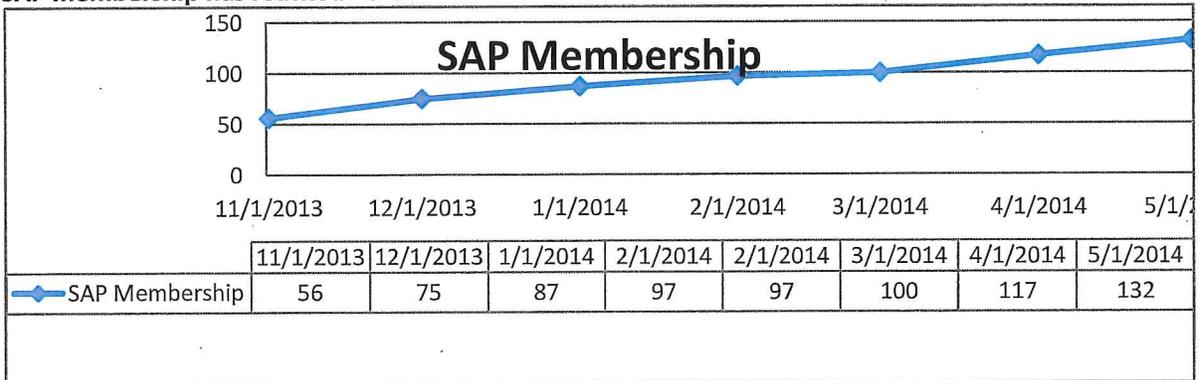
average attn by day of week		
Mon	Wen	Fri
15	19.5	17.5
18	21.5	15
13.5	20.2	18
16.5	18.75	17.5
19.2	21.25	20.75
31.75	31.8	25

- **Signs that PB is healthy and growing:**

- 23% of the attendees in April learned to play PB in the last 2 months.
- 51% of the attendees in April have less than 1 year of playing experience.
- The above percentages were 35% and 88% in March. I believe this drop is due to less experienced players have less tolerance for long wait times only to be matched with more experienced players. Drop-in pickleballs growth may have peaked or it may need to adjust how matches are setup.



- **SAP membership has reached 132.**



## MOTION SHEET

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

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

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

Date	Description	Amount
05/05/14	Accounts payable	\$3,097.59
05/08/14	Accounts payable	\$206,023.55
05/12/14	Accounts payable	\$48,825.36
05/15/14	Accounts payable	\$110,011.67
05/19/14	Accounts payable	\$396,355.76
	<b>Sub-total Accounts Payable</b>	<b>\$ 764,313.93</b>
05/16/14	Payroll 126711 to 126759 966982 to 967177	\$152,138.23
	<b>Sub-total Payroll</b>	
	<b>TOTAL</b>	<b>\$ 916,452.16</b>

ROLL CALL:	AYES	NAYS
Johnson		
Quigley		
Wickstrom		
Withhart		
Martin		

05/19/14

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
C & E HARDWARE	DISTILLED WATER FOR SAMPLING	601	45050	2280		001	\$2.58	\$2.58
HOFFARD, THERESA	MILEAGE	101	40200	4500		003	\$36.96	\$36.96
METROPOLITAN COURIER CORPORATI	ARMORED CAR SERVICES: APRIL 2014	101	40500	4890		001	\$97.50	\$390.00
		220	43800	4890		001	\$97.50	
		601	45050	4890		001	\$97.50	
		602	45550	4890		001	\$97.50	
NORTH STAR MINI STORAGE	STORAGE UNIT RENTAL FEE	101	43710	3950			\$1,140.00	\$1,140.00
PRECISION LANDSCAPE & TREE, IN	BLVD TREE REMOVAL W014-1	101	43900	3190		002	\$715.00	
PRECISION LANDSCAPE & TREE, IN	BLVD TREE REMOVALS W014-2	101	43900	3190		002	\$685.25	\$685.25
T-MOBILE	WATER TOWER CARD - 3/27-4/26/14	601	45050	3190			\$58.39	\$58.39
TARGET COMMERCIAL INVOICE	SPRING TEA SUPPLIES & BINGO PRIZES	225	43590	2174		002	\$69.41	\$69.41
							Total of all invoices:	\$3,097.59

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
20/20 WINDOW CLEANING	WINDOW CLEANING CC AND CITY HALL	220	43800	3810		003		\$1,763.44	\$1,763.44
4IMPRINT	FARMERS MARKET SPECIAL EVENT GIVEAWAY	225	43590	2174		001		\$405.21	\$405.21
ACE SOLID WASTE	MAINT CENTER SOLID WASTE PICKUP	701	46500	3640				\$248.30	\$248.30
ACE SOLID WASTE	DUMPSTER SERVICE CC AND PARKS	220	43800	3640				\$1,079.08	\$1,783.61
		101	43710	3950				\$704.53	
AMERICAN MESSAGING	LOCKBOX PAYMENT 5/1/14-5/31/14	101	40210	3190		009		\$3.99	
AMSAN BRISSMAN KENNEDY	RECYCLING CONTAINER AND TOP	220	43800	2240		001		\$183.35	\$183.35
AMSAN BRISSMAN KENNEDY	5 GALLON LOW GLOSS FINISH	220	43800	2110				\$205.39	\$205.39
AMSAN BRISSMAN KENNEDY	RENOWN LIME	220	43800	2110				\$70.15	\$70.15
BAUER, MATTHEW	FACILITY REFUND	220	22040					\$25.00	\$25.00
ERDING, LAURA	PRESCHOOL SUPPLIES	225	43555	2170				\$33.68	\$33.68
FLEMING, ANGEL	FACILITY REFUND	220	22040					\$100.00	\$100.00
GENIA, KARA	BASEBALL WARMUP	220	22040					\$9.25	\$9.25
GRAINGER, INC.	CARPETED ENTRANCE MAT	220	43800	2240		001		\$424.30	\$424.30
HAWKINS, INC.	HAWKINS POOL CHEMICALS	220	43800	2160		001		\$362.84	\$362.84
HER, VATOU	FACILITY REFUND	220	22040					\$300.00	\$300.00
HURLEY, BARBARA	FACILITY REFUND	220	22040					\$300.00	\$300.00
KANSAS STATE BANK-GOVT FINANCE	CONTRACT LEASE PAYMENT/MAY 2014	220	43800	3960		003		\$1,089.00	\$1,089.00
KANSAS STATE BANK-GOVT FINANCE	CONTRACT LEASE PAYMENT/MAY 2014	220	43800	3960		004		\$1,320.00	\$1,320.00
KILIAN, MARCUS	SD REG GRADES K-5	220	22040					\$90.00	\$90.00
LAHR, JESSE	FACILITY REFUND	220	22040					\$25.00	\$25.00
LEAGUE OF MN CITIES INS TRUST	WORKERS' COMP 3RD INSTALLMENT 13/14	101	40100	1510				\$25.68	\$30,205.50
		101	40200	1510				\$376.17	
		101	40210	1510				\$210.89	
		101	40300	1510				\$9.22	
		101	40400	1510				\$86.75	
		101	40500	1510				\$440.24	
		101	40550	1510				\$173.75	
		101	40800	1510				\$99.96	
		101	41500	1510				\$2.99	
		101	42050	1510				\$593.30	
		101	42200	1510				\$4,491.11	
		101	43400	1510				\$1,219.75	
		101	43450	1510				\$258.51	
		101	43710	1510				\$3,542.58	
		101	43900	1510				\$79.02	
		101	44100	1510				\$395.12	
		101	44300	1510				\$102.96	
		210	42750	1510				\$25.43	
		220	43800	1510				\$3,393.75	
		225	43400	1510				\$1,182.60	
		225	43510	1510				\$78.77	
		225	43520	1510				\$844.33	
		225	43530	1510				\$1,107.07	
		225	43535	1510				\$865.26	
		225	43555	1510				\$615.98	
		225	43560	1510				\$348.50	
		225	43580	1510				\$93.48	
		225	43590	1510				\$325.81	
		230	40900	1510				\$33.15	
		240	44400	1510				\$37.89	

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
		241	44500	1510				\$59.33	
		601	45050	1510				\$3,165.66	
		602	45550	1510				\$2,578.34	
		603	45850	1510				\$2,063.07	
		603	45900	1510				\$24.68	
		604	42600	1510				\$48.61	
		701	46500	1510				\$1,205.79	
LUTHERAN, NORTH HEIGHTS	FACILITY REFUND	220	22040					\$58.00	\$58.00
MARCHINIAK, TED	SMART DRIVER (5/7)	220	22040					\$18.00	\$18.00
MATHESON TRI-GAS INC	CO2 DELIVERY	220	43800	2160		002		\$96.44	\$96.44
METROPOLITAN COUNCIL	SEWER SERVICE-JUNE 2014	602	45550	3670				\$150,952.26	\$150,952.26
MIDWEST LOCK & SAFE INC	GYM ACTIVITY DOOR LOCK REPAIR	220	43800	3810		004		\$165.00	\$165.00
MINNESOTA DEPARTMENT OF HEALTH	HANSON/OAKRIDGE-HEALTH DEPT PLAN REVIEW	576	47000	5950				\$150.00	\$150.00
MINNESOTA DEPT LABOR AND INDUS	BUILDING SURCHARGE REPORT: APRIL 2014	101	20802					\$1,495.12	\$1,465.22
		101	34060					-\$29.90	
PMA FINANCIAL NETWORK, INC	MARCH 2014 BANK FEES	101	40500	4890		004		\$128.71	\$128.71
PURE BLUE SWIM SHOP	SWIM SUPPLIES FOR RESALE	220	43800	2591		002		\$1,303.20	\$1,303.20
RERICHA, DENNIS	SMART DRIVER (5/7)	220	22040					\$36.00	\$36.00
SHEAREN-JAROMBKE, JESSICA	FACILITY REFUND	220	22040					\$25.00	\$25.00
SNYDER, JENNIFER	FACILITY REFUND	220	22040					\$25.00	\$25.00
SUTKOWSKI, LYDIA	AQUATICS - LEVEL 1	220	22040					\$27.00	\$27.00
TARGET COMMERCIAL INVOICE	KIDS CARE/TENNIS/TUMBLING SUPPLIES	225	43560	2170				\$80.58	\$165.45
		225	43580	2170		003		\$19.95	
		225	43510	2170		011		\$64.92	
TARGET COMMERCIAL INVOICE	PRESCHOOL PHOTO PRINTING	225	43555	2170				\$30.37	
TOLLEFSON, KATE	TBALL LEAGUE AGE 4-5	220	22040					\$47.00	\$47.00
VANCO SERVICES	APRIL FITNESS INCENTIVE PROCESSING FEE	220	43800	3190		003		\$170.00	\$170.00
XCEL ENERGY	LIFT STATIONS: ELECTRIC	602	45550	3610				\$738.68	\$738.68
XCEL ENERGY	PARKS: ELECTRIC/GAS	101	43710	3610				\$1,022.89	\$2,336.86
		101	43710	2140				\$1,313.97	
XCEL ENERGY	STREET LIGHT: ELECTRIC	604	42600	3610				\$34.02	
XCEL ENERGY	SLICE OF SHOREVIEW: ELECTRIC	270	40250	3610				\$13.88	\$13.88
XCEL ENERGY	TRAFFIC SIGNAL SHARED W/ARDEN HILLS:ELE	101	42200	3610				\$46.28	\$46.28
XCEL ENERGY	WATER TOWERS: ELECTRIC	601	45050	3610				\$75.67	\$75.67
XCEL ENERGY	WELLS: ELECTRIC/GAS	601	45050	3610				\$8,165.58	\$8,967.50
		601	45050	2140				\$801.92	

