

**CITY OF SHOREVIEW
AGENDA
REGULAR CITY COUNCIL MEETING
JULY 21, 2014
7:00 P.M.**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF AGENDA

PROCLAMATIONS AND RECOGNITIONS

--Proclaiming August 5, 2014 as Night to Unite

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. June 19, 2014 City Council Emergency Meeting Minutes
2. July 7, 2014 City Council Meeting Minutes
3. Receipt of Committee/Commission Minutes-
 - Economic Development Authority, May 5, 2014
 - Economic Development Commission, May 20, 2014
 - Parks and Recreation Commission, May 22, 2014
 - Human Rights Commission, May 28, 2014
 - Economic Development Authority, June 16, 2014
 - Economic Development Commission, June 17, 2014
 - Human Rights Commission, June 25, 2014
 - Planning Commission, June 24, 2014

4. Monthly Reports
 - Administration
 - Community Development
 - Finance
 - Public Works
 - Park and Recreation
5. Verified Claims
6. Purchases
7. Purchase Agreement with Moser Homes for City-Owned Property at 3339 Victoria Street
8. Developer Escrow Reduction

PUBLIC HEARING

9. NPDES Annual Report and Public Hearing

GENERAL BUSINESS

10. Authorize Vegetation Removal on Snail Lake
11. Abatement of Public Nuisance—5435 St. Albans Street
12. Weed Abatement
 - 4414 Galtier Street
 - 5435 St. Albans Street

STAFF AND CONSULTANT REPORTS AND RECOMMENDATIONS

SPECIAL ORDER OF BUSINESS

ADJOURNMENT



**NIGHT TO UNITE 2013
PROCLAMATION
CITY OF SHOREVIEW**



WHEREAS, the Minnesota Crime Prevention Association, along with AAA, and local law enforcement agencies are sponsoring a statewide program called Night to Unite on August 5, 2014; and

WHEREAS, Night to Unite is designed to get to know one another in the City of Shoreview, build neighborhood involvement by bringing police and communities together; and to bring an awareness to crime prevention and local law enforcement efforts; and

WHEREAS, Night to Unite supports the idea that crime prevention is an inexpensive, effective tool in strengthening police and community partnerships; and

WHEREAS, Night to Unite provides opportunities to celebrate the ongoing work of law enforcement and neighborhoods in Shoreview by working together to fight crime and victimization and increase public safety for all citizens; and

WHEREAS, the citizens of Shoreview play an important role in assisting the Ramsey County Sheriff's Office through joint crime, drug and violence prevention efforts;

NOW, THEREFORE, I, Mayor Sandy Martin, and WE, Council Members, Emy Johnson, Ben Withhart, Terry Quigley, and Ady Wickstrom, DO HEREBY CALL UPON ALL CITIZENS OF SHOREVIEW, RAMSEY COUNTY, to participate in Night to Unite on Tuesday, August 5, 2014.

FURTHER, LET IT BE RESOLVED THAT I, Mayor Sandy Martin, and WE, Council Members, Emy Johnson, Ben Withhart, Terry Quigley, and Ady Wickstrom, do hereby proclaim Tuesday, August 5, 2014, as Night to Unite in Shoreview, Ramsey County, Minnesota.

Mayor, Sandy Martin

Council Member, Emy Johnson

Council Member, Ben Withhart

Council Member, Terry Quigley

Council Member, Ady Wickstrom

DATE

**CITY OF SHOREVIEW
MINUTES
CITY COUNCIL EMERGENCY MEETING
June 19, 2014**

CALL TO ORDER

Mayor Martin called the special emergency meeting of the Shoreview City Council to order at 4:30 p.m. on June 19, 2014.

ROLL CALL

The following members were present: Mayor Martin, Councilmembers Withhart and Quigley

Members Absent: Councilmembers Wickstrom and Johnson

ESTABLISHMENT OF TEMPORARY SLOW NO-WAKE ZONE ON SNAIL LAKE

City Manager Schwerm updated the Council on the high water levels on Snail Lake due to the recent heavy amounts of rainfall received which has increased the level of Snail Lake significantly. He informed the Council that at this water level, there is a potential for erosion and damage to property along the lakeshore. City staff has received emails and phone calls from residents concerned about this potential for damage and they are requesting a slow wake restrictions be established on the lake.

After some discussion, it was moved by Councilmember Quigley and seconded by Councilmember Withhart to adopt Resolution No. 14-41 establishing the temporary emergency slow no-wake restrictions on Snail Lake. The motion was approved 3-0.

The meeting adjourned at 4:37 pm.

**CITY OF SHOREVIEW
MINUTES
REGULAR CITY COUNCIL MEETING
July 7, 2014**

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

The meeting opened with the Pledge of Allegiance.

ROLL CALL

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

Councilmember Wickstrom was absent.

APPROVAL OF AGENDA

MOTION: by Councilmember Withhart, seconded by Councilmember Johnson to approve the July 7, 2014 agenda as submitted.

VOTE: Ayes - 4 Nays - 0

PROCLAMATIONS AND RECOGNITIONS

There were none.

CITIZEN COMMENTS

Mr. Mark Holmes, 674 Mound Avenue, expressed increasing concern about the environmental stability in the Commons area. There used to be a lot of wildlife, but little by little it has diminished. His main concern is that there is no life in the pond. Something happened five weeks ago that bird life ceased within a 20-block area. There are dead animals in the pond. The stench is unbearable. There are no live animals around the pond. He used to have 300 to 400 birds a day in his back yard, but now there are 3 or 4 a day. Squirrels, chipmunks and raptors have gone. He suspects that with the spraying for mosquitoes and all the rain, the toxin was washed into the pond and everything died. There used to be families of ducks. They lasted less than a week. He invited the Council to walk around the pond and do a study of the pond.

City Manager Schwerm stated that Mosquito Control has reported that the spray used is safe. No spraying has been done yet this year. He contacted the Ramsey County Naturalist who did note that the weather this past month may have impacted wildlife.

Mayor Martin suggested running water tests on the pond to find out more about the pond.

Mr. Holmes responded that the study needs to be ongoing because of weather spikes. He thanked the Council for listening.

COUNCIL COMMENTS

Mayor Martin:

The fourth Concert in the Commons will be Wednesday evening at 7:00 p.m. in the Commons with *Forty Shades of Green*, Irish music and dancing.

The City Council has authorized the conversion of two tennis courts at Bobby Theisen Park for pickleball. The courts are now ready. There is a Shoreview community group of over 150 who play pickleball. Wednesday morning at 9:00 a.m. there will be a Grand Opening with a ribbon-cutting ceremony. City Manager Schwerm added that it costs \$15 to join the Shoreview Area Pickleball Club. Residents can join either online or at City Hall. The Club has reserved times at the courts for its members.

Mayor Martin also noted that the Farmers' Market is every Tuesday with lots of good produce, crafts and other products.

Councilmember Johnson:

The *Slice of Shoreview* is July 25, 26 and 27 at Island Lake Park. There will be fireworks both nights. Everyone mark their calendars to attend this great event.

CONSENT AGENDA

Mayor Martin moved item No. 14 on the Consent Agenda, regarding parking restrictions for Chatsworth Avenue north of Highway 96, to be the first item of General Business on the meeting agenda.

MOTION: by Councilmember Withhart, seconded by Councilmember Johnson to adopt the Consent Agenda for July 7, 2014, and all relevant resolutions for item Nos. 1 through 13:

1. June 16, 2014 City Council Workshop Meeting Minutes
2. June 16, 2014 City Council Meeting Minutes
3. Receipt of Committee/Commission Minutes:
 - Planning Commission, May 27, 2014
 - Environmental Quality Committee, June 23, 2014
4. Verified Claims in the Amount of \$1,310,850.31
5. Purchases

6. Resolution Appointing Elections Judges for the August 12, 2014 Primary Election
7. Approval of Fireworks Display - *Slice of Shoreview*
8. Conditional Use Permit - 3469 Harriet Court
9. Application for Exempt Permit and Special Event Liquor License - Catholic Community of St. Odilia
10. Approval of Upgrade to Fiber Optics Link Between City Hall and Maintenance Center
11. Approval of Upgrade to Surveillance Camera System
12. Developer Escrow Reductions
13. Resolution Authorizing Participation in Ramsey County Cooperative Weed Management Area

VOTE: Ayes - 4 Nays - 0

PUBLIC HEARINGS

There were none.

GENERAL BUSINESS

ESTABLISHMENT OF PARKING RESTRICTIONS FOR CHATSWORTH AVENUE NORTH OF HIGHWAY 96

Public Works Director Mark Maloney explained that two years ago the City Council established parking prohibitions on one side of the street. A major employer in the area has had a significant increase of contract employees. The problem is that other businesses are challenged to even receive their own deliveries. Last winter the City received reports from businesses that delivery trucks could not navigate the street even when parking had been reduced to one side. It is staff's recommendation that parking now be prohibited on both sides of the street.

Mayor Martin stated that this is also a safety issue for fire engines or emergency vehicles.

Councilmember Withhart stated that he can support the recommendation but suggested the need for a discussion about widening the street as a long-term solution.

Johnson asked where employees can park for the businesses on that street. Mr. Maloney responded that the City code requires parking on-site.

Mr. Mark Diehl, Mark Manufacturing, stated that his business depends on large truck deliveries. Cars park right next to the driveways making it impossible for trucks to negotiate the driveway entrances. His recommendation is no parking on the street year round.

Quigley requested that companies and tenants be notified of the new restrictions.

MOTION: by Councilmember Johnson, seconded by Councilmember Withhart to adopt resolution 14-48 prohibiting on-street parking on both sides of Chatsworth Street north of Highway 96 to the cul-de-sac.

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

MINOR SUBDIVISION - 3339 VICTORIA STREET NORTH

Presentation by City Planner Kathleen Castle

Moser Homes is requesting a minor subdivision of 3339 Victoria Street to divide the property into two parcels for single-family residential development. The property is zoned R1, Detached Residential. The Planning Commission reviewed the application at the May and June 2014 meetings. Variances were approved for the front setbacks for future homes on both parcels to exceed the maximum.

The property consists of 1.5 acres with a lot width of 91.17 feet on Victoria. It is a key lot in that the side lot line abuts the rear lot line of homes to the north. All structures have been removed. A wetland delineation was done that identifies wetland in the northwest and southwest corners of the property. A 16.5 foot buffer is required for wetland areas. On Parcel 2, the buffer would be 10 feet. The Public Works Director has determined that the buffer setback of 10 feet is acceptable.

The parcels proposed comply with the subdivision and lot standards for the R1 Zoning District. Parcel 2 will remain a key lot. Stormwater is directed to the wetland and front property line. The historic drainage patterns will be retained. Impervious surface coverage complies with the maximum permitted in R1 zoning. One driveway off Victoria will access the two properties and then immediately split for two driveways to serve each lot. A 2 to 1 replacement is required for any landmark trees taken out.

The Planning Commission reviewed the application at the June 24th meeting and approved the variances to increase the maximum structure setback from the front property line. Parcel 1 will be at 255.4 feet and Parcel 2 at 272.1 feet.

Property owners within 350 feet were notified of the proposal. Written and verbal comments received express concerns regarding site conditions, surface water, wetland impacts, stability for development with two homes, landscape screening and fencing. Residents do not believe practical difficulty is present to justify approval of the variances.

Staff finds that both parcels comply with subdivision standards and recommends approval of the minor subdivision.

Mayor Martin asked if consideration was given to moving the building pad on parcel 2 north to provide a wider setback for building 1 on the south. Ms. Castle stated that the building pads are dictated by the wetland area and buffer and noted that the building pads are not the footprint of a structure.

Planning Commission Chair Solomonson stated that the Commission felt the character of the neighborhood is not impacted, although there was some concern about a key lot. Commissioners would like to see the driveway split further down the shared drive rather than immediately at the shared entrance.

Councilmember Quigley asked the rationale for moving the driveway split. Chair Solomonson responded that it would be for aesthetic reasons so that less driveway surface is shown at the entrance making room for more landscaping.

Councilmember Withhart noted that the EDA also recommends approval of this application.

MOTION: by Councilmember Quigley, seconded by Councilmember Johnson to approve the minor subdivision request submitted by Moser Homes, Inc. to divide the property at 3339 Victoria Street into two parcels for single-family residential development and said approval is subject to the following conditions:

Minor Subdivision:

1. The minor subdivision shall be in accordance with the plans submitted.
2. For Parcel 2, a Public Recreation Use Dedication fee as required by Section 204.020 of the Development Regulations before the City endorses the deed to create Parcel 2. The fee will be 4% of the fair market value of the property.
3. Public drainage and utility easements shall be dedicated to the City as required by the Public Works Director. The applicant shall be responsible for providing legal descriptions for all required easements. Easements shall be conveyed before the City will endorse deeds for recording.
4. The applicant shall enter into a Subdivision Agreement with the City. This agreement shall be executed prior to the City's release of the deeds for recording. A Development Agreement will also be required for the construction of a new home on each parcel.
5. Municipal water and sanitary sewer service shall be provided to both parcels. The cost of connection and SAC fees, together with permit charges, will be due with the building permit.
6. Driveways and all other work within the Victoria Street right-of-way are subject to the permitting authority of the City of Shoreview and Ramsey County.
7. A tree protection, removal and replacement plan shall be submitted prior to issuance of a building permit (including the demolition permit). The approved plan shall be implemented prior to the commencement of work on the property and maintained during the period of construction. The protection plan shall include wood chips and protective fencing at the drip line of the retained trees.
8. An erosion control plan shall be submitted with the building permit application for each parcel and implemented during the construction of the new residence.
9. A final site-grading and drainage plan shall be submitted and approved by the City Engineer prior to issuance of a building permit.
10. The wetland/wetland buffer shall be identified by signage. A 16.5-foot wetland buffer shall be established on Parcel 2 ranging in width from 10 feet to 16.5 feet.

11. This approval shall expire after one year if the subdivision has not been recorded with Ramsey County.

Said approval is based on the following findings of fact:

1. The subdivision is consistent with the policies of the Comprehensive Plan regarding land use and housing.
2. The subdivision will provide opportunity for new housing in the community consistent with the City's housing goals.
3. The proposed lots conform to the adopted City standards for the R1, Detached Residential Zoning District.
4. Municipal water and sanitary sewer service are available for each proposed parcel.