Total of all invoices: \$206,023.55

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COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
10,000 LAKES CHAPTER	MEMBERSHIP - STEVE NELSON	101	44300	4330				\$125.00	\$125.00
10,000 Lakes Chapter of ICC	TRAINING - STEVE NELSON	101	44300	4500				\$130.00	\$130.00
AMSAN BRISSMAN KENNEDY	PVL KENNEL CARE FLOOR CLEANER	220	43800	2110				\$70.28	\$70.28
AMSAN BRISSMAN KENNEDY	FLOOR FINISH	220	43800	2110				\$473.63	\$473.63
AMSAN BRISSMAN KENNEDY	CORD AND TERMINAL ASSEMBLY	220	43800	2240		001		\$26.72	\$26.72
AMSAN BRISSMAN KENNEDY	PAPER TOWELS/CAN LINERS/FLOOR CLEANER	220	43800	2110				\$1,425.00	\$1,425.00
AMSAN BRISSMAN KENNEDY	SINGLE STREAM RECYCLE BLUE TOP	220	43800	2240		001		\$69.19	\$69.19
AMSAN BRISSMAN KENNEDY	BATH TISSUE, LINERS, SOAP	220	43800	2110				\$336.70	\$336.70
AMSAN BRISSMAN KENNEDY	CLEANERS, DUSTER, KLEENEX, SOAP	220	43800	2110				\$1,902.35	\$1,902.35
AMSAN BRISSMAN KENNEDY	BRUSH STRIP/LEVER/BEARING BLOCK	220	43800	3890				\$57.62	\$57.62
AMSAN BRISSMAN KENNEDY	SQUEEGEE GUIDE/BUSHING/NUT	220	43800	3890				\$96.12	\$96.12
AMSAN BRISSMAN KENNEDY	BATH TISSUE, CAN LINER, FOAM SOAP	220	43800	2110				\$475.09	\$475.09
BEISSWENGERS HARDWARE	MASKING TAPE AND SPECIAL ORDER	220	43800	2240		001		\$75.35	\$75.35
BEISSWENGERS HARDWARE	NUTS/BOLTS/DOOR STOPS/DRILL BIT	220	43800	2240		001		\$19.80	\$19.80
C & E HARDWARE	LAUNDRY SOAP	701	46500	2180		001		\$26.77	\$26.77
C & E HARDWARE	BUG SPRAY	101	42200	2180		001		\$21.17	\$21.17
COMCAST	CABLE FOR CC	220	43800	3190		001		\$153.17	\$153.17
CULLIGAN	IRON FILTER RENTAL	220	43800	3190		007		\$94.05	\$94.05
DUSTY'S DRAIN CLEANING	VIDEO OF 3265 WOODBRIDGE SEWER	602	45550	2280		002		\$200.00	\$200.00
GENESIS EMPLOYEE BENEFITS, INC	FLEX - MED/DEPENDENT CARE 05-09-14	101	20431					\$470.48	\$470.48
MATHESON TRI-GAS INC	CO2 DELIVERY	220	43800	2160		002		\$96.44	\$96.44
MBPTA	MEMBERSHIP - NELSON / LUKOSKIE	101	44300	4330				\$100.00	\$100.00
MCCAREN DESIGNS INC	MONTHLY HORTICULTURE SERVICES	220	43800	3190		007		\$1,196.00	\$1,196.00
MENARDS CASHWAY LUMBER *MAPLEW	WOOD FOR MAIL BOXES	101	42200	2180		001		\$13.98	\$13.98
MIDWEST LOCK & SAFE INC	DETEX CODE CUT KEYS	220	43800	2240		001		\$36.42	\$36.42
MIDWEST LOCK & SAFE INC	DOOR INTO POOL AREA REPAIRED	220	43800	3810		007		\$165.00	\$165.00
MN DEPARTMENT OF LABOR AND IND	ELEVATOR OPERATOR FEE	220	43800	4890		003		\$100.00	\$100.00
ORKIN EXTERMINATING CO INC.	PEST CONTROL CC	220	43800	3190		004		\$178.36	\$178.36
PLUMMASTER, INC	SHOWER HEAD/SHOWER HOSE/EPOXY	220	43800	2240		001		\$536.73	\$536.73
REPUBLIC SERVICES INC #899	APRIL ALLIED WASTE SERVICES	210	42750	3190				\$30,376.12	\$30,376.12
RICOH USA INC.	COPIER/PRINTER SOFTWARE	422	40550	5800		012		\$4,848.80	\$4,848.80
SIMPLEXGRINNELL LP	ALARM AND DETECTION MONITORING	220	43800	3190		004		\$570.90	\$570.90
TARGET COMMERCIAL INVOICE	500 CLUB COFFEE SUPPLIES	225	43590	2174		002		\$7.10	\$7.10
TARGET COMMERCIAL INVOICE	HOLIDAY DECORATION SUPPLY BINS	220	43800	2180				\$75.96	\$75.96
TOKLE INSPECTIONS INC	INSPECTION SERVICES	101	44300	3090				\$3,996.00	\$3,996.00
UNITED STATES BUSINESS PRINTIN	SAPC - NAME BADGES	225	43510	2170		020		\$279.06	\$279.06
								-----	
								Total of all invoices:	\$48,825.36
								=====	

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
AARP C/O RAY MURRAY	AARP SMART DRIVER (5/7)	225	43590	3174		003	\$355.00	\$355.00
ABANONU, UZOMA	FACILITY REFUND	220	22040				\$108.62	\$108.62
BACHMAN'S	2014 TREE SALE	101	43900	2180		001	\$6,020.73	\$6,020.73
BAUER BUILT TIRE AND BATTERY I	TIRES AND MOUNTING 303	701	46500	2220		001	\$800.26	\$800.26
BROWN, RAYMOND	SOFTBALL UMPIRE MAY 6	225	43510	3190		001	\$48.00	\$48.00
C & E HARDWARE	STREET LIGHT PAINT	604	42600	2180			\$23.97	\$23.97
CAO, JING	FACILITY REFUND	220	22040				\$25.00	\$25.00
CARNES, KELLY	FACILITY REFUND	220	22040				\$25.00	\$25.00
COMMUNITY HEALTH CHARITIES - M	EMPLOYEE CONTRIBUTIONS: 05-16-14	101	20420				\$134.75	\$134.75
CURLEY, DANIEL	ONE NIGHT LODGING AT APWA CONFERENCE	101	42050	4500			\$190.44	\$190.44
DAVE'S SPORT SHOP	YOUTH SPORTS LEAGUES - BALLS & BATS	225	43510	2170		008	\$1,117.98	\$1,117.98
EHRLER, JAMES	PASS REFUND	220	22040				\$40.00	\$40.00
FLEET FARM/GE CAPITAL RETAIL B	SUPPLIES FOR PIRANHA IRONWORKER	701	46500	2180		001	\$93.78	\$93.78
FLEET FARM/GE CAPITAL RETAIL B	PINTLE HITCH 608	701	46500	2220		001	\$104.90	\$104.90
FLUID INTERIORS, LLC	REPLACEMENT TABLE TOPS FOR BOOTHS	220	43800	2180		002	\$516.80	\$516.80
FOGAL, BEN	FACILITY REFUND	220	22040				\$25.00	\$25.00
FORESTRY SUPPLIERS INC	FORESTRY TAPES AND SAFETY SUPPLIES	101	43900	2180			\$89.45	\$89.45
GEIB, NANCY	FACILITY REFUND	220	22040				\$25.00	\$25.00
GENESIS EMPLOYEE BENEFITS, INC	ADMINISTRATION FEE: APRIL 2014	101	20416				\$356.40	\$356.40
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	\$15.43	\$15.43
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$16.30	\$16.30
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$16.30	\$16.30
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$15.41	\$15.41
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$15.42	\$15.42
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$15.40	\$15.40
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$15.41	\$15.41
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$15.42	\$15.42
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$16.30	\$16.30
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$15.40	\$15.40
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$15.39	\$15.39
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$15.46	\$15.46
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$23.75	\$23.75
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$23.75	\$23.75
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$23.75	\$23.75
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$23.75	\$23.75
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$23.75	\$23.75
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	DOUGHNUTS FOR RESALE	220	43800	2591		003	\$21.75	\$21.75
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$23.75	\$23.75