Discussion:

Johnson commended inclusion and work with the residents in this neighborhood.

VOTE: Ayes: Quigley, Withhart, Johnson, Martin
 Nays: None

Mr. Moser, Applicant, stated that he hopes to have a custom home under construction by this fall. As to the driveway issue, the plan shown is to avoid as much contention as possible on who maintains what part of the shared driveway.

**ESTABLISH PROJECT AND AUTHORIZE PROFESSIONAL SERVICES
 AGREEMENT - SANITARY SEWER IMPROVEMENTS AND LIFT STATION, CP 14-
 07**

Presentation by Public Works Director Mark Maloney

Ramsey County has been doing a joint repair project on Highway 96. The City televised the sewer in the project area because of a history of backup issues. When the sewer line was uncovered, the problem was found to be worse than anticipated because the pilings have sunk. The sewer was built in the 1960s through wetland soils with wood pilings. This means that the City sewer repair has become much more complicated.

One option would be to replace the pilings and sewer pipe. Staff believes they would only sink again over time and be more costly than the staff recommendation to put in a new lift station and force main that would be located on better soil to reduce potential future settlement. This would mean abandoning the existing sanitary sewer.

An engineering agreement has been negotiated with Bolton & Menk for engineering services at a cost of \$29,350. The best estimate of a total project cost is \$200,000 to \$250,000 compared to \$250,000 just for pilings.

Mayor Martin asked how long Dale Street will be closed and how the project is to be funded. Mr. Maloney stated that he expects Ramsey County to move quickly. The City project would not impact reopening Dale Street. The project would be funded through the Sewer Fund. No other projects are being delayed because of this project. The only other sewer project in the City is on Hanson Road.

Councilmember Withhart asked if any borings have been done to find out the depth of the poor soils. Mr. Maloney stated that the weight of the soil is a major problem. The County has done many borings and is using a process with foam to lessen the load of the roadway.

MOTION: by Councilmember Johnson, seconded by Councilmember Withhart to adopt Resolution No. 14-44 authorizing execution of a Professional Service Agreement with Bolton & Menk for engineering and associated activities for the Sanitary Sewer Improvements - Highway 96 Lift Station, City Project #14-07.

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

RECEIVE BIDS AND AWARD CONTRACT - TRAIL EXTENSION AND REHABILITATION, CP 14-05

Presentation by Public Works Director Mark Maloney

This project includes trail reconstruction along County Road I and at Theisen Park and new trails along Lexington Avenue and at Shamrock Park. The Council approved plans and specifications at its June 2, 2014 Council meeting.

Bids were opened July 1, 2014. Three bids were received with the low bidder, Rum River Contracting at a cost of \$279,072.77. The Engineer's Estimate was \$335,000.00. Rum River Contracting has not previously worked in the City. After a reference check, it is clear to staff that Rum River Contracting has the resources and engineering capacity for the work.

Funding for the project will be \$133,350 from the General Fixed Asset Revolving Fund for the work on County Road I and at Theisen Park. Park dedication funds in the amount of \$110,400 plus \$91,000 from the Community Investment Fund will cover the work on Lexington and at Shamrock Park. Staff is recommending approval.

MOTION: by Councilmember Withhart, seconded by Councilmember Johnson to adopt Resolution No. 14-66 accepting the base bid from Rum River Contracting for the 2014 Trail Extension and Rehabilitation Project, City Project #14-05 and authorize the Mayor and City Manager to execute a construction contract in the amount of \$279,072.77.

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

ADJOURNMENT

MOTION: by Councilmember Quigley, seconded by Councilmember Withhart to adjourn the meeting at 8:05 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

**SHOREVIEW ECONOMIC DEVELOPMENT AUTHORITY
MEETING MINUTES
May 5, 2014**

CALL TO ORDER

President Ben Withhart called the meeting to order on May 5, 2014, at 5:00 p.m.

ROLL CALL

The following members were present: President Ben Withhart and EDA Members Sue Denkinger, Emy Johnson, Gene Marsh and Terry Quigley.

Also attending the meeting:

Tom Simonson	Asst. City Manager/Community Development Director
Niki Hill	Economic Development and Planning Tech
Kirstin Barsness	Barsness Consulting Services
Jonathan Weinhagen	Saint Paul Area Chamber of Commerce

APPROVAL OF AGENDA

Simonson introduced Mr. Jonathan Weinhagen, Regional Director at the St. Paul Area Chamber of Commerce and member of the Shoreview Economic Development Commission, who was present to discuss a new initiative by the Chamber called *Accelerate Ramsey County*. Cities within Ramsey County are being asked to send a letter of support to Ramsey County for the new program. Discussion with Mr. Weinhagen was added to the agenda.

MOTION: by Quigley, seconded by Johnson, to approve the agenda as amended.

VOTE: Ayes - 5 Nays - 0

Mr. Weinhagen stated that the County is studying its own role with economic development and economic prosperity in Ramsey County. The County is disproportionately residential with a high amount of institutional land. *Accelerating Ramsey County* is an initiative proposed by the St. Paul Chamber to look at what role the County and cities can play in achieving a better land use mix and facilitate good economic development, which really begins in the communities. The initiative looks at intensifying land use and job growth through development and redevelopment. Shoreview is the example to all other communities in the region when it comes to business development and retention efforts, and the City has for example an excellent potential site with the Shoreview Village Mall that could be redeveloped into a higher intensity use that provides job growth. At the moment, this site is not on anyone's radar regionally or nationally of consideration for economic development. If there is a developer from the region or nationally that is seeking redevelopment opportunities in the Twin Cities, they may not even be aware of the Shoreview Village Mall as a potential property. The idea of *Accelerate Ramsey County* is to determine how to bring redevelopment opportunities like this to the attention of external partners. The first step is to gain support from cities for this type of communication.

Simonson added that as a fully developed County, this fits into policy decisions by the County that can foster or in some cases restrain possible redevelopment or economic growth. He added that it is his hope that the County's economic prosperity efforts and this *Accelerate Ramsey County* initiative could bring forward better communication and cooperation on development. A business that cannot be accommodated in Shoreview may find a suitable site within Ramsey County to keep jobs in this area.

Mr. Weinhagen stated that Shoreview does a good job of monitoring sites, land uses and locations for redevelopment. The County is looking at \$1 billion in transit investment. That investment needs to be directed to areas of intense development that provide jobs.

Withhart stated that cities can help County officials understand how redevelopment happens. An example is the City's recent request for a TIF extension that was not supported by the County because of the initial tax revenue loss to the County. Eventually the County was supportive to a revised bill, but there was a gap in understanding how the TIF extension would help the County.

Johnson noted that all cities are at different stages of considering redevelopment. She asked if there would be a tiered approach to cities in terms of who needs what, or a holistic approach toward all cities and whether there would be any financial obligation to cities who participate in this program. Mr. Weinhagen responded that he sees a holistic vision, but that different cities will need different things based on their level of expertise. He would like to see all cities in Ramsey County use the best practices that are used in Shoreview. The County is being asked to initially provide funding for the program, but eventually cities may be asked to contribute. A letter of support would indicate Shoreview's willingness to work with other cities on issues of economic development and explore possibilities and opportunities.

Quigley asked if a resolution would be provided for cities to support. Mr. Weinhagen stated that he is looking for support from City Managers and staff at this time. At a minimum, this program would provide an opportunity for Community Development Directors to meet and exchange ideas and information on a regular basis. He would also see times when certain areas, such as I-35W and I-694, would become a priority for attention. Rather than establishing permanent, formal entities for certain infrastructure, such as the I-35W Coalition now funded at \$150,000 a year, he would envision certain groups functioning at a high amount of activity for a certain time for a certain area and then would no longer be needed when focus would shift to other areas. The County has not promoted itself as a great place to develop, and it is important to get better at getting this positive message out.

Withhart agreed that it would be helpful to have a neutral player to facilitate communications among cities on redevelopment issues.

It was the consensus of the EDA to support this concept approach of *Accelerate Ramsey County* and requesting additional information as this effort moves forward. The EDA Board thanked Mr. Weinhagen for attending the meeting to explain the initiative.

APPROVAL OF MINUTES

President Withhart temporarily left the meeting and did not vote on this item. Vice President Johnson took over the meeting.

MOTION: by Quigley, seconded by Marsh, to approve the April 7, 2014 meeting minutes as submitted.

VOTE: Ayes - 4 Nays - 0

FINANCES AND BUDGET

Monthly Financial Reports/Approval Claims and Purchases

Simonson noted items from year-end 2013 that had been amended and submitted with this financial report. Four invoices are submitted for approval.

MOTION: by Quigley, seconded by Marsh to approve the monthly financial reports through March 31, 2014.

VOTE: Ayes - 4 Nays - 0

MOTION: by Quigley, seconded by Marsh to approve payment of the following claims and purchases:

- | | | | |
|----|--|------------|----------|
| 1. | Community Reinvestment Fund
(15 Loans/Monthly Service Fee) (Date Paid: 3/21/14) | \$90.00 | Fund 307 |
| 2. | Leeann Chin (EDA Meeting supplies)
(Date Paid: 3/20/14) | \$65.85 | Fund 240 |
| 3. | Barsness, Kirstin (TIF Consulting)
(Date Paid: 3/3/14) | \$2,406.25 | Fund 240 |
| 4. | Hill, Nicole (Mileage Reimbursement)
(Date Paid: 3/20/14) | \$40.32 | Fund 240 |

VOTE: Ayes - 4 Nays - 0

President Withhart returned and conducted the remainder of the meeting.

GENERAL BUSINESS

ADOPTION OF EDA 2014-2015 WORK PLAN

Simonson noted a few minor changes that include an update of the TIF legislation. Withhart requested an update of the TIF legislation.

Simonson reported that the next step will be marketing once the legislation is finalized. The House/Senate Joint Conference Committee approved the tax bill that includes striking the fiscal disparities requirement. The Conference Committee also approved the special TIF Economic Development District for Shoreview. Some committee members were opposed to Shoreview creating any number of Economic Development Districts, as this is a pilot project. The City agreed to creation of three districts within the five-year window provided in the legislation. Simonson stated that if three districts are successful in bringing jobs to the community, he believes the legislation can be further amended at a later time.

Withhart asked if an Economic Development District can be created to attract business, or if there must be a specific project in order to create one. Simonson explained that the district would be created when there is a project to generate increment. The City will negotiate that 20% of that annual increment over a 12-year period would come to the City to create the special BRE fund. The increment from pre-1990 TIF Districts Nos. 1 and 2 can be pooled. The provision is to focus on business retention and attracting businesses from out of state. Businesses within Minnesota cannot be solicited, unless they already have a presence in Shoreview. The biggest change is the duration of the district for 12 years. There is flexibility for ancillary uses that may be added with a business use, such as childcare or office. The BRE fund that is created with the 20% increment to the City operates outside TIF, which could make the City eligible for grants and other funds. There is no timeline on the BRE Fund.

Simonson noted that the Governor is supportive, and no further obstacles are expected with final approval of this legislation.

Denkinger asked what other cities gained from this legislation. Simonson stated that Savage and Maple Grove received flexibility for redevelopment of large sand pits in their cities; Eagan was able to recalculate increment decisions on parcels that were not part of an original TIF District. No direct TIF District extensions were given as was given to Oakdale last year. There is more willingness to look at extensions for specific projects.

Quigley asked if the process was helpful considering the cost. Simonson stated that although costly, good contacts have been made with the decision makers in these issues at the legislature. The lobbying effort was extensive. The cost to the City is easier in that it comes from TIF dollars and not the General Fund. Thank you letters will be sent to the many legislators who helped with this effort.

Marsh stated that it is beneficial that the City was able to present itself well at the legislative level. Since this is a pilot program, the City has a further opportunity to show what can be done.

Simonson stated that further updates to the Work Plan are related to the Rice Street interchange and the Highway Corridor Study now underway. A change was made to the Hoarding Policy to indicate the pilot program the City is now participating in, and sale of 3339 Victoria is contingent on approval of development plans.

MOTION: by Johnson, seconded by Denkinger to adopt the 2014-2015 EDA Work Plan.

VOTE:

Ayes - 5

Nays – 0

UPDATE ON SALE OF CITY PROPERTY AT 3339 VICTORIA STREET

Simonson reported that at the last EDA meeting tentative approval was given to sell the property at 3339 Victoria Street to Moser Homes for \$115,000, which was negotiated to \$120,000. Moser Homes is applying for a minor subdivision and variances at the May 27th Planning Commission meeting. The variances are for setbacks of the two homes that would be further than existing residences. A letter explaining the proposed development was sent to neighborhood residents. There have been upset responses from neighbors who would like to see just one home developed on the property. Residents also felt the property should have been offered on the open market. Simonson has explained to residents that the property was not put on the open market in order to better control appropriate development for the site.

Withhart asked if Planning Commissioners have been informed of the proposal. Simonson stated that the City Planner has contacted the Planning Commission Chair and will include statements in the staff report about the process thus far and include EDA minutes that encourage approval of this sale. The proposal includes development of homes that are similar in value to other homes in the neighborhood. Withhart encouraged further contact with other Planning Commission members.

Simonson stated that the reason the City is in this position is because the private sector was not going to take on this property, especially considering the costly demolition and clean-up that was required. If the proposed development is approved, a purchase agreement will be presented at the next EDA meeting.

UPDATES AND REPORTS

Economic Development Commission: Simonson stated that the EDC has a planned visit to Torax Medical on June 12, the same day as the next Business Exchange. Torax has 60 employees and is involved in specialized medical treatment devices. The company is looking forward to hosting City representatives.

Ms. Hill has been developing a new *Business Matters* newsletter that will be launched in advance of the Business Exchange. An email list will be developed for the newsletter circulation.

Hoarding Pilot Project: Hill reported that materials are being finalized for the pilot project. Some homes have been identified by the Fire Department to add to the pilot project.

Johnson asked if residents have contacted the City about specific problem properties. Hill stated that when complaints are received, there is follow-up and the information is tracked on a database.