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	DOUGHNUTS FOR RESALE	220	43800	2591		003	\$22.76	\$22.76
HILL, BEN	FACILITY REFUND	220	22040				\$25.00	\$25.00
HORIZON COMMERCIAL POOL SUPPLY	REPLACEMENT SKIMMER COVERS - WHIRLPOOL	220	43800	2200		004	\$103.72	\$103.72
ICMA/VANTAGEPOINT TRANSFER-705	ROTH CONTRIBUTIONS:05-16-14	101	20430				\$655.00	\$655.00
JEFF ELLIS & ASSOCIATES, INC	SUMMER RENEWAL LICENSES	220	43800	3190			\$1,427.00	
JENSEN, PAM	PASS REFUND	220	22040				\$240.00	\$240.00
JEWELL, TED W.	SOFTBALL UMPIRE APRIL 23 & MAY 7	225	43510	3190		001	\$72.00	\$72.00
KAMPF, PAULA	FACILITY REFUND	220	22040				\$25.00	\$25.00
KINARD, JUSTINE	FACILITY REFUND	220	22040				\$25.00	\$25.00
KOLKIND, CHRISTOPHER	TUITION REIMBURSEMENT: PW MGMT & COMM	101	43710	4500			\$660.32	\$660.32
KUMAR, NAVIN	FACILITY REFUND	220	22040				\$25.00	\$25.00
LOWEEN, CHAD	TREKKERS MCCULLOUGH	220	22040				\$76.00	\$76.00
LUTHNER, KATE	FACILITY REFUND	220	22040				\$25.00	\$25.00
MALIKOWSKI, RODNEY P.	SOFTBALL UMPIRE APRIL 22	225	43510	3190		001	\$48.00	\$48.00
MARTENSON, DIANA	FACILITY REFUND	220	22040				\$300.00	\$300.00
MCCORMICK INSULATION INC	FROZEN SERVICE COST SHARE	601	45050	4890			\$311.00	\$311.00
MCCRAY, WILLIE	SOFTBALL UMPIRE APRIL 22	225	43510	3190		001	\$48.00	\$48.00
METRO COUNT INC.	METRO COUNT ROAD TUBES	701	46500	2180			\$212.00	\$212.00
MEYER, JAMIE	TUITION REIMB: PW STRATEGIC MGMT ACCT	601	45050	4500		003	\$563.26	\$1,126.52
		602	45550	4500		003	\$563.26	
MINNESOTA CHILD SUPPORT PAYMEN	PAYDATE: 05-16-14	101	20435				\$137.00	\$137.00
MINNESOTA DEPARTMENT OF HEALTH	D SCHREIER CLASS C WATER RENEWAL	601	45050	4500		003	\$23.00	\$23.00
MINNESOTA DEPARTMENT OF HEALTH	A RAUCHBAUERS CLASS C LIC RENEWAL	601	45050	4500		003	\$23.00	\$23.00
MINNESOTA DEPARTMENT OF HEALTH	R WESTLUNDS CLASS D WATER LIC RENEWAL	601	45050	4500		003	\$23.00	\$23.00
MINNESOTA ENVIRONMENTAL FUND	MN ENVIRONMENTAL EMPL CONTRIB: 05-16-14	101	20420				\$35.00	\$35.00
MINNESOTA POLLUTION CONTROL AG	ONE DAY PUMP SCHOOL:DAN S/JACK/JASON	602	45550	4500		003	\$180.00	\$180.00
MONTGOMERY, DAVID	MONTGOMERY SPRING BASKETBALL CAMP	225	43510	3190		012	\$1,466.00	\$1,466.00
MORDICK, MAUREEN	POS REFUND	220	22040				\$9.00	\$9.00
ORKIN EXTERMINATING CO INC.	PEST CONTROL LARSON HOUSE	101	40800	3190			\$78.97	\$78.97
PEREZ, DANIEL	FACILITY REFUND	220	22040				\$300.00	\$300.00
PLANET UNDERGROUND	LOCATOR SCHOOL JESSE F	601	45050	4500		003	\$322.75	\$645.50
		602	45550	4500		003	\$322.75	
PORTER, DANIEL	SOFTBALL UMPIRE APRIL 21 & MAY 5	225	43510	3190		001	\$96.00	
PRO-TEC DESIGN	SOFTWARE MAINTENANCE ON CARD ACCESS	101	40550	3860		008	\$2,003.12	\$2,003.12
PRO-TEC DESIGN	FIX CARD READER AT MAINT CENTER	101	40550	3860		008	\$86.16	\$86.16
PRO-TEC DESIGN	REPLACE BATTERIES IN CARD ACCESS SYSTEM	101	40550	3860		008	\$405.40	\$405.40
PROEUN, SOKLAKNA	FACILITY REFUND	220	22040				\$25.00	\$25.00
PUBLIC EMPLOYEES RETIREMENT AS	EMPL/EMPLOYER CONTRIBUTIONS: 05-16-14	101	21740				\$27,861.37	\$27,861.37
PUBLIC EMPLOYEES RETIREMENT AS	PERA DEFINED CONTRIBUTION:05-16-14	101	21740				\$246.10	\$246.10
ROBUCK, AMBER	FACILITY REFUND	220	22040				\$25.00	\$25.00
ROO SOLUTIONS	BOOK FOR CENTURY CLASS - CGRILL	101	42050	4500			\$15.00	\$15.00
RUGRODEN, JOHN L.	SOFTBALL UMPIRE APRIL 23 & MAY 7	225	43510	3190		001	\$72.00	
RURANIKA, MALAKI	FACILITY REFUND	220	22040				\$300.00	\$300.00
SAARION, CARL	SOFTBALL UMPIRE MAY 6	225	43510	3190		001	\$48.00	\$48.00
SAM'S CLUB DIRECT	SPRING TEA SUPPLIES & 500 COFFEE SUPPLIE	225	43590	2174		003	\$176.25	\$176.25
SCHAUM, JESSICA	MILEAGE REIMBURSEMENT	101	42050	3270			\$66.08	\$66.08
SCHMIDT, PAUL	FACILITY REFUND	220	22040				\$25.00	\$25.00
SHAUGHNESSY, MICHAEL	PUBLIC WORKS: PW MGMT & COMMUNICATION	101	42050	4500			\$660.32	\$660.32
STICHA, ALYSSA	FACILITY REFUND	220	22040				\$25.00	\$25.00

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
STOEHR-GOOD, SHARON	FACILITY REFUND	220	22040				\$50.00	\$50.00
SWANSON, WENDY	FACILITY REFUND	220	22040				\$300.00	\$300.00
TARGET COMMERCIAL INVOICE	SPRING TEA SUPPLIES	225	43590	2174		003	\$51.36	\$51.36
TAYLOR, CHERYL	PASS REFUND	220	22040				\$140.00	\$140.00
THOW, XAY	FACILITY REFUND	220	22040				\$25.00	\$25.00
TREASURY, DEPARTMENT OF	FEDERAL WITHHOLDING TAX:05-16-14	101	21710				\$21,294.54	\$54,917.38
		101	21730				\$27,236.56	
		101	21735				\$6,386.28	
UNITED WAY - GREATER TWIN CITI	EMPLOYEE CONTRIBUTIONS: 05-16-14	101	20420				\$58.00	
VANDERHOOK, JARED	FACILITY REFUND	220	22040				\$25.00	\$25.00
WALLACE, CHRISTINA	SOCCER LEA GRADE 3-4	220	22040				\$141.00	\$141.00
WANG, HONGBO	PASS REFUND	220	22040				\$412.11	\$412.11
WICHTERMAN, ROBERTA	FACILITY REFUND	220	22040				\$25.00	\$25.00
YALE MECHANICAL INC	EXHAUST FAN MAINT.	220	43800	3810		003	\$2,606.20	\$2,606.20
YANG, YOUKI	FACILITY REFUND	220	22040				\$25.00	\$25.00
Total of all invoices:							\$110,011.67	

## COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
A-1 HYDRAULICS SALES & SERVICE	SUPPLIES FOR CUSHMAN	701	46500	2220		002		\$51.49	
ABLE HOSE & RUBBER INC.	JETTER HOSE	701	46500	2220		002		\$441.00	\$441.00
AID ELECTRIC CORPORATION	PULL WIRE WELL 5 TO PUMP	601	45050	3190		003		\$450.00	\$450.00
AIM ELECTRONICS, INC	ANTENNA FOR SITZER SCOREBOARD	101	43710	2240				\$40.00	\$40.00
ALLEN, DEANNE	EDA MINUTES- 5/5/14	240	44400	3190				\$200.00	\$200.00
ALLEN, DEANNE	MINUTES - 5/5 CC, 4/22 PC	101	40200	3190		001		\$200.00	\$350.00
		101	44100	3190				\$150.00	
ALLEN, JAMES	SUMMER CONCERT- 8/6/14 BACKYARD BAND	225	43590	3173		002		\$800.00	\$800.00
AMERICAN ENGINEERING TESTING,	HANSON/OAKRIDGE CP1401 PAVEMENT CORES	576	47000	5910				\$890.00	\$890.00
AMERICAN TEST CENTER INC	ANNUAL TEST INSPECTION OF BUCKET TRUCK	701	46500	3190				\$435.00	\$435.00
AMSAN BRISSMAN KENNEDY	OASIS RESTROOM CLEANER	101	43710	2110				\$179.38	\$179.38
BATTERIES PLUS	GREASE GUN FOR CROSSWINDS SWEEPER	701	46500	2180		001		\$34.99	\$34.99
BEISSWENGERS HARDWARE	CONNECTOR FOR FLUORIDE VENT	601	45050	2280		005		\$4.77	\$4.77
BEISSWENGERS HARDWARE	SUPPLIES TO REPAIR DRINKING FOUNTAIN	101	43710	2240				\$5.06	\$5.06
BELLADIVA	SUMMER CONCERT- 6/18/14 DIVAS THROUGH	225	43590	3173		002		\$1,750.00	\$1,750.00
BIFF'S, INCORPORATED	BUCHER PARK UNITS	101	43710	3950				\$191.75	\$191.75
BIFF'S, INCORPORATED	COMMONS PARK UNITS	101	43710	3950				\$191.75	\$191.75
BIFF'S, INCORPORATED	LAKE JUDY PARK UNIT	101	43710	3950				\$6.10	\$6.10
BIFF'S, INCORPORATED	MCCULLOUGH PARK UNITS	101	43710	3950				\$143.00	\$143.00
BIFF'S, INCORPORATED	RICE CREEK FIELDS UNIT	101	43710	3950				\$36.75	\$36.75
BIFF'S, INCORPORATED	SITZER PARK UNITS	101	43710	3950				\$191.75	\$191.75
BIFF'S, INCORPORATED	SHAMROCK PARK UNITS	101	43710	3950				\$263.25	\$263.25
BIFF'S, INCORPORATED	THEISEN PARK UNIT	101	43710	3950				\$85.50	\$85.50
BIFF'S, INCORPORATED	WILSON PARK UNITS	101	43710	3950				\$191.75	\$191.75
BIFF'S, INCORPORATED	SNAIL LAKE SCHOOL UNIT	101	43710	3950				\$36.75	\$36.75
BRAKE & EQUIPMENT WAREHOUSE	SHOP SUPPLIES	701	46500	2180		001		\$84.85	\$84.85
BRAKE & EQUIPMENT WAREHOUSE	SUPPLIES FOR TRAILERS AND SHOP	701	46500	2180		001		\$66.50	\$66.50
CARROLL, KEVIN	SUMMER CONCERT- 7/9/2014 FORTY SHADES OF	225	43590	3173		002		\$450.00	\$450.00
CBIZ FINANCIAL SOLUTIONS, INC	QUARTERLY FEE	101	40210	3190		013		\$81.06	\$81.06
CDW GOVERNMENT, INC	WIRELESS POINTER FOR LAPTOP	422	40550	5800		010		\$77.18	\$77.18
CDW GOVERNMENT, INC	CHROMEBOOKS FOR COMMUNITY CENTER	422	40550	5800		010		\$835.96	\$835.96
CHESS	MONTHLY MTCE PLAN	101	40210	3190		007		\$610.00	\$610.00
CORPORATE CONNECTION	PUBLIC WORKS CREWS HATS	101	42200	3970		001		\$100.87	\$403.48
		601	45050	3970		001		\$100.87	
		602	45550	3970		001		\$100.87	
		603	45850	3970		001		\$50.44	
		701	46500	3970		001		\$50.43	
CRYSTEEL TRUCK EQUIPMENT INC	DUMP BODY AND PLOW FOR UNIT 608	701	46500	5800				\$18,978.07	
CRYSTEEL TRUCK EQUIPMENT INC	DUMP BODY AND PLOW FOR UNIT 609	701	46500	5800				\$18,978.07	\$18,978.07
DAVE'S SPORT SHOP	HOME PLATE AND PITCHING RUBBERS	101	43710	2240				\$81.00	\$81.00
DAVE'S SPORT SHOP	HOME PLATE	101	43710	2240				\$39.98	\$39.98
DAVIS LOCK & SAFE	KEYS FOR WILSON PARK BUILDING	101	43710	2180				\$9.00	\$9.00
FACTORY MOTOR PARTS COMPANY	BATTERIES FOR BOOSTER GENERATOR	601	45050	2280		005		\$416.02	\$416.02
FACTORY MOTOR PARTS COMPANY	BATTERY FOR WELL 5 GENERATOR	601	45050	2280		005		\$127.42	\$127.42
FLAGSHIP RECREATION	PLAYGROUND BACKHOE DIGGER BUSHINGS	101	43710	2240				\$40.00	\$40.00
FRONTIER PRECISION, INC	TRIMBLE BATTERY AND S/W MAINT	101	40550	3860		016		\$466.00	\$466.00
FRONTIER PRECISION, INC	AC ADAPTER FOR TRIMBLE GPS DEVICE	101	40550	2010		001		\$50.00	\$50.00
GOPHER STATE ONE-CALL	GOPHER ONE LOCATE CHARGE	601	45050	3190		001		\$127.13	\$508.50
		602	45550	3190		001		\$127.13	
		603	45850	3190		001		\$127.12	
		604	42600	3190				\$127.12	

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
GRAINGER, INC.	LIGHT BULBS FOR LANDSCAPE LIGHTS	101	43710	2240				\$457.93	\$457.93
GRAINGER, INC.	PARKING LOT LIGHT BULBS	101	43710	2240				\$170.46	\$170.46
H & L MESABI, INC.	PLOW BLADES AND BOLTS/LESS LATE FEE/LILA	701	46500	2220		002		\$624.80	
HACH COMPANY	FLUORIDE ACCUVAC	601	45050	2160		001		\$212.01	\$212.01
HALDEMAN-HOMME INC	REPAIRS TO MOVABLE WALL CC	220	43800	3810		003		\$1,050.00	\$1,050.00
HD SUPPLY WATERWORKS LTD	VALVE COVERS	601	45050	2280		004		\$138.46	\$138.46
HILLCREST ANIMAL HOSPITAL	ANIMAL CONTROL SERVICES-APRIL	101	41100	3990				\$281.00	\$281.00
HUGO EQUIPMENT COMPANY	PUSH MOWER FOR PARKS DEPARTMENT	101	43710	2400				\$735.94	\$735.94
HUNTER, THOMAS	SUMMER CONCERT-7/2/2014 TOM HUNTER	225	43590	3173		002		\$1,000.00	\$1,000.00
INSTRUMENTAL RESEARCH INC	SAMPLES	601	45050	3190		001		\$225.00	\$225.00
INTERNATIONAL CITY/CO MGMT ASS	DUES 7/1/14-6/30/14 - SIMONSON	101	40200	4330		002		\$1,024.19	\$1,024.19
JEDDELOH, JOE	SUMMER CONCERT-6/25/14 JIM TONES	225	43590	3173		002		\$300.00	\$300.00
JOHNSON,CYNDI	MAILBOX REIMBURSEMENT 5919 ST ALBANS	101	42200	2181		003		\$39.91	\$39.91
JRH ENTERPRISES, INC	ANNUAL OSHA INSPECTION OF LIFTS/HOISTS	701	46500	3196		001		\$595.00	\$595.00
KEHLER, JENNIFER	SUMMER CONCERT- 7/16/14 ICE CREAM BAND	225	43590	3173		002		\$800.00	\$800.00
KELLY & LEMMONS, P.A.	APRIL 2014 LEGAL FEES	101	40600	3020				\$4,155.03	\$11,835.30
		101	40600	3030				\$6,766.27	
		101	40600	3040				\$878.00	
		576	47000	5930				\$36.00	
LAKE JOHANNA FIRE DEPT	SCBA REPLACEMENT	405	41200	3190				\$39,926.70	\$39,926.70
LARKIN HOFFMAN DALY & LINDGREN	TIF EXTENSION	307	44100	4890				\$37,200.72	\$37,200.72
LILLIE SUBURBAN NEWSPAPERS INC	LEGAL NOTICES	101	40200	3360		001		\$225.75	\$267.75
		576	47000	5950				\$42.00	
MALMGREN, JOHN	PLOW DAMAGE MAIL BOX REIMBURSEMENT	101	42200	2181		003		\$48.41	
MCFOA	DUES - JULY 2014-JUNE 2015	101	40200	4330		005		\$35.00	\$35.00
MEMA ATTN: JEFF DEZENSKI	METRO EMERGENCY MANAGEMENT ASSOCIATION	101	41500	4500				\$25.00	\$25.00
MENARDS CASHWAY LUMBER **FRIDL	SMALL TOOLS FOR IRRIGATION TRUCK	101	43710	2400				\$56.45	
MENARDS CASHWAY LUMBER **FRIDL	2 FOOT STEP LADDER AND PUTTY	101	43710	2400				\$39.07	\$39.07
MENARDS CASHWAY LUMBER **FRIDL	TREATED WOOD FOR HOME PLATE BASE	101	43710	2240				\$51.69	\$51.69
MENARDS CASHWAY LUMBER **FRIDL	TOOLS FOR PARK SHOP	101	43710	2400				\$26.51	\$26.51
MIDWEST LOCK & SAFE INC	REPLACEMENT KEYS	101	40210	4890				\$46.00	\$46.00
MTI DISTRIBUTING, INC	IRRIGATION REPAIR SUPPLIES	101	43710	2240				\$13.81	\$13.81
MTI DISTRIBUTING, INC	IRRIGATION REPAIR SUPPLIES	101	43710	2240				\$28.20	\$28.20
NEENAH FOUNDRY COMPANY	SOLID PLATEN/PAY LESS TAX PER COLLEEN	602	45550	2280		003		\$3,214.00	\$3,214.00
NEWMAN SIGNS	SIGN BLANKS	101	42200	2180		003		\$100.17	\$100.17
OFFICE DEPOT	5 TIER ORGANIZER	601	45050	2280				\$10.90	\$21.81
		602	45550	2280				\$10.91	
OFFICE DEPOT	GENERAL SUPPLIES	101	43400	2010				\$24.06	
		270	40250	2180		004		\$7.88	\$31.94
OFFICE DEPOT	PORTFOLIO COVERS	101	40210	2180				\$5.84	
OFFICE DEPOT	ADDRESS LABELS	101	42050	2010				\$21.40	\$21.40
OFFICE DEPOT	GOLD SEALS	101	40200	2010		002		\$10.50	\$10.50
POWER SYSTEMS	RESISTANCE TUBES FOR FITNESS CLASSES	225	43530	2170		001		\$591.06	\$591.06
PRECISION DYNAMICS CORPORATION	COMMUNITY CENTER WRISTBANDS	220	43800	3390		001		\$1,747.44	\$1,747.44
RAMSEY COUNTY	FLEET SUPPORT FEE - APRIL	101	41500	3890		001		\$24.96	\$24.96
RAMSEY COUNTY	911 SERVICES APRIL	101	41100	3190		002		\$8,852.32	\$8,852.32
RAMSEY COUNTY	AUDIT/MAJOR TAXPAYER/OVERLAPPING DEBT	101	40500	4890		003		\$95.00	\$95.00
RAMSEY COUNTY	LAW ENFORCEMENT SERVICES-MAY 2014	101	41100	3190		001		\$160,469.99	\$160,469.99
REHBEIN'S BLACK DIRT	BLACK DIRT FOR BOULEVARD RESTORATION	101	42200	2181				\$132.00	\$132.00
SCHINDLER ELEVATOR CORPORATION	ELEVATOR MAINTENANCE CONTRACT	701	46500	3196		002		\$413.31	\$413.31
SILVER STAR INDUSTRIES	TRUCK BED LIGHT FOR NEW 612-14	701	46500	5800				\$63.95	\$63.95