Withhart suggested contacting tradesmen and contractors who enter homes and ask them to report any findings of hoarding.

Simonson noted that the City is finding that it may be a better use of money to bring in a dumpster, rather than providing assistance for emergency housing. Residents who have hoarding problems can often stay in their homes but need other resources to bring the house to code. Staff is reviewing the policy for possible changes.

Withhart suggested also looking at services that can be obtained to help the individual sort and clean.

Highway Corridor: Simonson stated that there is an internal team meeting in June. A final report to the City Council, EDA and Planning Commission will be made at the July 14th City Council workshop. That report will have recommendations on policy changes and land use planning. There will be a public review process of the results and possible amendments to the Comprehensive Plan.

Quigley asked if information on the next phases will be presented, which is to identify what can be developed in certain locations. Hill responded that timelines are not cast in stone. Some sites would be difficult to identify for development, such as the County Road J intersection, which is dependent on what happens in Lino Lakes. Simonson added that some redevelopment will be triggered with other infrastructure projects. The Rice Street interchange improvement will trigger redevelopment in that area.

Development Projects: Simonson stated that the credit union will soon begin construction. Hummingbird Floral will be presenting an interior renovation plan. Lakeview Terrace has been framed and roofed. The building fits well and will look good when the exterior brick work is done.

Hamline Economic Development Certificate Program: Hill explained that the program she is attending includes seven core modules with monthly meetings. Even in a few classes, she recognizes that Shoreview is ahead of the curve. She has been asked about the City's Business Retention program by others in the class. Simonson added that the teacher is Craig Waldron, City Administrator at Oakdale, who is now retiring to be a full-time professor.

Johnson commended Ms. Hill for her willingness to grow her skills that will not only benefit her but also the City.

ADJOURNMENT

MOTION: by Quigley, seconded by Johnson, to adjourn the meeting at 6:23 p.m.

VOTE: Ayes - 5 Nays - 0

SHOREVIEW ECONOMIC DEVELOPMENT COMMISSION

Meeting Minutes

May 20, 2014

ROLL CALL

Chair Josh Wing called the meeting to order at 7:33 a.m. with the following members present: Jim Gardner, Dave Kroona, Dave Lukowitz, Jason Schaller and Jonathan Weinhagen. Members Sue Denkinger, Gene Marsh, and Jeff Washburn had excused absences.

Assistant City Manager/Community Development Director Tom Simonson, and Economic Development and Planning Technician Niki Hill were also in attendance.

ACCEPTANCE OF AGENDA

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

Vote: 5 AYES 0 NAYS

ELECTION OF CHAIR AND VICE CHAIR

There was a consensus among the members present to wait until the next meeting to decide on the 2014 Chair and Vice Chair due to some members being absent from the meeting including Vice Chair Denkinger.

APPROVAL OF MINUTES

Commissioner Lukowitz, seconded by Commissioner Weinhagen, moved to approve the minutes of March 18, 2014, as written.

Vote: 5 AYES 0 NAYS

INFORMATION EXCHANGE

Member Sharing of Information

Simonson stated that he wanted to give an opportunity to anyone to comment on the previous joint EDA/EDC meeting regarding their work plans and goals for the year.

Member Weinhagen stated that he believed it was a positive meeting. There was good dialogue and it helped to get everyone on the same page. The goals and work plans for the upcoming year are aligned better because of it.

Simonson noted that Member Lukowitz will be stepping down from the EDC following the August meeting. He will have served 20 years at this point and he believed it was time to move on. Member Gene Marsh will be also leaving in the near future as he will be moving out of Shoreview.

Member Wing voiced his thanks to Mr. Lukowitz for his service and everything that he has done for the Commission and City. Wing stated that he remembers when he first started on the EDC how Member Lukowitz was so very knowledgeable and welcoming. He was also never fearful for sharing his opinions of what he thought on any subject matter.

Member Lukowitz was given the opportunity for any remarks regarding his departure. Member Lukowitz fondly recalled his joining the EDC and was honored to serve with Chair Bill Farrell, who was a former mayor and then went on to run the State Department of Trade and Development. He was always exceptionally kind to him. Member Lukowitz also noted that August will make it 20 years of service and he thought it was a good time to depart from the Commission. Simonson said he will organize a social get together to honor the service of Member Lukowitz.

Staff Information

Recent Council and Planning Commission Actions/Agenda Items:

There is a comprehensive sign plan application in for the Exxon Gas station off of Lexington and Red Fox Road. Due to the changes in the sign regulations, they would like to upgrade their monument sign to install a color message reader board to display their messages. Simonson noted that this is now permissible with the City recently changing and updating the sign regulations to allow digital signs in commercial areas.

City and County Credit Union has completed their process for the site and building design review through Planning Commission. They have pulled the building permit this week and should begin construction of a new branch facility at the east end of Red Fox Road near the Island Lake golf course in the next couple of weeks.

Owners/operators of the Hampton Inn will move forward with the plans to remodel the hotel and change to a Best Western Plus. They were approved by the Planning Commission and City Council. The changes include new elevators, south exit, expanded conference/banquet center, and upgraded outdoor patio area for the Green Mill. The restaurant will also be reconfigured as part of the renovations.

Applewood Pointe should be moving forward with their plans to break ground and starting building this summer. The former Kozlak's restaurant has had most of the equipment and other movable objects removed from the site to prepare for the demolition. Applewood Pointe needs 60 % of their units to be pre-sold before they start the project.

Autumn Meadows is progressing with the road and utilities portion of the project underway. The permits have been taken out for the model home as well. Member Weinhagen stated that the base prices have been released this week with the base model starting around \$480,000.

BRE Visits: Simonson stated that we have been in talks with Torax Medical and have tentatively scheduled a visit on June 12th – we are just waiting on confirmation that the date still works with them.

Business Matters: The City is in the process of launching Business Matters in the next week or two. This business newsletter will be sent out 2-3 times a year – possibly quarterly depending on time and content availability. We are looking to do both a paper and electronic version to capture a greater audience. Such as one newsletter would be sent to Deluxe Corporate but multiple people would be able to sign up and receive the newsletter via e-mail. Members were given a draft of the newsletter to review and comment on.

Economic Development Authority Update: Now that the TIF legislation has passed at the Legislature, the EDA will be developing strategies on how to utilize the special authority. The EDA is also continuing to work on housing program initiatives.

TCAAP Update: Member Weinhagen gave a brief TCAAP update in which he relayed that Ramsey County and Arden Hills sought and secured a bonding package to help assist with the development of the project. There is a 30 million dollar grant going to help with the road infrastructure necessary to support the development.

Snelling BRT: Member Weinhagen also summarized the talks of expanding the Snelling Avenue Bus Rapid Transit that currently goes from St. Paul to the Rosedale Mall. There are two separate options they are looking at:

- a) The first would expand the line north on Snelling Avenue directly to the TCAAP site.
- b) The second would come up Lexington Avenue and potentially have stops at the Red Fox Road area or the Land O Lakes/ Shoreview Corporate Center area.

Either of these routes would add dedicated bus stations and would include signal timing to help speed up the route.

Accelerate Ramsey County: Member Weinhagen provided a brief overview of the Accelerate Ramsey County (ARC) program. They are looking at economic development differently so that cities within the county are on the same page. The program is a county specific economic development initiative that leverages the resources, talent, commitment and passion of our communities and their leaders. ARC is a public/private partnership hosted by the Saint Paul Area Chamber of Commerce with oversight of an advisory board. Their mission is to be a catalyst for economic development activity within Ramsey County, thereby strengthening our collective position within the Greater MSP region and accelerating

development and redevelopment opportunities with a focus on intensity of land use and increased job density. They want to put Ramsey County on the map.

Chair Wing stated that the draft Business Matters newsletter looks good and the upcoming Business Exchange should be successful. He asked if there are any other staff or member updates before we moved forward with the agenda.

Member Lukowitz inquired as to the status of having a Post Office in Shoreview. With not having a main post office, does the City have a substation near here? Simonson stated that the closest retail Post Office is in Vadnais Heights. When the City was lobbying for a Post Office, the U.S. Postal Service had a rule that the carrier station had to be attached with the Post Office. They eventually separated the two functions when they relocated to Vadnais Heights.

GENERAL BUSINESS

TIF Update

Simonson stated that the TIF bill was approved almost unanimously in the legislature. Ramsey County is pushing Economic Development which helps to grow the support for Economic Development programs. Shoreview's BRE program and our recent expansions helped to give us a new name. The power brokers in the Senate wanted to make sure that Shoreview was helped because of our use of funds and our reputation. The legislation that was approved would allow Shoreview to create a Business Retention and Expansion District. The district lasts for 12 years, which is a four year increase from an Economic Development District. Simonson stated that as an example an existing 8 year district would generate \$600,000 for Westinghouse, but with the additional 4 years it jumps to \$1.5 million when eliminating the fiscal disparities deduction. Simonson stated that originally there was no limit on districts the City could create in the draft legislation but it was decided to cap it at 3 districts so that Shoreview did not have an unfair advantage over other communities. The City has identified three preliminary ideas for potential creation of these special districts to assist with business retention and expansion including:

- Shoreview Corporate Center
- Westinghouse
- Children's Hospital Property

The districts are limited to businesses that are either existing in Shoreview already or are currently located out of state. The district cannot be used for any business located in Minnesota outside of Shoreview. The business can have up to 25% ancillary use/non-manufacturing.

Twenty percent of the funds from a new district can be used for a special Business Retention Fund. We can pool funds from other districts into this fund. There are policy implications, but pros and cons, to shifting funds from TIF District 1 or District 2 to a new BRE Fund that will have to be evaluated by the

EDA. We could move our existing MIF funds (\$175,000) to help seed the fund. Member Lukowitz was wondering if that was the funds from the Business Revolving loan fund. Simonson confirmed yes, those were funds the City received back in loan payments from assistance provided by the State for a company called Micro Component Technology. Weinhagen asked if that would be able to be used for buildings, such as the building off of Gramsie. Simonson stated that yes, but that might merit a new redevelopment district instead because of the nature of it and the amount of work that needs to be done.

The fiscal disparities requirement has been changed to allow the 40% of Economic Development District revenue not be taken away from the project, as currently required. This change for all cities now makes an ED TIF District rule similar to other TIF District options.

Wing asked if these new districts require the county/school district to sign off. Simonson stated there is no veto authority by the county or school district but there are notification requirements as with all TIF District establishments. Wing asked if the City has looked into any type of Housing District for TIF, such as North Saint Paul is doing. Simonson stated he is not aware of what North Saint Paul is doing but that there are tax increment funds that can be used for certain housing or new Housing TIF Districts can be created under certain scenarios.

Wing brought up the Rainbow site and what he feels is the biggest problem facing Shoreview is the residential areas. The housing is too expensive to tear down. There is not enough and not enough of the right kind of housing to attract younger families. Simonson agreed that is definitely a challenge given the age of the majority of our housing stock and the lack of vacant land for new housing. Wing mentioned that a lot of what the housing stock here in Shoreview is 70's, 80's housing that is harder to upkeep and to remodel. Weinhagen suggested that we talk to North Saint Paul to see what/how they are doing. He said staff will contact North Saint Paul to get more information on their housing program.

Lukowitz asked if County Commissioner Blake Huffman supported the City during the TIF process. Simonson stated that Commissioner Huffman was a very strong advocate for the City and really pushed the County Board to not oppose our legislation. He said generally Ramsey County, like most counties, does not support tax increment use as it directly impacts property tax revenues. Simonson said he is hopeful that the County moves away from this position as they get more involved in economic development and better understand the purpose and benefits TIF provides in bringing new business, jobs, services, and housing – all which help keep the County vibrant and strong.

EDC Work Plan Approval

Simonson stated that the EDC should formally adopt the proposed work plan and asked if there were any changes. There were none. Chair Wing, seconded by Commissioner Gardner, moved to adopt the EDC Work Plan for 2014-2015, as presented.

Vote: 6 AYES 0 NAYS

Business and Development News

Hed Cycling – The Economic Gardening biography of Anne Hed and Hed Cycling was shared. It described how much she has enjoyed the program after being skeptical at the start. Simonson stated that the City has been in communication with Hed Cycling because we had heard of immediate expansion needs on the recently completed BRE visit. They had submitted a purchase offer to buy the building on Tomlyn. They are looking to bring their manufacturing back to the U.S. from Asia for multiple reasons. Their appraisal for the purchase of the building came back lower than their original offer so we are looking at ways to help the purchase, renovation, and training costs. Additionally, they need to figure out how to remove the two existing tenants.

Lukowitz asked about the two current tenants in the building and where they would go. Simonson stated that the auto business is looking to expand so they will probably welcome the opportunity to be able to get out of their lease. They will need to assist in finding a new place for the Mexican food distribution business, which currently has about 6,800 square feet.

Rainbow Foods – Articles were shared as to why another grocery store would probably not locate where the current Rainbow Foods is and why Cub / Lund's did not purchase the building. There is not enough density in the area to support the amount of grocers in the area.

Sidal Realty, located in St. Louis Park, has owned the building since it was finished in 1995. There are a couple of independent grocers looking into the area but there is also the TCAAP property in competition as well, possibly adding a HyVee. Weinhagen stated that HyVee has a huge footprint, 90,000 square feet, which is bigger than the 60,000 square foot Rainbow Site. The TCAAP area is not a done deal though, so it might be worth checking into. Simonson stated that he talked to the owner of the property about openness to explore redevelopment options and he is interested in working with the City. He does not mind if we contact retailers and/or developers. The property owner said they are open to selling the commercial property because they are focused on apartment ownership and management.

Roundy's, the owner of the Rainbow Foods chain, has a lease through 2015 and are committed to paying it so there is not a huge rush at this point to Sidal Realty. Simonson did state that based on the fact it was not acquired by Lunds/Byerlys or Super Valu, it's clear there is some view that the area market is saturated and may not have the population density to support another major grocer.

ADJOURNMENT

Commissioner Weinhagen, seconded by Commissioner Lukowitz, moved to adjourn the meeting at 8:45 a.m.

Vote: 6 AYES 0 NAYS

**PARKS AND RECREATION COMMISSION
MINUTES
MAY 22, 2014**

CALL TO ORDER

Parks and Recreation Commission Chair Desaree Crane called the May 22, 2014 meeting of the Parks and Recreation Commission to order at 7:03 PM.

ROLL CALL

Members Present: Desaree Crane, Carol Jauch, Charlie Oltman, Linda Larson, Athrea Hendrick, Catherine Jo Healy and Craig John.

Members absent: Sarah Boehnen, Carol Jauch, and Tom Lemke.

Others Present: Terry Schwerm, City Manager, Michelle Majkozak, Community Center General Manager

APPROVAL OF MINUTES

Charlie Oltman moved, seconded by Craig John, approval of the March 27, 2014 minutes. Motion was unanimously adopted.

REVIEW OF DRAFT COMMUNITY CENTER RULES

Michelle Majkozak reviewed the draft rules and policies with the Commission. She noted that the rules and policies were broken into several areas including general rules for the entire building, and specific rules for the waterpark, fitness center, gym, locker rooms and playground. The proposed rules also include sections on general building and area policies. She then asked for feedback on the draft of the updated rules and policies. The Commission had a few suggestions on the proposed rules. A question was asked about the use of snorkeling gear. Staff indicated that it is not allowed in the pool area unless the City is offering a snorkeling class. One of the issues is that some snorkeling gear includes glass masks. Glass is not allowed in the pool area and any broken glass can result in a need to drain the entire pool.

Commission members also suggested that the rules include consequences for what happens if guests fail to follow the rules. Staff said they would incorporate language into the rules reflecting this suggestion.

REVIEW OF DRAFT RECREATION PROGRAM SCHOLARSHIP POLICY

Majkozak reviewed the draft scholarship program with the Commission. She indicated that the City has had a scholarship for recreation programs, but it was not really formalized with strong guidelines. The proposed policy was based on a model from the City of Eden Prairie. The policy indicates the City will contribute up to 30% of the price of swim lessons and 50% of the cost of

other programs with a maximum limit of \$100 per child per year. Residents would have to provide documentation of need through a certificate for free or reduced price lunches, social security disability, or financial assistance from Ramsey County.

Some programs including fitness, preschool, and Summer Discovery would not qualify for the scholarship program. According to the policy, the scholarship program could not be used for Community Center memberships or daily admissions. Staff believes that our general membership rates and admission fees are very reasonable and should not be subsidized further. The primary goal of this assistance program is to make certain youth sports programs, swimming lessons, and other youth programs available and affordable to children in the community.

The Commission reviewed the policy and after some discussion indicated that they were comfortable with the proposed policy. There was some discussion about whether a \$100 limit per child was the right amount. Staff reviewed the cost of some of the programs with the Commission. After additional discussion, the Commission felt that we should try the \$100 limit, since it could always be increased in the future if there is a need. John moved, seconded by Oltman, that the scholarship policy be recommended to the Council for approval. Motion was unanimously adopted.

STAFF REPORTS

Schwerm reported that staff was busy preparing for summer programs which begin in a few weeks. He discussed:

- Farmers Market – begins Tuesday, June 17
- Concert Series – begins Wednesday, June 18
- Summer Discovery – begins Monday, June 9
- Pickleball Courts – Council has awarded a contract to convert two tennis courts at Bucher into six dedicated pickleball courts. Contractor is expected to begin work soon and complete the resurfacing of the courts in June, weather permitting. He briefly discussed the pickleball report that the Shoreview Area Pickleball Club prepared. Pickleball was a big success at the Community Center over the winter months, and brought in additional revenue and increased membership.

COMMISSION REPORTS

None.

ADJOURNMENT

There being no further business before the Commission, it was moved by Oltman and seconded by Healy that the meeting be adjourned at 7:50 p.m. Motion was unanimously approved.

**HUMAN RIGHTS COMMISSION
MEETING MINUTES
MAY 28, 2014**

CALL TO ORDER

Co-Chair Minton called the meeting to order at 7:01 pm with the following members present: Cory Springhorn (arrived at 7:10 pm), Elaine Carnahan, Julie B. Williams, Lisa Wedell-Ueki, Mary Yee Johnson, Bob Minton, and Mark Hodkinson.

Commissioners that were not present: Samuel Abdullai, Richard Bokovoy, Neha Sethi

Also present was Terry Schwerm, City Manager

APPROVAL OF MINUTES

After correcting the spelling of the name Hromatka, Williams moved, seconded by Wedell-Ueki, approval of the April 23, 2014 minutes. Motion was adopted unanimously.

DISCUSSION REGARDING COMMUNITY DIALOGUE

Mary Johnson indicated that after much calling, she was able to contact a few companies including Land O'Lakes and Deluxe who were not able to participate in the community dialogue on bullying. However, she did connect with Lynn Prost, Director of Employee Relations at Boston Scientific, who will be willing to participate in the event. Julie Williams indicated that she had talked with Jerry Hromatka, Executive Director of Northeast Youth and Family Services, who indicated that they could have someone from the agency involved. Cory Springhorn also said that ARC of Minnesota would also have someone available for the dialogue. Mark Hodkinson briefly discussed the anti-bullying legislation and noted that several school districts were concerned about implementation and reporting requirements. Schwerm indicated that he had not connected with Superintendent Dan Hoverman, even though they had exchanged voice mails.

After some discussion, the Commission selected Thursday, November 6th as the tentative date of the Community Dialogue and asked staff if they could check on room availability. Schwerm indicated that he would follow up on the date and with the school district on being a participant in the event, and email the Commission with a confirmation on the date.

REVIEW OF CARING YOUTH AWARD NOMINATIONS

The Commission reviewed the nomination for the Caring Youth Award that was submitted by Michele Edwards for Khadijah Pierce, a Shoreview resident who attends Roseville High School. Commission members noted that based on the application that was submitted and the activities that Khadijah has been involved in, she would be a very deserving recipient of the award. Williams then moved, seconded by Springhorn, that Khadijah Pierce receive the Human

Rights Commission 2014 Caring Youth Award, subject to a reference check being conducted by staff. Motion passed unanimously.

OTHER ISSUES

Lisa Wedell Ueki – discussed her ideas behind recognizing group homes. She has met with Don Zebell who recalls that Shoreview was the first city in Ramsey County to have a group home for people with disabilities. She did indicate that this information would need to be verified with the Minnesota Historical Society. She also indicated that Don Severson indicated that the first group home in Shoreview was near the Victoria Valley Orchard and opened in 1972.

Bob Minton – discussed the potential for initiating a Shoreview Human Rights Commission initiative that would involve young people doing interviews and preparing reports with immigrants who have moved into Shoreview. He felt that the findings from these interviews might help identify what the City could do to be more welcoming. He indicated that he was doing research with the agency “Advocates for Human Rights”. He also asked that Commission members receive a copy of the report that the agency prepared titled “Moving from Exclusion to Belonging.” He noted that immigration might be a good topic for a future Community Dialogue.

Elaine Carnahan – asked that staff distribute a copy of an article titled “A Change of Heart: Discussions that Encounter.”

Julie B. Williams – said that she recently watched a touching video of a child who had bullied another student, but then felt bad about it and started an anti-bullying group at their school. She indicated it might be able to be used as part of the Community Dialogue on bullying.

Cory Springhorn – indicated that he had attended the State League of Human Rights event in Brooklyn Center where winners and honorable mention recipients from the essay contest were recognized. He noted that it was a good event and that Shoreview’s current essay contest winner, Kaitlin Manning, was in attendance. He also noted that Shoreview does not have a current representative designated to the Minnesota State League.

ADJOURNMENT

There being no further business before the Commission, Williams moved, seconded by Hodkinson, that the meeting be adjourned at 8:20 pm.

**SHOREVIEW ECONOMIC DEVELOPMENT AUTHORITY
MEETING MINUTES
June 16, 2014**

CALL TO ORDER

President Ben Withhart called the meeting to order on June 16, 2014, at 5:00 p.m.

ROLL CALL

The following members were present: President Ben Withhart and Board Members Sue Denkinger, Emy Johnson, Gene Marsh and Terry Quigley.

Also attending:

Tom Simonson	Assistant City Manager/Community Development Director
Nikki Hill	Economic Development and Planning Tech
Kirstin Barsness	Barsness Consulting Services

APPROVAL OF AGENDA

The agenda was accepted as submitted.

APPROVAL OF MINUTES

MOTION: by Denkinger, seconded by Quigley to approve the May 5, 2014 meeting minutes, as submitted.

VOTE: Ayes - 5 Nays - 0

FINANCES AND BUDGET

Monthly Financial Reports/Approval Claims and Purchases

Simonson stated that all fund balances are tracking as projected in the three funds: EDA, HRA and Home Loans. Bills through April 30, 2014 are submitted for approval.

MOTION: by Marsh, seconded by Johnson, to approve the monthly EDA Financial Reports through April 30, 2014 and the following payment of claims and purchases:

- | | | | |
|----|--|----------|----------|
| 1. | Community Reinvestment Fund
(15 Loans/Monthly Service Fee) (Date Paid: 4/24/14) | \$90.00 | Fund 307 |
| 2. | Bradley & Deike, PA (Midland Plaza) -
(Date Paid: 4/03/14) | \$430.00 | Fund 240 |
| 3. | Allen, Deanne (EDA Minutes - 3/2014)
(Date Paid: 4/3/14) | \$200.00 | Fund 240 |

- | | | | |
|----|--|----------|----------|
| 4. | Barsness, Kirstin (TIF Consulting)
(Date Paid: 4/3/14) | \$525.00 | Fund 240 |
| 5. | Bradley & Deike, PA (General TIF Consulting)
(Date Paid: 4/21/14) | \$340.00 | Fund 240 |
| 6. | Allen, Deanne (EDA Minutes - 4/21/14)
(Date Paid: 4/3/14) | \$200.00 | Fund 240 |

VOTE: Ayes - 5 Nays - 0

GENERAL BUSINESS

GENE MARSH RESIGNATION/PROCESS FOR APPOINTING NEW MEMBER

Board Member Marsh is moving out of the City of Shoreview but has agreed to serve on the EDA until a replacement can be named. Simonson stated that the EDA at-large position will be advertised along with the two vacant positions on the Economic Development Commission (EDC) created by the resignations of Dave Lukowitz and Gene Marsh. The positions are appointed by the City Council with consideration of recommendations by the EDA and EDC, respectively. Marsh’s term is up for re-appointment this year, and it would be staff’s recommendation that the appointment be made for a new full term, not just the remainder of his current term.

Johnson commended Board Member Marsh for his commitment and hard work serving the EDA and EDC. Other EDA members concurred and thanked Gene for his contributions to the community and board.

SPECIAL TIF AUTHORITY

Marketing Strategy for Business Retention and Expansion

Simonson provided an overview of the proposed strategies relating to the use of tax increment financing, especially as it relates to the recent special legislation approved for Shoreview. In the next five years the City is allowed to create up to three Economic Development TIF Districts for a period of 12 years. Staff will be communicating with Ramsey County on flexibility regarding the official certification date for TIF District No. 1, which was created in the late 1980s. For the first two years of the life of TIF District No. 1, there was only a small amount of increment generated. The law now allows creation dates for TIF districts to begin when the full increment is being realized, as determined by the city. The City has understood that district expires in 2014, but the House Research Division records showed it expiring in 2016 when assisting with drafting the special legislation. The City is gathering historical information and will be talking with Ramsey County to see if the 2016 date can be used. That would allow two additional years of revenue to be captured and utilized for economic development and business retention.

Barsness added that according to the statute, Ramsey County has the administrative authority to make that decision.

Simonson stated that discussions regarding special TIF Districts to aid company expansion will begin with the following targeted: Westinghouse, Land 'O Lakes, Thorax (medical devices), and PaR Systems. The Shoreview Corporate Center and Children's Hospital locations are also being considered as potential candidates if a project can be identified.

Establishment of BRE Fund (Purpose and Seeding Options)

Simonson stated that a second major provision under special TIF legislation is the ability for the City to create a BRE Fund for business retention. The City is allowed to pool funds from other TIF Districts plus 20% from any new district created. This money could then be used to provide loans to qualifying businesses for expansion and addition of jobs. In 2010 and 2011, when the legislature granted temporary TIF authority, the Advantage Shoreview Business Loan Program was created but never utilized. Staff is recommending that if the EDA wants to set up a BRE Fund, the guidelines of the Advantage Shoreview Business Loan Program could be updated and used. BRE Fund monies could be used for any project and not restricted to TIF projects or districts.

Simonson said there are pros and cons to both a special BRE fund or retaining a tax increment district fund, and he would recommend maintaining a diverse or balanced approach to the funding resources so allow the greatest flexibility to the City for achieving goals.

Barsness said that the pre-1990 rules governing TIF District 1 funds allows for a wide range of uses including housing. Simonson pointed out that TIF 1 was the funding source for the home improvement loan program and assisted with the financing for the Lakeview Terrace project.

Barsness noted that tax increment cannot be used for business loans, whereas a new BRE fund could provide loans to assist with business expansions including purchase, capital investments, job training, etc.

Withhart stated that the BRE Fund should be structured so that the City is not the only financier, but one of a number of supporters that, with additional City funding, make the project happen. Simonson said the original guidelines had a maximum loan of 30% of the total project, requiring other financing.

Marsh agreed saying that a bank would do the financial analysis.

Barsness stated that anytime TIF money is used, it must be used for public purposes or land acquisition. If TIF money is used for a specific company, the City's involvement is limited to land acquisition, demolition, improvements to the land or infrastructure installment. It has to be used for a project that generates new tax revenue to the City. The BRE Fund allows the ability to pool from other districts or 20% from any of the new districts created. Once pooled, the funds are no longer considered TIF funds and can be used to help with buildings, equipment or any project the City desires. It is important to remember that how funds are used will be reported to the legislature.

Simonson stated that he envisions preserving the majority of TIF District No. 1 dollars in that district and creating a more modest BRE Fund from other districts. Hed Cycling is one that could be helped with a low or zero interest loan to purchase and upgrade a new building. Westinghouse might be another. These expansion projects will not generate a lot of tax increment on their own because of the existing values in place, but assistance could be offered to retain and grow them in Shoreview.