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
SILVER STAR INDUSTRIES	TRUCK TOPPER FOR NEW 612-14	701	46500	5800				\$2,168.00	\$2,168.00
SIMPLEXGRINNELL LP	CONTRACT FEE FOR SERVER ROOM SUPPRESSION	220	43800	3190		004		\$1,562.14	\$1,562.14
SONGBLAST	SUMMER CONCERT- 8/13/14 SONGBLAST	225	43590	3173		002		\$1,750.00	\$1,750.00
SPANGLER, KATHRYN ANN	SUMMER CONCERT- 7/9 RINCE NA CHROI	225	43590	3173		002		\$125.00	\$125.00
ST. PAUL, CITY OF	RADIO MAINTENANCE AND SERVICE REPAIRS	701	46500	2180		001		\$86.25	\$86.25
STAR TRIBUNE	SUBSCRIPTION - MAY 19 - AUGUST 18, 2014	101	40200	4330		009		\$39.65	\$39.65
STARK, RICK	BARLEY STRAW FOR STORM PONDS	603	45850	2180		002		\$968.00	\$968.00
TERMINAL SUPPLY CO	CABLE TIES FOR MCCULLOUGH NET INSTALL	101	43710	2240				\$84.00	\$84.00
TIGHTROPE MEDIA SYSTEMS	CAROUSEL DISPLAY SOFTWARE MAINT	101	40550	3860		011		\$750.00	\$750.00
TRANSPORTATION SUPPLIES INC	TOOLS	701	46500	2400		006		\$111.39	\$111.39
TRI STATE BOBCAT, INC.	A770 BOBCAT SKIDSTEER AND CONDITIONER	701	46500	5800				\$56,152.58	\$56,152.58
TURFWERKS	INFIELD GROOMER/RAKE	701	46500	5800				\$2,985.00	\$2,985.00
UNI FIRST CORPORATION	UNIFORM RENTAL	101	42200	3970		001		\$38.41	\$153.63
		601	45050	3970		001		\$38.41	
		602	45550	3970		001		\$38.41	
		603	45850	3970		001		\$19.20	
		701	46500	3970		001		\$19.20	
UNI FIRST CORPORATION	UNIFORM RENTAL	101	42200	3970		001		\$38.41	\$153.63
		601	45050	3970		001		\$38.41	
		602	45550	3970		001		\$38.41	
		603	45850	3970		001		\$19.20	
		701	46500	3970		001		\$19.20	
UNIFIRST CORPORATION	UNIFORM RENTAL PARKS	101	43710	3970				\$61.00	\$61.00
UNIFIRST CORPORATION	UNIFORM RENTAL CC	220	43800	3970				\$49.46	\$49.46
UNIFIRST CORPORATION	UNIFORM RENTAL PARKS	101	43710	3970				\$61.00	
UNIFIRST CORPORATION	UNIFORM RENTAL CC	220	43800	3970				\$49.46	\$49.46
UNLIMITED SUPPLIES INC	MAINTENANCE SUPPLIES	701	46500	2180				\$349.68	\$349.68
VIKING INDUSTRIAL CENTER	BUMP GAS	602	45550	2280		001		\$49.99	
VIKING INDUSTRIAL CENTER	RAIN SUITS	601	45050	2280		001		\$483.03	\$483.03
VIKING INDUSTRIAL CENTER	CALIBRATE AIR MONITORS	601	45050	2280		001		\$235.75	\$471.50
		602	45550	2280		001		\$235.75	
WATER CONSERVATION SERVICE, IN	LOCATE LEAK 941 SYLVIA	601	45050	3190		004		\$255.60	\$255.60
WEISMANN, JASON	SUMMER CONCERT- 7/30/14 JASON WEISMANN	225	43590	3173		002		\$1,000.00	\$1,000.00
WSB & ASSOCIATES, INC.	BUCHER PARK - MARCH 2014	459	43710	5300				\$1,216.40	\$1,216.40
YALE MECHANICAL INC	REPAIR HOT WATER HEATER SITZER PARK	101	43710	3190				\$598.66	\$598.66
YALE MECHANICAL INC	REPAIR TOILETS AT RICE CREEK FIELDS	101	43710	3190				\$767.01	\$767.01
YALE MECHANICAL INC	SEASONAL MAINTENANCE	701	46500	3196		003		\$1,435.39	\$1,435.39
ZIEGLER, INCORPORATED	QUICK ATTACH COUPLER FOR BACKHOE	701	46500	2220				\$94.18	\$94.18

Total of all invoices: \$396,355.76

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# Purchase Voucher

City of Shoreview  
 4600 Victoria Street North  
 Shoreview MN 55126

Voucher Number	41,599
Vendor number	00416 1 <span style="float: right;">2014</span>
Vendor name	METROPOLITAN COUNCIL
Address	PO BOX 856513 MINNEAPOLIS MN 55485-6513

Date	Comment line on check	Invoice number	Amount
05-06-14	SEWER SERVICE-JUNE 2014	1033479	\$150,952.26

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

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

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

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

Cooperative purchasing venture consideration requirement does not apply.

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

Account Coding	Amount
602 45550 3670	\$150,952.26

Is sales <b>tax</b> included on invoice?	<input checked="" type="radio"/> Taxable <input type="radio"/> <b>Not</b> Taxable
If no, amount subject to sales use tax	\$ _____

Reviewed by: Debbie Engblom  
 (signature required) Debbie Engblom

Approved by: Terry Schwerm  
 (signature required) Terry Schwerm

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

Quote 1	
Quote 2	
Explanation if no quote received	

# Purchase Voucher

City of Shoreview  
 4600 Victoria Street North  
 Shoreview MN 55126

Voucher Number	41,542
Vendor number	01901 1 <span style="float: right;">2014</span>
Vendor name	REPUBLIC SERVICES INC #899
Address	PO BOX 9001154 LOUISVILLE, KY 40290-1154

Date	Comment line on check	Invoice number	Amount
04-25-14	APRIL ALLIED WASTE SERVICES	0899-002467515	\$30,376.12

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?*

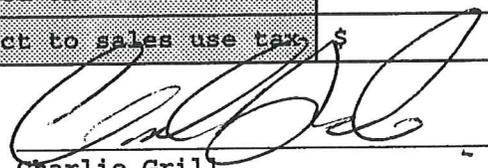
Purchase was made through the state's cooperative purchasing venture.

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	\$30,376.12

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	41,478
Vendor number	00374 1 <span style="float: right;">2014</span>
Vendor name	LAKE JOHANNA FIRE DEPT
Address	5545 LEXINGTON AVENUE N SHOREVIEW MN 55126

Date	Comment line on check	Invoice number	Amount
04-30-14	SCBA REPLACEMENT	472	\$39,926.70

*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
405 41200 3190	\$39,926.70

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	

# Purchase Voucher

City of Shoreview  
 4600 Victoria Street North  
 Shoreview MN 55126

Voucher Number	41,378
Vendor number	00923 1 <span style="float: right;">2014</span>
Vendor name	LARKIN HOFFMAN DALY & LINDGREN LTD
Address	7900 XERXES AVENUE SOUTH SUITE 1500 MINNEAPOLIS MN 55431

Date	Comment line on check	Invoice number	Amount
04-24-14	TIF EXTENSION	647490	\$37,200.72

*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

307 44100 4890	\$37,200.72

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	

# Purchase Voucher

City of Shoreview  
 4600 Victoria Street North  
 Shoreview MN 55126

Voucher Number	41,496
Vendor number	01337 2 <span style="float: right;">2014</span>
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
05-02-14	LAW ENFORCEMENT SERVICES-MAY 2014	SHRFL-001318	\$160,469.99

*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

Account Coding	Amount
101 41100 3190 001	\$160,469.99

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

Reviewed by: Terri Hoffard  
 (signature required) Terri Hoffard

Approved by: Terry Schwerm  
 (signature required) Terry Schwerm

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

Quote 1	
Quote 2	
Explanation if no quote received	

# Purchase Voucher

City of Shoreview  
 4600 Victoria Street North  
 Shoreview MN 55126

Voucher Number	41,582	Council approved March 17, 2014
Vendor number	03089 1	2014
Vendor name	TRI STATE BOBCAT, INC.	
Address	1800 W. HIGHWAY 13 BURNSVILLE, MN 55337	

Date	Comment line on check	Invoice number	Amount
04-28-14	A770 BOBCAT SKIDSTEER AND CONDITIONER	S16380	\$56,152.58

*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
701 46500 5800	\$56,152.58

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

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 May 19, 2014.

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

May 19, 2014  
Regular Council Meeting

**CITY OF SHOREVIEW - LICENSE APPLICATIONS**  
**May 19, 2014**

<b><u>LICENSE #</u></b>	<b><u>BUSINESS NAME</u></b>	<b><u>TYPE</u></b>
2014-C31	Tree Trust	Tree Trimmer

The above licenses are recommended for approval:

  
\_\_\_\_\_  
License/Permit Clerk

**PROPOSED MOTION**

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

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

to approve the application from the Arden Hills/Shoreview Rotary Club to conduct excluded bingo at Island Lake Park at the Slice of Shoreview festival on July 25-27, 2014.

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

Regular City Council Meeting  
May 19, 2014

**TO: MAYOR AND COUNCILMEMBERS**

**FROM: TERRI HOFFARD  
DEPUTY CLERK**

**DATE: MAY 6, 2014**

**SUBJECT: APPLICATION TO CONDUCT EXCLUDED BINGO**

Attached is an application from Arden Hills/Shoreview Rotary Club to conduct excluded bingo at Island Lake Park at the Slice of Shoreview on July 25-27, 2014. This event is a fund-raiser for the Rotary. In the past, the City has approved similar requests.

It is recommended that the City Council approve this request from the Arden Hills/Shoreview Rotary Club to conduct excluded bingo at Island Lark Park on July 25-27, 2014.

**LG240B Application to Conduct Excluded Bingo**

**No Fee**

**ORGANIZATION INFORMATION**

Organization name <b>Shoreview/Arden Hills Rotary</b>	Previous gambling permit number			
Minnesota tax ID number, if any	Federal employer ID number (FEIN), if any			
<b>Type of nonprofit organization.</b> Check one. <input type="checkbox"/> Fraternal <input type="checkbox"/> Religious <input type="checkbox"/> Veterans <input checked="" type="checkbox"/> Other nonprofit organization				
Mailing address 5608 St. Albans Circle	City <b>Shoreview</b>	State <b>MN</b>	Zip code <b>55126</b>	County <b>Ramsey</b>
Name of chief executive officer [CEO] Ken Hola	Daytime phone number <b>(651) 765-8614</b>	E-mail address <b>kenhola@msn.com</b>		

**NONPROFIT STATUS**

**Attach a copy of ONE of the following for proof of nonprofit status.**

**Nonprofit Articles of Incorporation OR a current Certificate of Good Standing.**  
 Don't have a copy? This certificate must be obtained each year from:  
 Secretary of State, Business Services Div., 60 Empire Drive, Suite 100, St. Paul, MN 55103  
 Phone: 651-296-2803

**IRS income tax exemption [501(c)] letter in your organization's name.**  
 Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS at 877-829-5500.