Quigley asked about the Rainbow site and any resources from that area. Simonson responded that there is a balance in that TIF District No. 2 that could be shifted into a BRE Fund.

Barsness stated there is \$165,000 from the Twin City Community Capital Fund, originally from the Minnesota Investment Fund. Simonson stated that the Minnesota Investment Fund is applied to by the City for business expansion. The City received \$175,000 that was put toward the Twin City Community Capital Fund. That fund has dissolved, and those funds have come back to the City and could be put in a BRE Fund.

Barsness stated that the City has an ongoing 25-year annuity from a loan for Lakeview Terrace. That TIF District is unlikely to be held open for 25 years. As that loan is repaid, those funds could be put into a BRE Fund. Simonson added that putting the Lakeview Terrace repayment increment into a BRE Fund will help build up the balance over the 25-year period. Marketing Special TIF Districts will be one of public education to let businesses know this financing tool is available.

Marsh suggested marketing to community banks that could help businesses with good cash flow but do not have much capital. Such loans would be secured with private property, rather than the City holding a lien or mortgage. If a larger lender participated and held a lien, the City would be subordinate to the larger lender. He stated that it will be important for the EDC to understand the program so they are able to talk to businesses about this funding opportunity.

UPDATES AND REPORTS

ECONOMIC DEVELOPMENT COMMISSION

Simonson reported that the EDC will be discussing the BRE Fund at their next meeting as well as future visits. EDC members plan to visit Land O'Lakes. The EDC is discussing visits with businesses that are in an area near each other to promote businesses getting to know each other.

The Business Exchange was very successful with a good turnout and a lot of energy. The *Business Matters* newsletter, initiated by Ms. Hill, is a new business newsletter that will be being well received and will be continued quarterly.

HOARDING PILOT PROJECT

Simonson reported that the policy currently provides for the city to give up to \$1,000 in emergency housing assistance, if an individual meets a certain level need. What is being realized is that emergency housing may not be needed as much as repairs that would allow a person to

remain in the home. He would like to recommend expanding the use of emergency assistance money to include such repairs. It may even include counseling or cleanup.

Withhart stated that each situation is unique. If money is used for assistance, he would like to make it contingent on receiving counseling.

Quigley stated that it is important to make clear who is the owner of the issue. As the City steps up to help, the City becomes a central contact.

Johnson expressed some concern about the expense and Shoreview as an aging community. She noted some risk in identifying the \$1,000 emergency assistance available. She would like to see specific items identified that the \$1,000 could be used for.

Withhart noted that assistance could mean the physical activity of filling a dumpster for an elderly person that cannot do it, even if he/she wanted to. That is also a situation where the City can help.

Simonson stated that there would be an agreement with the City for inspections and follow-up. Before assistance is given, an evaluation is made and counseling would be required with any assistance. It would also be targeted for major cases where the property owner has limited financial means.

The EDA commended staff for developing a comprehensive packet of materials that were used for the recent workshop on hoarding. Ms. Hill noted that the finalized printed material will be made available at City Hall.

HIGHWAY CORRIDORS TRANSITION STUDY

Simonson stated that at the July 14th workshop, a joint meeting will be held with the EDA, Planning Commission and City Council to go over recommendations of the Highway Corridors Transition Area Study and possible policy changes and amendments to the City's Comprehensive Plan.

UPDATE ON SALE/REDEVELOPMENT OF CITY PROPERTY - 3339 VICTORIA

Simonson stated that Moser Builders submitted a plan to the Planning Commission. The matter was tabled for delineation of wetland on the property. The plan will be revisited by the Planning Commission in June and then forwarded to the City Council for approval at the first meeting in July. The purchase agreement for the sale of the City property to Moser Homes will be presented to the EDA at the July meeting for approval.

BUSINESS AND DEVELOPMENT

The City is in discussion with Hed Cycling for possible assistance with the purchase of a nearby second building. The company leases about half of a building located on Chatsworth and Tomlyn behind the Shoreview Mall. The company's bid on the building was based on the

appraised value, which is less than the asking price. Barsness explained that this has created an issue with the loan from the bank. Hed has expressed interest in remaining in Shoreview and the City has offered to help with building needs as they plan for future growth in both revenues and jobs.

DISCUSSION OF STATUS/FUTURE OF RAINBOW FOODS PROPERTY

Simonson stated that the Rainbow site was not part of the purchase by Lunds and Super Valu. Sidal Realty owns the property and is talking to other independent grocers. Simonson said there are questions whether a grocery use is sustainable in the long run because there are already several grocers and the population density may not support another one. Sidal Realty is open to working with the City on redevelopment of the site, if a new grocer cannot be secured. With redevelopment with other uses, it is important to understand that it will be difficult to create tenant spaces within the large box building.

The consultants for the Corridor Study were asked to give possible suggestions. A number of concepts were presented that include a two-story office in the back of the property with retail services toward the front; higher density housing with office/retail services and possible restaurant. All the scenarios show keeping the Dairy Queen.

Johnson asked if the gas station has any interest. Simonson stated that is not known. Sidal Realty had requested contact information indicating they may approach adjacent property owners. The car wash property is the most difficult to negotiate with as it is owned by a large corporate group from Arizona.

ADJOURNMENT

MOTION: by Johnson, seconded by Marsh, to adjourn the meeting at 6:28 p.m.

VOTE: Ayes - 5 Nays - 0

SHOREVIEW ECONOMIC DEVELOPMENT COMMISSION

Meeting Minutes

June 17, 2014

ROLL CALL

Chair Josh Wing called the meeting to order at 7:33 a.m. with the following members present: Sue Denkinger, Jim Gardner, Dave Lukowitz, Gene Marsh, and Jonathan Weinhagen. Members Dave Kroona, Jason Schaller, and Jeff Washburn had excused absences.

Assistant City Manager/Community Development Director Tom Simonson, and Economic Development and Planning Technician Niki Hill were also in attendance.

ACCEPTANCE OF AGENDA

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

Vote: 6 AYES 0 NAYS

APPROVAL OF MINUTES

Commissioner Gardner, seconded by Commissioner Marsh, moved to approve the minutes of May 20, 2014, as written.

Vote: 6 AYES 0 NAYS

ELECTION OF CHAIR AND VICE CHAIR

Commissioner Lukowitz made a motion that Chair Josh Wing maintains his current position and that Sue Denkinger maintain her Vice Chair position.

Simonson discussed the upcoming two vacancies and how the City plans to advertise that position in the near future rather than wait for the end of the year. Current EDC members were encouraged to tell their friends and co-workers.

Commissioner Denkinger wanted to clarify that we will look for EDC members both ways, including the traditional way and through contacting current Shoreview businesses via mail and e-mail.

Chair Wing wanted to know if this would be soliciting specifically for the EDC or if there would be other committees and commissions that would be included. Simonson stated that this would be a posting specific to the Economic Development Commission.

Vice Chair Denkinger mentioned that at a recent visit to her physical therapist they came out with the Business Matters newsletter in hand mentioning that they were not aware she was a member of the EDC and that they enjoyed the publication. Denkinger went on to say that we should look at discussing temporary signage with the businesses, as their business had some issues directing customers. We should look to talk more open about signage and about whether it is in violation or if it is a moot point. Hill said that an article could be included in the next Business Matters that addresses temporary business signage.

INFORMATION EXCHANGE

A. MEMBER SHARING

There was no news shared from the members.

B. STAFF INFORMATION

Recent Council and Planning Commission Actions / Agenda Items

Simonson wanted to update members that County Road E and Victoria is current under construction. It is slated to be closed for two weeks to finalize the crossing so that the City is able to implement a new Quiet Zone which is in response to the increased rail traffic in the community. 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 City is hoping that the Quiet Zone is established by mid-August.

The North-South railroad corridor did receive \$500,000 during the last legislative session so that the improvements to the crossings at North Owasso Boulevard and Jerrold Avenue could be made in order to establish a second Quiet Zone in conjunction with the areas in Little Canada to the south.

Simonson stated that the Legislature awarded \$75,000 towards a Turtle Lake study for possible water augmentation. The study will be conducted in a cooperative agreement between the City and the Home Owners Association.

Recap of Shoreview Business Exchange

Simonson stated that the Business Exchange went well. We had a good turnout including some of our key businesses such as PaR Systems and Deluxe. Matt Kramer, the President of the St Paul Area Chamber sent up a follow-up note telling us how positive the energy was and this is one of the best networking events he's seen from a suburban community. Commissioner Gardner agreed that it was a very positive get together and it had a good turnout.

Simonson reported on several specific discussions with business representatives at the event that indicated potential growth in the coming year or two.

Business Matters Newsletter

Simonson stated that Business Matters was recently sent out and the goal was to send it out quarterly, including adding an e-mail list so that it will get dispersed at larger companies. Chair Wing wanted to know if we have any interested in adding a Business / Development Update or a yearly update from the chair. Vice Chair Denkinger suggested marketing the sign program or have a little section that shows examples of good signage versus bad signage. Wing also suggested we could add relevant Council and Planning Commission Actions.

Economic Development Authority Update

Simonson stated that the EDA met last night. They discussed the new TIF legislation which will go into effect in July and how to market our new program to businesses. Some of the potential options that the new BRE districts might be used for included:

- PaR might be a candidate with possible future expansions.
- Westinghouse will be a front runner as they were an example for the TIF legislation and the creation of the BRE fund.
- Shoreview Corporate Center / Land O' Lakes area could be another target area. The funds could be used to help buy the buildings and/or possibly renovate or rebuild the 1005 Gramsie building that has remained vacant. There was interest in the 4000 Lexington building on the north east corner of Lexington and Gramsie but there are not enough parking spaces to accommodate the potential tenant. The prospective tenant asked about the possibility of permit only parking on Gramsie to help with their needs – which the City is not in favor of. Commissioner Marsh asked if they would be allowed to use the 1005 Gramsie parking area to which Simonson answered no. They would not be able to because of the terms of the lease and the future needs of a tenant in 1005 Gramsie. Chair Wing asked if that area is a targeted redevelopment area. Commissioner Weinhausen mentioned that the other buildings on the north side of the campus have had re-investment to the tune of millions. Wing asked if the 4000 and the 1005 buildings should be knocked down? Simonson stated that the 1005 building is probably a tear down and re-build situation but the 4000 building is the newest in the Campus and is probably not a tear down yet. Vice Chair Denkinger asked if for structured parking in the area if a ramp is what would be considered. Simonson responded that yes, a central ramp would be preferred but it should be triggered by redevelopment since that would be the most likely funding source. Wing stated that the City needs to try to do what they can do as this is still a prime attractive business area.

The special BRE fund that was granted through the special legislation can be funded in many ways to help retain and expand existing businesses. The City is currently in the process of updating the Advantage Shoreview program as a platform. Shifting funds to this BRE fund would allow the TIF funds to be used for Business Loans – which they are not allowed to be used for if they remain as TIF dollars. The City has a balance of \$165,000 from a repaid MIF loan that is restricted for job growth projects and could be transferred into the fund. The special legislation also allows Shoreview to retain

20% of any of the BRE TIF districts created and direct into the BRE fund as well. Member Lukowitz asked if we have many businesses that have looked for business loans. Simonson stated that we haven't had much resources to use toward a loan since the previous temporary legislation expired in 2011. The City was reluctant to market a business loan program without sufficient funds.

Hamline Economic Development Certificate Program

Due to time constraints, a summary of the program Niki Hill is participating in at Hamline University was deferred until the next meeting.

GENERAL BUSINESS

BRE Program Update

Simonson stated that we have looked over our list of BRE visits from throughout the years and while there are still a few businesses that we would like to visit that we haven't been able to yet, we should start to think about re-visiting some of the key businesses in the near future.

- Nardini Fire might be a good one as they are still thinking about expansion.
- Land O' Lakes would be a good visit as they have such a large presence in Shoreview
- Deburring, Inc. has been contacted multiple times and we would still like to try to arrange a visit

One thing we learned from the most recent business visit is that Torax Medical is looking to potentially expand in the near future as some of their products have received FDA approvals. They are looking at expanding from a more Research and Development focus to Commercial by making some of those products in house to get to market faster – with their employment looking to double in the next year. The BRE visit prompted them to think about their future and the need for expansion which they had not done before. It would be an ideal time to expand for them as the Shoreview Business Campus land is now for sale again so they may look at expanding to the north. The CEO is open to the possibility of building a new building.

Simonson said that he would suggest a more thorough discussion of the recent BRE visit summaries be conducted at the next meeting when time allows.

Business and Development News

There has been a lot of interest in the Rainbow Property. Sidal Realty is still talking to other grocers but the fact that it is one of the 9 stores who did not get bought out originally is something to consider. It is a 10 acre site – 4 acres of it are in a wetland area which would not allow for development. Sidal is open to new development and ideas. They welcome the City to approach developers about the site for potential projects. HKGI was contacted and there were 5 initial concepts drawn. These concepts included the Rainbow site and the adjacent properties to the East until you reach Hodgson. Sidal was given the contact information for the owners of the current establishments in the event of a full scale redevelopment. The City will keep working with the property owner on what the options for the site

may be. Commissioner Lukowitz asked what has been the line of Rainbow? Did it operate a good business? Simonson stated that Sidal has been profitable in the lease, which goes through 2015 and Roundy's has committed to pay. As far as the Rainbow store, his impression is that it was well run in the early years but transfers of ownership lead to some diminishing quality of the store operations.

Vice Chair Denkinger stated that a big box store was not that far away and then asked if we need another grocer? Simonson said that the City has received lots of calls asking for another grocer but the biggest question is whether there is sufficient population to support another grocer in a market that already has a number of grocers. Staff will continue to keep the EDC informed as this subject progresses.

ADJOURNMENT

Commissioner Weinhagen, seconded by Vice Chair Denkinger, moved to adjourn the meeting at 8:35 a.m.

Vote: 6 AYES 0 NAYS

**HUMAN RIGHTS COMMISSION
MEETING MINUTES
June 25, 2014**

CALL TO ORDER

Co-Chair Springhorn called the meeting to order at 7:04 pm with the following members present: Cory Springhorn, Lisa Wedell-Ueki, Mary Yee Johnson, Bob Minton, Samuel Abdullai, Richard Bokovoy, and Neha Sethi

Commissioners that were not present: Julie Williams, Mark Hodkinson, and Elaine Carnahan

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

APPROVAL OF MINUTES

Wedell-Ueki moved, seconded by Minton, approval of the May 28, 2014 minutes. Motion was adopted unanimously.