**IRS - Affiliate of national, statewide, or international parent nonprofit organization [charter]**  
 If your organization falls under a parent organization, attach copies of **both** of the following:  
 a. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and  
 b. the charter or letter from your parent organization recognizing your organization as a subordinate.

**EXCLUDED BINGO ACTIVITY**

1.  **No**     **Yes** Has your organization held a bingo event in the current calendar year?  
 If yes, list the dates when bingo was conducted. \_\_\_\_\_

2. The proposed bingo event will be:  
 one of four or fewer bingo events held this year. Dates 7/25/14, 7/26/14, 7/27/14  
**OR**  
 conducted on up to 12 consecutive days in connection with a:  
 county fair. Dates \_\_\_\_\_  
 civic celebration. Dates \_\_\_\_\_  
 Minnesota state fair. Dates \_\_\_\_\_

3. Person in charge of bingo event Ken Hola Daytime phone 651-765-8614

4. Name of premises where bingo will be conducted Island Lake Park

5. Premises street address Victoria Street and I-694

6. City Shoreview If township, township name \_\_\_\_\_ County Ramsey

Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo. Otherwise, bingo hard cards, bingo paper, and bingo number selection devices must be obtained from a distributor licensed by the Minnesota Gambling Control Board. To find a licensed distributor, go to **www.gcb.state.mn.us** and click on **Distributors** under the **WHO'S WHO? LIST OF LICENSEES**, or call 651-539-1900.  
**Be sure to complete page 2**

CHIEF EXECUTIVE OFFICER'S SIGNATURE

The information provided in this application is complete and accurate to the best of my knowledge.

Chief executive officer's signature \_\_\_\_\_ Date 5-13-14

Print name KENNETH J. HOLA

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT

CITY APPROVAL for a gambling premises located within city limits

On behalf of the city, I approve this application for excluded bingo activity at the premises located within the city's jurisdiction.

Print city name Shoreview

Signature of city personnel \_\_\_\_\_

Title Deputy City Clerk Date \_\_\_\_\_

Local unit of government must sign

COUNTY APPROVAL for a gambling premises located in a township

On behalf of the county, I approve this application for excluded bingo activity at the premises located within the county's jurisdiction.

Print county name \_\_\_\_\_

Signature of county personnel \_\_\_\_\_

Title \_\_\_\_\_ Date \_\_\_\_\_

TOWNSHIP - If required by the approving county. On behalf of the township, I acknowledge that the organization is applying for excluded bingo activity within the township limits. [A township has no statutory authority to approve or deny an application, per Minnesota Statutes 349.166, Subd 2.]

Print township name \_\_\_\_\_

Signature of township officer \_\_\_\_\_

Title \_\_\_\_\_ Date \_\_\_\_\_

MAIL APPLICATION AND ATTACHMENT

Fax the application and a copy of your proof of nonprofit status to (651) 639-4032 or mail to: Gambling Control Board 1711 West County Road B, Suite 300 South Roseville, MN 55113

You will receive a document from the Gambling Control Board with your excluded permit number for the bingo activity. Your organization must keep its bingo records for 3-1/2 years.

Questions? Call the Licensing Section of the Gambling Control Board at 651-539-1900.

This form will be made available in alternative format (i.e. large print, Braille) upon request.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board.

All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to: Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney

General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

**PROPOSED MOTION**

**MOTION BY COUNCILMEMBER \_\_\_\_\_**

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

To adopt Resolution No. 14-28 approving the 2014 Supplemental Water Patrol Agreement with the Ramsey County Sheriff's Department for 192 hours in the amount of \$7,872.00.

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

JOHNSON \_\_\_\_\_

QUIGLEY \_\_\_\_\_

WICKSTROM \_\_\_\_\_

WITHHART \_\_\_\_\_

MARTIN \_\_\_\_\_

Regular Council Meeting  
May 19, 2014

**TO: MAYOR AND COUNCILMEMBERS**

**FROM: TERRY SCHWERM  
CITY MANAGER**

**DATE: MAY 9, 2014**

**SUBJECT: 2014 SUPPLEMENTAL WATER PATROL AGREEMENT**

### **INTRODUCTION**

The Ramsey County Sheriff's Department Water Patrol Unit has submitted a contract proposal for supplemental water patrol on Shoreview lakes. The City Council is being asked to adopt Resolution 14-28 approving this contract.

### **BACKGROUND**

The contract specifies 192 hours of water patrol coverage at a cost of \$7,872.00, an hourly rate of \$41.00. This hourly rate has been unchanged since 2009. The proposed contract allows for water patrol coverage on Shoreview lakes each Saturday, Sunday and holiday between Memorial Day and Labor Day. The proposed contract is identical to the contract approved for the past several years. The cost is included in the budget.

### **RECOMMENDATION**

Staff recommends that the City Council adopt the attached Resolution No. 14-28 authorizing the Mayor and City Manager to execute the 2014 supplemental water patrol agreement.

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

**HELD MAY 19, 2014**

\* \* \* \* \*

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 May 19, 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. 14-28**

**APPROVING THE 2014 SUPPLEMENTAL WATER PATROL CONTRACT**

WHEREAS, the City Council has determined the need for supplemental water patrol services to ensure public safety and enjoyment of the City's lakes; and

WHEREAS, the Ramsey County Sheriff has the authority to patrol and enforce laws related to water safety and use; and

WHEREAS, the County and the City desire to enter into a joint powers agreement authorizing the Ramsey County Sheriff to assign water patrol personnel and equipment to patrol and police the surface and shorelines of Island, Turtle, Snail, Owasso and Wabasso Lakes in addition to routine water patrol activity.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF SHOREVIEW, MINNESOTA, that the Mayor and City Manager are authorized to execute the proposed 2014 Agreement for Supplemental Law Enforcement Services providing for 192 hours of supplemental water patrol for a cost of \$7,872.00.

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 19<sup>th</sup> day of May, 2014.

**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 19<sup>th</sup> day of May, 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 the 2014 Supplemental Water Patrol Agreement with the Ramsey County Sheriff's Department.

**WITNESS MY HAND** officially as such City Manager and the corporate seal of the City of Shoreview, Minnesota this 20<sup>th</sup> day of May, 2014.

---

Terry C. Schwerm, City Manager

AGREEMENT  
FOR  
SUPPLEMENTAL LAW ENFORCEMENT SERVICES

The COUNTY OF RAMSEY, hereinafter referred to as the "COUNTY" and the CITY OF SHOREVIEW, hereinafter referred to as the "CITY", enter into this Agreement for the period from May 1, 2014, through September 30, 2014.

WITNESSETH:

WHEREAS, pursuant to MINN. STAT. Chapter 86B, the Ramsey County Sheriff has the obligation to maintain a program of search, rescue, buoying or marking, patrol, removal of hazards to navigation, and inspection of watercraft relating to lake use ("Program Services"); and

WHEREAS, the COUNTY and the CITY desire to enter into a joint powers agreement pursuant to MINN. STAT. §471.59, to have the Ramsey County Sheriff's Office provide Program Services on the surface and shorelines of Island, Turtle, Snail, Owasso, and Wabasso Lakes;

NOW, THEREFORE, THE COUNTY AND THE CITY AGREE AS FOLLOWS:

1. The Ramsey County Sheriff shall provide Program Services, as well as enforcement of all applicable CITY ordinances relating to water safety and use (collectively, "Contract Services") to the CITY on the surface and shorelines of Island, Turtle, Snail, Owasso and Wabasso Lakes, to the extent and in the manner hereinafter set forth, in addition to the patrol and police services regularly provided.

2. The rendition of the Contract Services, the standards of performance, the discipline of officers, and other matters incident to the performance of such services and the control of personnel so employed, shall remain with the COUNTY. In the event of a dispute between the parties as to the extent of the duties and functions to be rendered hereunder or the manner of performance of such service, the determination thereof made by the COUNTY shall be final and conclusive between the parties hereto.

3. The COUNTY agrees to provide trained uniformed deputies with proper equipment, identification, and communications on Island, Turtle, Snail, Owasso and Wabasso Lakes during all hours that Contract Services are provided by the Ramsey County Sheriff under this Agreement.

4. The number of hours of Contract Services to be provided during the Term of this Agreement shall be as follows:

Winter Patrol: zero (0) hours, Summer Patrol: One hundred ninety-two (192) hours. It is agreed that the schedule of days and hours of work shall be determined at the discretion of the Ramsey County Sheriff with emphasis being placed on weekends and holidays at the lakes with the highest number of users.

5. All Deputy Sheriffs, clerks, dispatchers and all other personnel performing duties pursuant to this Agreement shall at all times be considered employees of the COUNTY for all purposes. The supervision of said personnel shall remain under the control of the

Ramsey County Sheriff or other appropriate County officials and employees.

6. Except as otherwise provided, the CITY shall not be called upon to assume any liability for direct payment of any salaries, wages, tips, or other compensation to any COUNTY personnel performing Contract Services, and the COUNTY hereby assumes said liabilities.

7. Except as otherwise specified, the CITY shall not be liable for compensation or indemnity of any COUNTY employee for any injury or sickness arising out of their employment, and the COUNTY hereby agrees to hold harmless the CITY against any such claim.

8. The CITY, its officials and employees, shall not be deemed to assume any liability for the intentional or negligent acts of the COUNTY or of any official or employee thereof, and the COUNTY shall hold the CITY, its officials, and employees harmless from, and shall defend them, against, any claim for damages arising out of the COUNTY's performance of Contract Services under this Agreement, subject to the limits of liability as set forth in Minn. Stat. Section 466.04.