DISCUSSION REGARDING COMMUNITY DIALOGUE

Schwerm indicated that the date and room have been reserved for the Community Dialogue for November 6, 2014. He has received confirmation that the school district will be in attendance. Either Dan Hooverman or John Ward have committed to attending.

There was discussion regarding holding a Planning meeting for the upcoming Community Dialogue where the Commission can discuss the format, how to promote the event, who to reach out to and determine who the audience will be. The consensus was to tentatively schedule the meeting for September 3 at 4:00 p.m. and send out an email to those who may be interested in participating and find out if that date will work. Schwerm indicated that he will take care of finding a room to hold the meeting. He also suggested that the Commission members forward to Rebecca the emails of the contacts they have for the Community Dialogue so she is able to touch base with them regarding the date of the Planning meeting.

OTHER ISSUES

Rebecca Olson passed out a document that Mark Hodkinson asked to be distributed in his absence. The document was a webpage from the Centers for Disease Control and Prevention with the featured topic: Bullying Research- Youth Bullying: What does Research say? At the end of the document are a list of cites/documents that are very good resources.

Cory Springhorn mentioned that the deadline for the parade application for the Slice of Shoreview was coming up. He asked if the members were interested in participating again this year. The consensus was that the Commission felt it would be good to have a presence there, and thought that having youth involved was a good idea. Neha Sethi stated she would talk with members of the Diversity Council at the high school and felt she would be able to get some people who would be willing to participate. She also thought she may be able to get some individuals from the Gay Straight Alliance to participate as well. There was discussion

surrounding using Bob Minton's vehicle in the parade. Rebecca Olson stated that there were two magnetic signs that said 'Human Rights Commission' they could use on either side of the car. Springhorn brought up the idea of contacting past poster contest winners to see if they would be interested in having their posters blown up so they could carry them as they walked in the parade. Schwerm indicated that this may be difficult because school is out and we may not have individual contact information for each student. He stated that he would have Rebecca contact the schools to see if they could track down the winners. Staff would then send out a follow up email to the Commission to give them an update.

Samuel Abdullai – wanted to clarify that at the last meeting Springhorn mentioned that Shoreview did not have a current representative at the League of Minnesota Human Rights. He mentioned that he had campaigned and was elected as a District Director. He served for two years, but was unable to do so any longer due to the amount of travel involved. This was why Shoreview was not represented at the last meeting. He said that any Commissioner can attend the meetings, but in order to have the right to vote, you must be elected at their annual meeting.

Bob Minton – discussed the idea of the Shoreview Human Rights Commission initiative that would involve young people doing interviews and preparing reports with immigrants who have moved into Shoreview. He felt that the findings from these interviews might help identify what the City could do to be more welcoming. He stated he was going to meet with Neha after this meeting to discuss how to get the youth involved. He mentioned that it would be appropriate to hold a training session on how to interview and write a follow up report. Wedell-Ueki stated that the Minnesota History Center is doing a similar program and she said she sent Bob an email with some information that may be helpful. She also said that the Minnesota Humanities Center holds a 1 day class called Absent Narratives that helps bring out an individual's story rather than generalizations of a community. Neha suggested there be a place where residents can go to see these stories of Shoreview –possibly on a blog of some kind.

Lisa Wedell-Ueki – stated that she contacted the Ramsey County Library for research on the history of group homes. Although they did a good job of compiling data, it did not have exactly what she was looking for. She asked Cory Springhorn to look into whether or not ARC had any history on the topic.

Wedell-Ueki also updated the Commission on the information she had received regarding World Aids Day. She contacted the Ramsey County Library and asked what video programming they had that would be appropriate for a family-type audience. She passed around a list of documentaries that the Library has on hand that were available.

Wedell-Ueki brought attention to a sign she saw at the Shoreview Farmer's Market that stated pets were not allowed unless they were "Guide Dogs". She stated that this is not the correct terminology to use as "Guide Dogs" are dogs that are only used for the blind. She stated that the next time the City updates the sign, that the correct terminology to use would be "Service Dog".

ADJOURNMENT

There being no further business before the Commission, Abdullai moved, seconded by Bokovoy, that the meeting be adjourned at 7:45 pm.

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**SHOREVIEW PLANNING COMMISSION
MEETING MINUTES
June 24, 2014**

CALL TO ORDER

Chair Solomonson called the June 24, 2014 Shoreview Planning Commission meeting to order at 7:00 p.m.

ROLL CALL

The following Commissioners were present: Chair Solomonson, Commissioners Ferrington, Proud, Schumer and Thompson.

Commissioner McCool arrived at 7:02 p.m.

Commissioner Peterson was absent.

APPROVAL OF AGENDA

MOTION: by Commissioner Schumer, seconded by Commissioner Thompson to approve the June 24, 2014 Planning Commission meeting agenda as submitted.

VOTE: Ayes - 6 Nays - 0

APPROVAL OF MINUTES

MOTION: by Commissioner Schumer, seconded by Commissioner Ferrington to approve the May 27, 2013 Planning Commission meeting minutes, as submitted.

VOTE: Ayes - 6 Nays - 0

REPORT ON CITY COUNCIL ACTIONS:

City Planner Kathleen Castle reported that the City Council approved the following at its June 16, 2014 meeting:

- Comprehensive Sign Plan for Identi Graphics
- Comprehensive Plan Amendment for Surface Water

OLD BUSINESS

VARIANCE

FILE NO: 2527-14-17
APPLICANT: JOHN & JULIE PEIRSON
LOCATION: 5110 LEXINGTON AVENUE NORTH

Presentation by City Planner Kathleen Castle

Setback variances are requested to build a detached accessory structure. At the last meeting, the Planning Commission tabled this application due to concerns with the size of the structure. The plans have been revised and the structure reduced in size. The variances requested are:

- Exceed the maximum size permitted to build a 484 square foot structure; the maximum allowed is 208 square feet. This is a reduction from the originally proposed 576 square feet.
- Exceed the combined area permitted for all accessory structures on the property from 1200 square feet to 1471 square feet. This is a reduction from the original request of 1563 square feet.
- The setback variance originally requested on Kimberly Lane is no longer needed, as the location of the structure has been changed.

The property is a substandard riparian lot on Turtle Lake and is zoned R1, Detached Residential. It is just under one acre in size. The house is 2,441 square feet and two stories. There is a walkout basement on the lake side and an attached 987 square foot garage. Frontage is on Kimberly Lane, an unimproved public road.

The proposal is to remove an existing concrete slab and build the accessory structure in the same location. Dimensions of the new garage would be 22' x 22' or 484 square feet. An interior upper storage space is 6 feet in height accessible with a pull-down ladder. The design complies with all City requirements.

On lots less than one acre in size, an accessory structure cannot exceed 750 square feet or 75% of the dwelling foundation. The combined area of all accessory structures cannot exceed 1200 square feet or 90% of the dwelling foundation.

The applicant states that practical difficulty exists. The proposed structure is consistent with other lake lots where garages are in the front yard, including the adjacent property to the north at 5114 Lexington Avenue. There will be minimal impact to the neighborhood because of the characteristics of lake lots and adjoining properties and because Kimberly Lane is an unimproved public road. The subject property is an oversized lot of 0.77 acre so that a structure of this size would not detract from the existing home or neighborhood. The property previously had a detached accessory structure, which was removed due to disrepair.

Staff agrees that there is practical difficulty. A detached garage is a reasonable use on this oversized lakeshore property. The total square footage of all accessory structures would be 60% of the dwelling foundations area. The property is unique due to its lakeshore frontage and shared driveway access on the unimproved Kimberly Lane. The property is larger than the minimum required for riparian parcels. There is screening to minimize impact to neighbors.

One written comment was received. Staff is recommending approval of the proposal subject to the conditions listed in the staff report.

Commissioner McCool noted that the previous accessory structures were removed when the home was built because of the size of the attached garage. He asked what size a lot would be that would allow accessory structures that exceed the limit. Ms. Castle explained that when a lot that is one acre or more, there is more leniency in granting additional square footage for accessory structures through the conditional use permit process.

Commissioner Ferrington asked for clarification of the revised regulations to accessory structures in 2006. Ms. Castle stated that the regulations were revised to be more restrictive due to visual impacts on neighborhoods. The regulations are based on the size of the property and size of the dwelling unit. Commissioner Ferrington added that the accessory structure cannot be the dominant feature or structure on the property.

Chair Solomonson suggested that as a property is larger approaching one acre, the application possibly should be for a conditional use permit. He asked if the conditions for the variance are similar to those for a conditional use permit. Ms. Castle stated that conditions for a conditional use permit include screening, exterior design and setbacks. There is no mention of setbacks in the conditions for this application because the setbacks exceed what is required.

Chair Solomonson suggested a future workshop discussion regarding using variances or conditional use permits for larger lots.

Mrs. Peirson stated that after hearing the Commission's concerns, the plan was changed to reduce the size, change the alignment of the garage and put in the drop-down stairway. They tried to eliminate any variance not needed.

MOTION: by Commissioner Proud, seconded by Commissioner Thompson to adopt the attached Resolution 14-31, including findings of fact, permitting the construction of 484 square foot detached accessory structure for John and Julie Pierson on their property at 5110 Lexington Avenue North. Said approval is subject to the following conditions:

1. The project must be completed in accordance with the plans submitted as part of the Variance application. Any significant changes to these plans, as determined by the City Planner, will require review and approval by the Planning Commission.
2. This approval will expire after one year if a building permit has not been issued and work has not begun on the project.
3. This approval is subject to a 5-day appeal period. Once the appeal period expires, a building permit may be issued for the proposed project. A building permit must be obtained before any construction activity begins.
4. The exterior design and construction of the structure must comply with Section 205.082 (5e), Exterior Design and Construction.
5. Use of the accessory structure shall be for personal use only and no commercial use or commercial related storage is permitted.

Said approval is based on the following findings of fact:

1. *Reasonable Manner. The property owner proposes to use the property in a reasonable manner not permitted by the Shoreview Development Regulations.*

A variance is needed to allow the proposed structure to exceed the maximum area permitted which is 150 square feet. On this property, a detached accessory structure of up to 150 square feet is permitted with a building permit. A detached accessory structure 150 square feet to 213 square feet in size is permitted with a conditional use permit. The City Code limits the total floor area of all accessory structures to the lesser of 1,200 square feet or 90% of the living area foundation on lots less than one-acre. The attached garage has a floor area of 987 square feet and the proposed detached garage has an area of 484 square feet. The foundation area of the house is 2,441 square feet. The proposed 1,471 square feet of total accessory floor area is about 60% of the living area foundation. Therefore the home will remain the primary feature of the property.

In Staff's opinion, the variance request to rebuild the garage in the proposed location represents a reasonable use of the property. City Code permits detached garages as an accessory use. By establishing these provisions, the City deems that a detached garage represents a reasonable use of the property provided Code standards are met. Garages, especially in Minnesota, are needed for vehicle parking and storage of normal household equipment and supplies. Additionally, lake lots have the potential to create greater storage needs. Furthermore, the property is significantly larger than the 17,760.99 square foot average lot size for a single family dwelling.

2. *Unique Circumstances. The plight of the property owner is due to circumstances unique to the property not created by the property owner.*

Practical difficulty stems from the uniqueness of the parcel. It is a riparian lake parcel with an easement for a shared driveway with a front lot line that abuts an unimproved platted right of way. The combination of the riparian parcel, location of the parcel along the unimproved right of way, larger square footage of the parcel, and screening that is in place all mitigate the potential impacts of the structure.

3. *Character of Neighborhood. The variance, if granted, will not alter the essential character of the neighborhood.*

Staff believes that the variance will not alter the essential character of the existing neighborhood as the adjacent properties are riparian and as such there are other detached garages and accessory structures located in the front of the lot. The proposed garage would match the architectural style of the current home and similar setback of accessory structures on adjacent properties.

VOTE: Ayes - 6 Nays - 0

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MINOR SUBDIVISION/VARIANCE

FILE NO: 2530-14-20
APPLICANT: MOSER BUILDERS
LOCATION: 3339 VICTORIA STREET NORTH

Presentation by City Planner Kathleen Castle

This application is to divide the property into two parcels for single-family residential development. A variance is requested to exceed the maximum 67.5 foot setback permitted from the front property line. The setback for Parcel 1 would be 255.4 feet and for Parcel 2, 272.1 feet. The application was tabled at the last Planning Commission meeting in order to obtain a wetland delineation on the property. The two parcels requested do comply with subdivision and lot standards for R1 zoning. The building pads comply with the 944.6 elevation for high water.

The property consists of 1.5 acres with a lot width of 91.17 feet at Victoria Street. The property is a key lot that abuts the rear lot line of homes to the north. All previous structures have been removed. The zoning is R1, Detached Residential. The wetland is located in the northwest and southwest corners of the property.

Since the last review of the application, it was determined that the building pads encroached into the wetland. They have been shifted to the east. There is a 16.5 foot buffer to the wetland on Parcel 1 and a 10-foot buffer on Parcel 2. The proposed buffers have been reviewed by the City Engineer and are acceptable based on the function of the wetland. Storm water would be directed to wetlands on the site and towards the front lot line retaining historical drainage patterns. Impervious surface coverage is in compliance. For these reasons, the City Engineer is not requiring surface water calculations.

One driveway entrance provides access off Victoria and will split for Parcels 1 and 2. Any landmark trees that are removed must be replaced on a 2 to 1 ratio.

The applicant states that practical difficulty is present with the unique configuration of the property being narrower toward Victoria Street. The proposed building pad locations are based on lot characteristics. Variable setbacks are found in the neighborhood. There is no adverse impact to the neighborhood. Development of this property with two new residential homes is its highest and best use.

Notices were sent to property owners within 350 feet of the site. Written and oral comments were received regarding concerns about site conditions, surface water, wetland impacts, suitability for development, landscape screening/fencing, and the assertion that practical difficulty is not present.

Staff finds that practical difficulty is present. The subdivision is a reasonable for this oversized lot and complies with City standards. There are unique circumstances with the odd lot configuration and the buildable area toward the rear of the property. Staff is recommending

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approval of the variance and that the subdivision be forwarded to the City Council for approval. Conditions of approval include wetland buffers, a tree plan and landscaping and screening.

Commissioner Ferrington noted that one resident cites Ramsey County information that this parcel is 0.9 acre. Ms. Castle stated that both the developer and the City have had the property surveyed and both surveys find the property to be 1.5 acres.

Chair Solomonson asked how the wetland functions. Ms. Castle explained that surface water flows to the wetland. Any overflow goes into Lake Judy. The wetland is at an elevation of 942.6.

Commissioner Ferrington asked what portion of the building pad will be used for the new homes. Mr. Moser stated that it is difficult to say how much of the building pad will be used for the homes because he is a custom home builder. In general, the building pads are larger than the footprint of the home.

Chair Solomonson opened the discussion to public comment. There was none.

Commissioner McCool stated that he is concerned about the character of the neighborhood due to the large setbacks. However, he does believe the proposal is reasonable for the size and configuration of the lot.

Commissioner Proud added that this development adds openness to the neighborhood. He does not believe it is inconsistent to have the homes located at the rear. It gives a less congested appearance.

Commissioner Ferrington stated that this is a creative solution to the property. It would look better if the driveway was split further into the property, not at the beginning.

MOTION: by Commissioner Ferrington, seconded by Commissioner Proud to approve the minor subdivision and adopt Resolution 14-40, subject to five conditions and 11 minor subdivision conditions; the approval is based on the five findings.

To recommend the City Council approve minor subdivision and to adopt Resolution 14-40 approving the variance requests submitted by Moser Homes, Inc. to divide the property at 3339 Victoria Street into two parcels for single-family residential development and exceed the maximum building setback permitted from the front property line. Said approval is subject to the following conditions:

Variance

1. Said approval is contingent upon approval of the Minor Subdivision by the City Council.
2. The project shall be constructed in accordance with the submitted plans. Any significant change to the plan, as determined by the City Planner, shall require review and approval of the Planning Commission.
3. This approval will expire after one year if the minor subdivision has not been recorded.
4. The project is subject to the terms of the Development Agreement for the property.

5. The approval is subject to a 5-day appeal period.

Minor Subdivision

1. The minor subdivision shall be in accordance with the plans submitted.
2. For Parcel 2, a Public Recreation Use Dedication fee as required by Section 204.020 of the Development Regulations before the City endorses the deed to create Parcel B. The fee will be 4% of the fair market value of the property.
3. Public drainage and utility easements shall be dedicated to the City as required by the Public Works Director. The applicant shall be responsible for providing legal descriptions for all required easements. Easements shall be conveyed before the City will endorse deeds for recording.
4. The applicant shall enter into a Subdivision Agreement with the City. This agreement shall be executed prior to the City's release of the deeds for recording. A Development Agreement will also be required for the construction of a new home on each parcel.
5. Municipal water and sanitary sewer service shall be provided to both parcels. The cost of connection and SAC fees, together with permit charges, will be due with the building permit.
6. Driveways and all other work within the Victoria Street right-of-way are subject to the permitting authority of the City of Shoreview and Ramsey County.
7. A tree protection, removal and replacement plan shall be submitted prior to issuance of a building permit (including the demolition permit). The approved plan shall be implemented prior to the commencement of work on the property and maintained during the period of construction. The protection plan shall include wood chips and protective fencing at the drip line of the retained trees.
8. An erosion control plan shall be submitted with the building permit application for each parcel and implemented during the construction of the new residence.
9. A final site-grading and drainage plan shall be submitted and approved by the City Engineer prior to issuance of a building permit.
10. The wetland/wetland buffer shall be identified by signage. A 16.5-foot wetland buffer shall be established on Parcel 1. A wetland buffer shall also be established on Parcel 2 ranging from in width from 10 feet to 16.5 feet..
11. This approval shall expire after one year if the subdivision has not been recorded with Ramsey County

Said approval is based on the following findings of fact:

1. The subdivision is consistent with the policies of the Comprehensive Plan regarding land use and housing.
2. The subdivision will provide opportunity for new housing in the community consistent with the City's housing goals.
3. The proposed lots conform to the adopted City standards for the R1, Detached Residential Zoning District.
4. Municipal water and sanitary sewer service are available for each proposed parcel.
5. Practical difficulty is present as indicated in Resolution 14-40 approving variances to increase the maximum building setback permitted from a front property line, for Parcel 1 and 2.

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Chair Solomonson opened the public hearing. There were no comments.

MOTION: by Commissioner Schumer, seconded by Commissioner Ferrington to close the public hearing.

VOTE: Ayes - 6 Nays - 0

MOTION: by Commissioner Schumer, seconded by Commissioner Thompson to recommend the City Council approve the Conditional Use Permit application submitted by Rick and Catherine Schuett, 3469 Harriet Court, to construct a 77.25 sq. ft. detached accessory structure (gazebo) on their property. The Conditional Use Permit authorizes 157.25 square feet of total floor area for the two detached accessory structures, subject to the following conditions:

1. The project must be completed in accordance with the plans submitted with the applications. Any significant changes to these plans, as determined by the City Planner, will require review and approval by the Planning Commission.
2. The design of the gazebo shall be consistent with the plans submitted. The gazebo shall be stained within one year of completion.
3. The applicant shall obtain a building permit for the structure. The structure shall comply with the Building Code standards.
4. The structure shall be used for recreational and leisure use consistent with the residential use of the property.
5. The structure shall not be used in any way for commercial purposes.

Said approval is based on the following findings of fact:

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

VOTE: Ayes - 6 Nays - 0

MISCELLANEOUS

City Council Meeting Assignments

Chair Solomonson and Commissioner McCool will respectively attend the July 7, 2014 and July

DRAFT

21, 2014 City Council meetings.

Joint Workshop

The Planning Commission will meet jointly with the City Council and Economic Development Authority on July 14, 2014, to discuss the Highway Corridor Transition Study.

ADJOURNMENT

MOTION: by Commissioner Schumer, seconded by Commissioner McCool to adjourn the meeting at 8:05 p.m.

VOTE: Ayes - 6 Nays - 0

ATTEST:

Kathleen Castle
City Planner

Memorandum

To: Mayor and City Council Members
Cc: City Manager
From: Tom Simonson
Assistant City Manager and Community Development Director
Date: July 18, 2014
Re: Monthly Report
- Administration Department
- Community Development Department

Planning and Zoning

Planning Commission – The Planning Commission will hold their regular meeting on July 22nd. Six applications are on the agenda including two wireless telecommunication facility permits for AT&T. Other requests include a site and building plan review for improvements at the Union Gospel Mission property, and three residential related applications.

Highway Corridor Transition Study – A joint meeting with the City Council, Economic Development Authority and Planning Commission was held on July 14th, where the planning consulting firm HKGI presented implementation strategies and financial tools for the study areas. The discussion focused on what role the City should play in some of these redevelopment areas. The next step is the preparation of the final study document, which will be presented to the City Council within the next few months. Outcomes of the study and strategies will eventually lead to developing updated and new land use policies in the Comprehensive Plan and involve a public review process.

Railroad Quiet Zones – In follow-up to the funding approved by the Legislature to establish a quiet zone for the north-south railroad corridor, City staff has met with engineering consultants SEH, Inc. and the City of Little Canada to review the process and needed improvements for the North Owasso Boulevard and Jerrold Avenue crossings. The existing agreement with SEH, Inc. has been amended to include work associated with establishing a quiet zone for this north-south corridor. The east-west rail corridor through the Lexington Avenue and Victoria Street intersections will be designated a quiet zone area later this summer.

Rondo Community Land Trust – The Rondo Community Land Trust will be submitting an application to the Minnesota Housing Finance Agency through the Community Land Trust Impact Fund seeking financial assistance to acquire up to two homes in Shoreview. Rondo is seeking \$200,000 through this program, which would then be matched by Ramsey County. Funding through this program will enable Rondo to write down the cost of the property, thereby increasing affordability to low and moderate income families. Rondo has asked the City to assist in the preparation of this application by providing information regarding housing and employment.

Economic Development

EDA and EDC Openings – As announced recently, Economic Development Authority and Economic Development Commission member Gene Marsh submitted his resignation, as he and his family will be moving out of Shoreview. Gene has generously offered to remain on the board until a new person can be appointed. Long-time EDC member Dave Lukowitz also announced his resignation after the August meeting, as he will have served for 20 years.

Staff drafted a press release for the local newspapers and has posted an announcement on the City's website that we are seeking applicants for both the EDA (one position) and EDC (two positions). Applications are due by August 15th, and the City will also be sending out a notice to our businesses. A copy of the press release is attached.

Shoreview Business Exchange – The Economic Development Commission and City Council hosted a Shoreview Business Exchange event in June at the Hilton Garden Inn. About 25 people attended the social networking event representing 16 companies, including several new to the community. Staff discussed the results of the event with the EDC and is following up on any actions resulting from the interaction with businesses. The networking event is held twice a year as a way for the City to build on relationships with the local business community. The EDC is also discussing possible topics for hosting a special small business workshop for later this year.

Shoreview Business Matters Newsletter – The first issue of the new *Business Matters* newsletter was distributed in June. *Business Matters* will be published quarterly to our business community, and will include spotlight articles featuring local businesses as well as development updates and other information/resources of interest to our businesses. The City hopes to build an email database of subscribers to the newsletter to reach a wider audience, especially at our larger companies. The next issue will be planned for September. Please let staff know if you have any suggestions for news articles or how we can improve the format.

Special TIF Legislation – The City was successful in getting legislation passed giving 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. Shoreview is also allowed to create a special BRE fund from both existing and future tax increment resources that can be used to assist local businesses with expansions for job creation. The City would have this special authority as a pilot program for a period of 5 years.

In general, the BRE Fund would be used to provide loans to qualifying businesses looking to expand and create jobs. The EDA may recall the adoption of a business loan policy called *Advantage Shoreview Business Partnership Loan Program* several years ago as a response to temporary uses of tax increment by the Legislature to stimulate job growth in Minnesota. Staff foresees the *Advantage Shoreview* guidelines being amended and updated to match the goals of the BRE Fund.

As part of the Special Legislation for a new BRE Tax Increment District, the City of Shoreview has the ability to create a new BRE Fund. This fund is a separate entity from the BRE Tax Increment District. Under the Special Legislation Statute, the City can create up to three (3) BRE Tax Increment Districts where 20% of the increment collected (pooled) can be receipted in the BRE Fund.

The advantages of the special BRE fund are significant. Unlike when a City uses tax increment, the revenues in the BRE Fund can be used for costs that are not limited to "TIF eligible" expenditures and

reimbursements. Whereas, TIF proceeds can only be used for public infrastructure, site improvements, and land acquisition; the BRE Fund revenues are considered non-TIF dollars and can be used for building construction, private improvements and other private capital expenditures. Also under TIF law, cities are not allowed to use TIF revenues to make loans to private enterprise, but with the BRE Fund this would not be restricted. In other words, the City could provide negotiated loans to local businesses in support of retention, expansion and job growth.

The EDA discussed the concept of establishing a BRE fund as allowed under the City's legislative authority, including the pros and cons of this fund option as an additional financing tool to assist with business retention and expansion versus retaining existing tax increment fund resources. There was strong EDA support in establishing a special BRE Fund, as allowed through the special legislation. The EDA has now begun to review options to seed the fund through tax increment and other potential resources. The level of funding will directly relate to the specific purpose and guidelines of the BRE Fund.

The EDA will be continuing their review of developing a new BRE fund for business growth and will provide more details to the City Council as they become available.

Development Updates

- **City and County Credit Union** – Site grading and building construction has begun on the new City and County Credit Union branch facility at 1001 Red Fox Road (the final phase of the Red Fox Retail development). The property is located at the east end of Red Fox Road near the Island Lake Golf Course, just east of the Red Fox Retail Center. The building should be completed by late fall of this year. Mayor Martin participated in a ground breaking ceremony for the credit union on June 24th.



- **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. Staff continues to receive complaints regarding the construction hours of operation, noise, and parking. Pulte has indicated that the overall project has taken longer than expected due to buried debris discovered that was not disclosed, wet soils and heavy rain. They also encountered difficulty with the sewer connection due to a high water table. Curbing for the streets has been poured and they are planning on paving the streets this weekend. According to Pulte Homes, there has been very strong interest and the project is expected to build-out 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 building, accessory structures and detached single family home have been

demolished. Site preparation for the senior housing complex is now underway in earnest. Construction of the footings and foundation work will commence soon.

Lakeview Terrace Apartments project construction is now progressing rapidly with the goal of completing the project by the end of August. 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 upgrade to the railroad crossing at Victoria Street and County Road E has been completed. Staff is working with the developer on providing the necessary documentation to the Metropolitan Council for reimbursement through the Livable Communities Grant that was awarded for the project.



Housing and Code Enforcement Activity

Rental Licensing – There have been 577 General Dwelling Unit rental licenses (GDUs are single-family homes, townhouses, condominiums) issued so far for the 2014 licensing year – a record number of licenses since the program was established in 2003.

Inspections of all eight Multi-Family Unit complexes (MFUs are general rental and senior apartment buildings) have been completed for this year. 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 in late April and will be geographically scheduled by neighborhood throughout the City and performed every other week into the fall. So far 135 inspections have been conducted of the approximately 290 GDU rental homes that will be inspected in 2014.

Code Enforcement – There were 15 new code enforcement cases opened in the past month. The table below summarizes the status of code enforcement activity:

Year	Total Cases	Cases Open	Cases Closed
2014	110	75	35
2013	159	48	111

There were fewer tall grass/weeds complaints this past month, with only a few new cases being reported and two of those cases going to City Council for abatement authorization. Another 26 of the 110 cases so far this year were complaints from a property owner as part of a planning application in the Edgetown Acres neighborhood. Staff is still following up with six homeowners in Edgetown Acres who remain non-compliant.

City and Lake Johanna Fire Department Staff are also continuing to work with three homeowners who were previously notified of property maintenance, housing and fire code violations and required to enter 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.