9. The COUNTY, its officials and employees shall not be deemed to assume any liability for intentional or negligent acts of the CITY or of any official or employee thereof, and the CITY shall hold the COUNTY, its officials, and employees harmless from, and shall defend them against, any claim for damages arising out of the CITY's performance under this Agreement, subject to the limits of liability as set forth in Minn. Stat. Section 466.04.

10. The Ramsey County Sheriff's Office shall bill the CITY at the hourly rate of \$41.00 hourly in reimbursement for the cost of providing Contract Services under this Agreement and such billings shall be submitted at the end of the patrol season. Total billings for the 2014 summer Patrol coverage will not exceed \$7,872.00.

11. The CITY may increase the hours of coverage at the \$41.00 hourly rate by written amendment to this Agreement, signed by both parties.

12. It is understood that prosecutions for violations of ordinance or state statute, together with the disposition of all fines collected pursuant thereto, shall be in accordance with state laws and local ordinances.

13. The Contract Services identified in this Agreement shall be in addition to existing patrol coverage now provided by the Ramsey County Sheriff's Office.

14. Either party may terminate this Agreement upon fifteen (15) days written notice to the other party at any time during the term of this Agreement. Upon such termination, the Ramsey County Sheriff shall be paid for services actually rendered under this Agreement until the date of termination.

15. The Term of this Agreement will be May 1, 2014, through September 30, 2014.

16. Any alterations, variations, modifications, or waivers of provisions of this Agreement, shall only be made in the form of a written amendment to this Agreement signed by authorized representatives of the COUNTY and the CITY.

IN WITNESS WHEREOF, the parties have signed this Agreement as of the last date written below.

**COUNTY OF RAMSEY**

**CITY OF SHOREVIEW**

By: \_\_\_\_\_  
Julie Kleinschmidt  
County Manager

By: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Its: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Approval Recommended:

\_\_\_\_\_  
Matt Bostrom  
Ramsey County Sheriff

\_\_\_\_\_  
Karen Kushner  
Asst. Ramsey County Attorney

Revenue Estimated \$ \_\_\_\_\_  
Account No. \_\_\_\_\_

\_\_\_\_\_  
Budgeting & Accounting

**PROPOSED MOTION**

**MOTION BY COUNCILMEMBER** \_\_\_\_\_

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

To authorize participation in the Community Engagement and Preparedness Program (CEPP) to facilitate a community tree inventory.

<b>ROLL CALL:</b>	<b>AYES</b>	_____	<b>NAYS</b>	_____
JOHNSON		_____		_____
MARTIN		_____		_____
QUIGLEY		_____		_____
WICKSTROM		_____		_____
WITHHART		_____		_____

Regular City Council Meeting  
May 19th, 2014

**TO:** Mayor, City Council, City Manager  
**FROM:** Jessica Schaum, Environmental Officer  
**DATE:** May 19th, 2014  
**SUBJECT:** Community Engagement and Preparedness Program to facilitate a Community Tree Inventory

## **INTRODUCTION**

The City recently applied and has been selected as a participant in the Community Engagement and Preparedness Program. The project is funded through the Minnesota Department of Natural Resources and non-profit organization Tree Trust to assist in a tree inventory effort citywide.

## **BACKGROUND**

To further prepare and enable our community to proactively mitigate the impacts of this Emerald Ash Borer (EAB) the Community Engagement and Preparedness Program (CEPP) is facilitating community tree surveys for the cities of Andover, Hastings, Shoreview and Waconia. Shoreview does not have a completed tree inventory and is the only participating City with a current EAB infestation.

The tree inventory will help identify the risk level of our community to EAB and other potential diseases, which will help the City develop a timeline to more effectively manage our community's response. The CEPP tree inventory allows foresight and planning to ensure our future urban forest is resilient and diverse and provides information for potential eligibility of grants. These efforts should assist the City in spreading out the costs and losses associated with the infestation of EAB over a manageable period of time. The goal is to make efficient use of existing resources and to plan for a thoughtful, proactive approach to managing our urban forest.

The inventory work will be done during the summer season of 2014 by volunteers who will receive professional training from experts on tree identification, tree measurements and data collection. Volunteers will be provided all necessary inventory equipment. Volunteers will work when their schedule allows and will have the support of Tree Trust and City staff. There is no cost to participate as City staff and volunteer hours are counted as matching in-kind dollars.

This partnership is consistent with mitigation policies and goals in the City's adopted Emerald Ash Borer Management Plan. These efforts will help the City mitigate the impact of the Emerald Ash Borer's (EAB) disruption to the urban forest and help us be better prepared for future threats.



**RECOMMENDATION**

It is recommended that the City Council authorize participation in the Community Engagement and Preparedness Program (CEPP) to facilitate a community tree inventory.

Tree Trust

2231 Edgewood Avenue South  
St. Louis Park, MN 55426

Tel: 952.767.3880  
Fax: 952.767.3650  
www.treetrust.org



Jessica Schaum  
Environmental Officer  
City of Shoreview  
4600 Victoria Street North  
Shoreview, MN 55126

May 1, 2014

Dear Jessica,

Thank you for applying to participate in our Community Engagement and Preparedness Plan project funded by the Minnesota Department of Natural Resources. It is our pleasure to inform you that your community has been selected to participate as one of the five pilot communities participating this year.

As you well know, the threats to our urban forest are more extensive than ever, especially as emerald ash borer continues to spread across the state. We hope that through participation in this program, the City of Shoreview will be better prepared to deal with the oncoming financial burden associated with the management of your community's ash trees, as well as your urban forest resource as a whole. In addition, by engaging the community to participate in this program through the volunteer inventory activity, we hope to increase the awareness of the importance of your community's urban forest resource.

Thank you again for your participation in this program, we look forward to working with you. I will contact you within the next few weeks to set up a preliminary meeting to discuss the objectives of the project, timelines and outcomes. Please feel free to contact me with any questions at 952.767.3886.

Sincerely,

A handwritten signature in black ink that reads "Karen M. Zumach". The signature is fluid and cursive, with a long horizontal line extending from the end.

Karen M. Zumach  
Community Forestry Manager

**PROPOSED MOTION  
ESTABLISHMENT OF A RAILROAD QUIET ZONE**

**MOTION BY COUNCILMEMBER \_\_\_\_\_**

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

To adopt Resolution 14-27 pursuing the implementation of a 24-hour railroad quiet zone for the east-west corridor (Paynesville Subdivision) at the Lexington Avenue and Victoria Street crossings, subject to the rules and regulations of the Federal Rail Administration.

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

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

Regular City Council Meeting  
May 19, 2014

s\commdev\quietzone\5-19-14ccreport

**To:** Mayor, City Council and City Manager

**From:** Kathleen Castle, City Planner

**Date:** May 7, 2014

**Re:** Establishment of a Railroad Quiet Zone

### **Introduction**

In response to the increased rail traffic in the community, the City Council has explored the establishment of quiet zones along both the rail corridors in the community. Two agreements have been executed with SEH, Inc. to explore the feasibility of establishing quiet zones and pursue the creation of a quiet zone along the east-west corridor (Paynesville Subdivision) at the Lexington Avenue and Victoria Street crossings. While there was also support for establishing a quiet zone along the north-south corridor (St. Paul Subdivision), further action is not being taken at this time due to the high cost estimate for the crossing improvements. The City Manager has submitted a letter to the State requesting funding assistance for the crossing improvements on Jerrold Avenue and North Owasso Boulevard.

### **Final Report – Railroad Quiet Zone Report**

A preliminary report was previously presented to the City Council in November, 2013 and has been revised to address the funding options. This report summarizes the Federal Rail Administration's (FRA) quiet zone process, analyzes the crossings and risk and identifies improvements needed to meet the standards for a quiet zone.

### **Quiet Zone Application Process**

The Staff has been working with SEH, Inc. to implement a quiet zone for the Lexington Avenue and Victoria Street crossings on the east-west corridor that runs through the City. The following summarizes the process and anticipated time-frame.

- 1) Completed - Plans and specifications prepared for the needed improvements (median extension – Lexington Avenue Crossing, pavement markings and signage)
- 2) May 12 - Notice of Intent to establish a quiet zone submitted to the affected agencies including Canadian Pacific Rail, Canadian National Rail, Ramsey County and the Minnesota Department of Transportation with the FRA and Arden Hills copied. Affected agencies have 60 days to respond to the Notice of Intent
- 3) Mid-July - Required improvements are constructed –
- 4) Mid-July - Notice of Establishment submitted to the affected agencies identified above. There is a 21 day waiting period before the quiet zone is implemented
- 5) Mid-August - Quiet Zone established

## **Recommendation**

Resolution #14-27 is being presented to the Council for adoption. This Resolution formally acknowledges the City's legal authorization and intent to comply with the FRA standards to create a 24-hour quiet zone at the Lexington Avenue and Victoria Street Crossings on the east-west rail corridor also known as the Paynesville Subdivision.

### Attachments:

- 1) Resolution 14-27
- 2) Final Report

**EXTRACT OF MINUTES OF MEETING OF THE  
CITY COUNCIL OF SHOREVIEW, MINNESOTA  
HELD MAY 19, 2014**

\* \* \* \* \*

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 4600 North Victoria St. in said City at 7:00 PM.

The following members were present:

And the following members were absent:

Member introduced the following resolution and moved its adoption.

**RESOLUTION NO. 14-27**

**A RESOLUTION OF THE CITY COUNCIL  
AUTHORIZING THE ESTABLISHMENT OF A QUIET ZONE**

**WHEREAS**, pursuant to Minnesota State Statue Section 219.166, the City of Shoreview supports the establishment of a quiet zone at the Lexington Avenue railroad crossing and the Victoria Street railroad crossing along the east west rail corridor also known as the Paynesville subdivision.

**WHEREAS**, a Notice of Intent was mailed by certified mail to affected agencies including the Canadian Pacific Railway, Canadian National Railway, the Minnesota State Department of Transportation and Ramsey County on May 12, 2014.

**WHEREAS**, the crossings will be improved with median extensions, pavement markings and signage in accordance with the Federal regulations for a quiet zone.

**WHEREAS**, a Notice of Establishment will mail by certified mail to the affected agencies including the Canadian Pacific Railway, Canadian National Railway, the Minnesota State Department of Transportation and Ramsey County a minimum of 21 days prior to the implementation of the quiet zone.

**WHEREAS**, the adopted quiet zone will conform to the federal law and the regulations of the Federal Railroad Administration under United States Code, title 49, section 20153.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that the City of Shoreview will establish a quiet zone for the Lexington Avenue and Victoria Street crossings along the Paynesville Subdivision rail line.

The motion 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, this resolution was declared duly passed and adopted the 19th day of May, 2014.

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 19<sup>th</sup> day of May, 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 establishment of a quiet zone in the City of Shoreview in Ramsey County, Minnesota.

**WITNESS MY HAND** officially as such City Manager and the corporate seal of the City of Shoreview, Minnesota this 19<sup>th</sup> day of May, 2014.

\_\_\_\_\_  
Terry C. Schwerm, City Manager

SEAL

**PROPOSED MOTION**

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

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

To approve the quotes for replacement strength training equipment to 2<sup>nd</sup> Wind Exercise in the amount of \$48,466.69, including delivery and sales tax; and to Life Fitness/Hammer Strength in the amount of \$23,412.86, including delivery and sales tax.

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

HUFFMAN \_\_\_\_\_

QUIGLEY \_\_\_\_\_

WICKSTROM \_\_\_\_\_

WITHHART \_\_\_\_\_

MARTIN \_\_\_\_\_

Regular Council Meeting  
May 19, 2014

**TO: MAYOR AND COUNCILMEMBERS**

**FROM: DREW WURST  
FITNESS SUPERVISOR**

**DATE: MAY 13, 2014**

**SUBJECT: AUTHORIZATION TO APPROVE FITNESS EQUIPMENT REPLACEMENT**

### **INTRODUCTION**

The 2014 Capital Improvement Program includes \$45,000 for the replacement of fitness equipment at the Community Center. The City Council is being asked to approve the purchase of 31 pieces of strength training equipment.

### **BACKGROUND**

The current strength training equipment in the Fitness Center needs to be replaced and upgraded. The Fitness Center is the primary reason for the purchase of community center memberships and the current strength training equipment utilizes old technology and designs, requires more floor space than the proposed replacement options, and is aesthetically unappealing due to wear and tear and outdated color schemes. Further, the condition of the equipment requires more frequent service visits and many of these older units can be difficult to find replacement parts for repairs. Nearly all of this equipment was purchased 12 years ago when the Community Center expansion was completed, although some of the equipment dates back even further.

New strength training equipment uses the latest developments in biomechanics and movement technology which enhances the ease of use of equipment, decreases the potential for improper use and injury and provides the greatest exercise benefits. In addition, new equipment that is aesthetically pleasing and shows no signs of wear are factors in both member retention and attracting new members.

Based on the need to upgrade the current free weight equipment and strength training machines, staff researched and tested equipment from Hoist (sold by 2<sup>nd</sup> Wind Exercise), TechnoGym, and LifeFitness/Hammer Strength. These three companies have developed equipment utilizing the latest technology, biomechanics, and equipment designs while having a proven track record for quality and durability. Quotes from 2<sup>nd</sup> Wind Exercise Equipment, TechnoGym, and LifeFitness were received for the replacement of the free weight equipment and strength training machines. The free weight equipment and strength equipment were quoted as separate packages to ensure the appropriate equipment was chosen based on

quality and design characteristics. Each manufacturer has a unique design for their lines of strength training machines and free weight equipment.

Based on an analysis of the equipment and the costs, staff is recommending that the City purchase the 2<sup>nd</sup> Wind Exercise Equipment options for strength training machines and the LifeFitness Hammer Strength for the free weight equipment. The total cost of the strength training equipment from 2<sup>nd</sup> Wind Exercise is \$48,466.69 which includes delivery and sales tax; and the total cost of the free weight strength equipment from Life Fitness/Hammer Strength is \$23,412.86, including delivery and sales tax. A copy of the quotes is attached to this report. The total cost of the two quotes is \$71,879.55.

Listed below are the proposed funding sources for this equipment:

General Fixed Asset Revolving Fund	\$45,000.00
Community Center Fund	<u>\$26,879.55</u>
Total Costs	\$71,879.55

The installation of 2<sup>nd</sup> Wind Exercise Equipment's Hoist ROC-IT line and Hoist Dual line will provide significant enhancements in design and biomechanical function over the current Epic/FreeMotion and other strength training machines. Additionally, the Hoist equipment has a smaller footprint and will require less space than our current Epic/FreeMotion equipment, which will improve access and layout of the equipment.

The LifeFitness Hammer Strength line of free weight equipment is the same line that is currently in place in the fitness center and continues to be an industry standard in its design and durability. The replacement of these items offers some savings in space by replacing items of low use with items that are in higher demand.

Staff believes it is important to replace all of this equipment at one time since it will give the fitness center an updated, fresh appearance. It will also allow us to concentrate our trainers in the Fitness Center after the installation for a few weeks to help orient members to the new equipment. If the equipment was replaced a few pieces at a time, the orientation would need to be scheduled over a longer period.

### **RECOMMENDATION**

Based on the foregoing information, it is recommended that the City Council approve the quotes for replacement strength training equipment to 2<sup>nd</sup> Wind Exercise in the amount of \$48,466.69, including delivery and sales tax; and to Life Fitness/Hammer Strength in the amount of \$23,412.86, including delivery and sales tax.

**Free Weight Equipment**

<u>Free Weight Item</u>	<u>LifeFitness/ Hammer Strength</u>	<u>2nd Wind</u>	<u>TechnoGym</u>	<u>Pegasus Refurbishing</u>
Adjustable Incline Bench	\$732.42**	\$919.12**	\$744.25**	
Adjustable Incline Bench	\$732.42**	\$919.12**	\$744.25**	**does not have foot support)
Flat Bench	\$263.20	\$397.06	\$744.25	
Flat Bench	\$263.20	\$397.06	\$744.25	
Olympic Bench Press	\$607.20	\$772.06	\$874.25	
Olympic Bench Press	\$607.20	\$772.06	\$874.25	
Olympic Incline Bench	\$703.20	\$845.59	\$939.25	
Preacher Curl	\$655.20	\$646.25	\$744.25	
Seated Upright Bench/Utility Bench	\$327.20	\$322.72	\$744.25	
Abdominal Bench	\$463.20	\$727.13	\$744.25	
Adjustable abdominal bench	\$671.20	\$727.13	\$744.25	
45 degree Back Extension	\$655.20	\$727.13	\$711.75	
EZ Bar Rack	\$567.20	\$727.13	\$679.25	
Weight tree	\$311.20	\$403.60	\$386.75	
8' HD Elite Squat Rack with Locking Bench, step up platform, power pivot, bar storage, band pegs	\$3,305.60	\$3,547.05	\$2,716.75	does not include step, pivot, bar storage, locking bench, or band pegs
9' HD Elite Squat Rack with Locking Bench, step up platform, power pivot, bar storage, band pegs	\$3,398.25	\$3,547.05	\$2,716.75	
Plate Loaded Seated Calf Raise	\$1,255.20	\$895.00	\$1,914.25	
Linear Leg Press (plate Loaded)	\$3,450.15	\$3,695.00	\$2,434.25	
Chin/Dip/VKR	\$1,248.72	\$1,376.31	n/a	
<b>total</b>	<b>\$18,752.32</b>	<b>\$ 20,525.33</b>	<b>\$18,713.00</b>	

Staff recommend the purchase of the LifeFitness Hammer Strength equipment highlighted in yellow above. These items are highly durable and the design of the equipment is the best fit for the community center members.

<b>Cost of the 17 LifeFitness/Hammer Strength units identified above:</b>	\$18,752.32
Freight for LifeFitness/Hammer Strength:	\$3,371.32
Taxes for LifeFitness/Hammer Strength:	\$1,289.22
<b>Total cost of Life Fitness Hammer Strength Equipment including tax and freight:</b>	<b>\$23,412.86</b>

**\*items highlighted in yellow are the items recommended for purchase**

## Strength Training Equipment Machines/Stations

SelectORIZED/Machine Item	2nd Wind/Hoist ROC-IT	TechnoGym	LifeFitness
Seated Tricep Dip	\$3,095.00	\$2,956.00	\$3,021.85
Biceps Curl	\$3,095.00	\$2,956.00	\$3,054.35
Low Back	\$3,095.00	\$2,076.75	\$3,151.85
AB	\$3,095.00	\$2,986.75	\$2,716.35
Leg Extension	\$3,095.00	\$2,791.75	\$3,281.85
Leg Curl	\$3,095.00	\$2,791.75	\$3,346.85
Leg Press	\$4,395.00	\$4,221.75	\$4,646.85
Assisted Chin/Dip	\$3,995.00	\$2,791.75	\$3,314.35
Plate Loaded Row	\$2,195.00	\$1,194.25	\$1,208.35
Dual Add/Abductor	\$2,195.00	\$5,583.50	\$2,163.20
Pec/Rear Delt	\$2,195.00	\$5,583.50	\$3,151.85
Dual Action Smith Machine	\$3,995.00	n/a	<b>\$3,401.00</b>
Lat Pull/Low Row	\$2,595.00	\$2,856.75	\$1,784.65
Lat Pull/Low Row	\$2,595.00	\$2,856.75	\$1,784.65
<b>total:</b>	<b>\$42,730.00</b>	<b>\$41,647.25</b>	<b>\$40,028.00</b>

**this is not dual-action**  
 these are non-commercial grade options with inadequate weight stacks

The staff recommendation is to purchase the 2nd Wind Lines of Hoist ROC-IT, Hoist-Dual, and the Matrix Lat Pull/Low Row units. The Hoist ROC-IT Line utilizes the latest developments in movement technology, maximizes biomechanical function, and provides the best user experience. The Hoist Dual and Matrix lines maximize utility of space with their dual-exercise and user-friendly designs. Staff tested out the Hoist equipment on two separate occasions this equipment outperformed the LifeFitness and TechnoGym versions in functionality, ease of use, and user experience.

Quote for 2nd Wind Exercise Equipment (14 items):	\$42,730.00
Freight & installation for 2nd Wind quoted items:	\$2,799.00
Tax for 2nd Wind quoted items (6.875%):	\$2,937.69
<b>Total for 2nd Wind including tax and freight</b>	<b>\$48,466.69</b>

**\*items highlighted in yellow are the items recommended for purchase**