A homeowner who recently signed a compliance agreement with the City successfully brought the interior of their home in compliance with the City's Housing Codes on their own based on a specific schedule of compliance dates. Staff also linked this homeowner up with a group of volunteers from Edina Realty that cleaned up the yard and did some minor repairs on the exterior of the home in June (photo on right). City Staff and Lake Johanna Fire Department will continue to monitor conditions inside the home to ensure compliance with the City's Housing Codes and Fire Codes.



Staff received complaints about a resident in an attached housing unit (townhome) from a neighbor concerned about hoarding conditions within the home. City Staff, Lake Johanna Fire Department and a County Social Services worker made contact with the resident, conducted an inspection and then the resident executed a compliance agreement with the City. The homeowner agreed to have a contractor abate the conditions inside of the home and the costs assessed to their property taxes. The cleanout of the home was a success and City staff along with Lake Johanna Fire personnel will continue to monitor the property long term to ensure compliance.

The Hoarding Project, in a pilot initiative with the City of Shoreview, has started to hold support group sessions here at City Hall. Residents who have entered into compliance abatement agreements with the City have been encouraged to attend.

Study of Housing Needs/Demographic Trends for Twin Cities

Two weeks ago, the Metropolitan Council Housing Policy Plan Work Group heard a presentation by Dr. Chris Nelson from the University of Utah, who presented a study on housing needs and demographic trends of the Twin Cities metropolitan area. The presentation highlighted trends, and the need for policies to reflect demographic changes.

One key aspect of the gradual change in demographics over the next several decades is the increase in the number of people of color, which is projected to become the 'new majority' in the United States after 2043, meaning over fifty percent of the population will be people of color and less than fifty percent will be white and non-Latino. Nelson noted how in the central counties of Hennepin and Ramsey, the 'new majority' will account for 100 percent of population growth from 2010-2040, and 99 percent of the growth in the seven county metro area. The forecast for the new majority of people of color in our region is projected to come after 2050.

In addition to this demographic shift, the study showed the region will see an increase in the number of seniors with households aged 65 and over making up 74 percent of the total household change in

the seven-county metropolitan area. Dr. Nelson highlighted that many seniors will be willing to sell their homes, but the market will see a lack of buyers. Furthermore, his study indicated the number of those deciding to live alone, no matter the age, will make up nearly 40 percent of new growth.

These trends are predicted to have a significant impact on future housing, and Dr. Nelson reiterated the need for redevelopment of existing spaces and potential for existing owner occupied homes changing to rentals. By the year 2040, he stated that of the total housing units in the metro area, 58 percent will be owned and 42 percent rented, a big departure of a 70 percent owned and 30 percent rented market in the year 2010. He highlighted the need for flexible development such as senior housing that also meets other needs such as mixed-use, transit oriented, walkable development that millennials have been shown to value.

His study also emphasized that the supply of attached and small lot homes will be less than the demand, whereas large lots may become over-supplied in the decades to come. More people without children will make up households in the metro area.

Lastly, the presentation outlined policy ideas, such as a more active approach to bus rapid transit (BRT), expanding focus to the 13-county region, eliminating certain zoning codes in order to accommodate more density, and more attention to housing types for the population ranges of residents in the region. The complete presentation can be viewed on-line at the following link:

<http://www.metrocouncil.org/Council-Meetings/Committees/Community-Development-Committee/2014/June-16,-2014/presentation.aspx>

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.

Housing Resource Center - NorthMetro City of Shoreview Monthly Status Report

July 1, 2001 - June 30, 2014

	July- '01		Jan- '02		Jan- '03		Jan- '04		Jan- '05		Jan- '06		Jan- '07		Jan- '08		Jan- '09		Jan- '10		Jan- '11		Jan- '12		Jan- '13		Jan- '14		Jan- '14		Dec '14		TOTAL
	43	208	589	168	170	240	275	171	130	271	141	101	152	11	8	11	12	26	26	0	0	0	0	0	0	0	0	0	0	0	0	94	
Number of Calls																																	
MHFA Fix Up Fund/Rehab																																	
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	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	0	0	0	0	1	28
Shoreview Home Improvement Loan																																	
Loan Applications Rec'd													Loan not available	6	5	2	8	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	21
Loans Closed													Loan not available	5	5	1	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	16
Ramsey County Deferred Loan																																	
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	0	0	0	0	0	2	27
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	0	0	0	0	1	18	
Construction Consultation Report																																	
Consultation Phone or Walk-in	5	37	14	57	69	72	123	108	71	108	65	41	117	2	2	5	4	12	9	0	0	0	0	0	0	0	0	0	0	0	0	34	921
Site Visits	0	25	31	51	31	58	88	67	43	78	47	28	91	3	1	2	3	13	8	0	0	0	0	0	0	0	0	0	0	0	30	668	
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	0	0	0	0	117	
Total SERVICES Provided	53	312	698	300	281	379	499	357	253	488	268	179	387	16	12	19	19	51	45	0	0	0	0	0	0	0	0	0	0	162	4,616		

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

	JUNE 2014		TO DATE 2014		JUNE 2013		TO DATE 2013	
	PERMITS	VALUATION	PERMITS	VALUATION	PERMITS	VALUATION	PERMITS	VALUATION
DWELLINGS	1		4	\$882,000	1	\$285,000	3	\$1,610,000
TOWNHOMES			0	\$0			0	\$0
ADDITIONS	3		10	\$301,300	5	\$332,000	19	\$849,200
GARAGES			2	\$28,000	3	\$75,000	3	\$75,000
MISCELLANEOUS	110		367	\$1,767,522	180	\$1,166,502	420	\$2,722,305
APARTMENTS			0	\$0			0	\$0
OFFICES			1	\$1,500,000			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	2		27	\$2,384,239	4	\$508,100	33	\$1,812,851
TOTAL	116	\$0	412	\$6,943,061	193	\$2,366,602	481	\$8,739,356

CC: CITY MANAGER
DIR. COMMUNITY DEV
MAYOR



CITY OF SHOREVIEW

4600 Victoria Street North
Shoreview, MN 55126
www.shoreviewmn.gov

FOR IMMEDIATE RELEASE
July 16, 2014

Contact: Niki Hill
City of Shoreview
651.490.4658
nhill@shoreviewmn.gov

**CITY OF SHOREVIEW SEEKS APPLICANTS FOR
ECONOMIC DEVELOPMENT AUTHORITY
AND
ECONOMIC DEVELOPMENT COMMISSION**

Shoreview EDA Vacancy. The Shoreview City Council is seeking applications from persons interested in serving on the **Shoreview Economic Development Authority (EDA)**. The Economic Development Authority facilitates economic growth by supporting existing businesses, fostering reinvestment in residential neighborhoods and commercial areas, and promotes the creation of new business, employment and housing opportunities in order to sustain and enhance the economic vitality of Shoreview.

The Economic Development Authority is a five-member board that meets the 1st Monday of every month at Shoreview City Hall from 5:00 to 6:30 p.m. The EDA Board consists of three council members and two at-large members from individuals who either work in, own or operate a business in Shoreview or are current residents of Shoreview. Individuals currently serving on another City committee/commission are also eligible to apply.

The Shoreview City Council established the Economic Development Authority as a tool designed to assist the City in meeting its major housing and economic development goals and objectives. As part of a strategic plan, the EDA works closely with the City Council in developing programs and initiatives to expand housing choices, maintain the quality of housing stock, retain and expand existing business, and seek new development to provide jobs and services for the community.

Shoreview EDC Openings. The City Council is also seeking two individuals to serve on the **Shoreview Economic Development Commission (EDC)**. The Economic Development Commission provides guidance and support to the Shoreview City Council, on matters relating to economic development and redevelopment, and promotion of business retention and expansion through business visits, networking events, and other programs. The EDC works closely with the Shoreview Economic Development Authority on economic development and business matters. The overall mission of the EDC is to foster and build stronger relationships between the City and our valued business community.

The Economic Development Commission is a nine-member advisory board that meets the 3rd Tuesday of every month at Shoreview City Hall from 7:30 to 9:00 a.m. During the year, Commission members are also asked to attend several other special meetings with the City Council and/or business related events representing the City of Shoreview and the Economic Development Commission.

Persons interested in serving on the Shoreview Economic Development Authority or the Economic Development Commission must complete an application by visiting the City's website at www.shoreviewmn.gov or by calling 651.490.4658.

→ The application deadline for both the Economic Development Authority position and the Economic Development Commission positions is Friday, August 15, 2014.

Please call 651.490.4658 for more information.

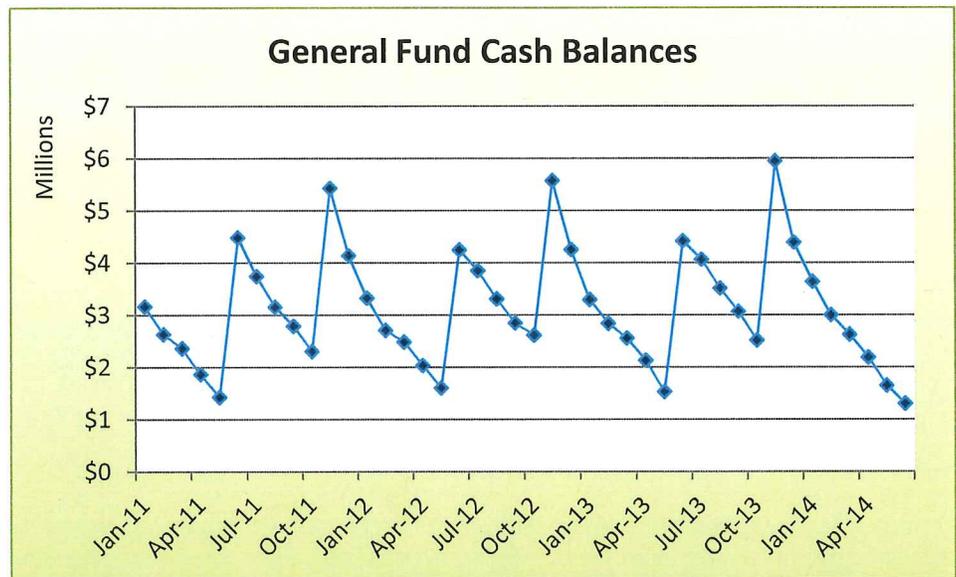
###

TO: Terry Schwerm, City Manager
FROM: Fred Espe, Finance Director
DATE: July 16, 2014
RE: Monthly Finance Report

Property Tax Advance

On June 20 the City received a \$4,156,000 advance on the 2014 property tax and assessment collections. Since the beginning of the year, General Fund cash has dropped from \$4.39 million to about \$1.3 million (as of June 19, before receipt of the advance). This pattern occurs each year because the property tax levy provides about 78% of General Fund

revenues for the year, and is received by the City in June/July and November/December. This timing differs from expenditures, which occur throughout the year. The City's general fund, fund balance policy is designed to provide cash flow protection during the first half of the year, before tax revenues are received.



2015 Budget

The budget process is considerably less formal this year, because we will be considering potential changes to the second year of the two-year budget. Last year the City Council approved a two-year budget (for 2014 and 2015). Staff is currently evaluating the 2015 budget for potential requested revisions. Any changes to the 2015 budget will be handled as a formal budget amendment after the budget hearing in December. A discussion of the preliminary tax levy will occur in August, in time for adoption of the proposed tax levy (per state statutes), and budget workshops will occur in November.

Tax Increment Reporting

Tax increment reporting for the year 2013 is in process and must be complete by August 1.

Monthly Report

The monthly report for June is attached, and a summary of permit revenue to date is provided below.

The table below contains a comparison of total permit revenue through June of each year, and in comparison to the adopted budget. As shown, revenue in 2014 is at 66% of the budget.

	2010	2011	2012	2013	2014
Revenue Received					
Building permits	\$ 89,084	\$ 126,323	\$ 147,041	\$ 112,100	\$ 100,300
Plan check	24,086	41,828	62,162	27,123	27,650
Heating/electric/plumbing	44,595	47,333	78,760	58,638	58,781
Total Revenue	<u>\$ 157,765</u>	<u>\$ 215,484</u>	<u>\$ 287,963</u>	<u>\$ 197,861</u>	<u>\$ 186,731</u>
Percent of budget allowance	63.1%	89.4%	111.6%	72.7%	66.5%
Budget allowance:					
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
Total Budget	<u>\$ 250,000</u>	<u>\$ 241,000</u>	<u>\$ 258,000</u>	<u>\$ 272,000</u>	<u>\$ 281,000</u>

General Fund
For Year 2014 Through The Month Of June

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Property Taxes	6,837,154		6,837,154		
Licenses & Permits	324,500	200,726	123,774	61.86	70.49
Intergovernmental	188,622	113,061	75,561	59.94	44.93
Charges for Services	1,303,110	215,506	1,087,604	16.54	18.95
Fines & Forfeits	52,800	16,425	36,375	31.11	19.46
Interest Earnings	45,000		45,000		
Miscellaneous	26,108	11,429	14,679	43.78	51.18
TOTAL REVENUES	8,777,294	557,147	8,220,147	6.35	6.69
EXPENDITURES					
General Government					
Administration	539,688	225,998	313,690	41.88	47.96
Communications	209,370	84,126	125,244	40.18	52.32
Council & commiss	145,385	82,749	62,636	56.92	60.95
Elections	39,559	16	39,543	.04	
Finance/accounting	559,990	280,840	279,150	50.15	49.78
Human Resources	278,161	113,915	164,246	40.95	42.39
Information systems	334,900	183,488	151,412	54.79	52.99
Legal	120,000	51,272	68,728	42.73	50.02
Total General Government	2,227,053	1,022,404	1,204,649	45.91	49.86
Public Safety					
Emergency services	7,973	2,296	5,677	28.80	32.09
Fire	1,023,220	512,169	511,051	50.05	50.22
Police	1,969,030	945,610	1,023,420	48.02	47.96
Total Public Safety	3,000,223	1,460,075	1,540,148	48.67	48.69
Public Works					
Forestry/nursery	132,243	56,432	75,811	42.67	33.80
Pub Works Adm/Engin	460,442	233,292	227,150	50.67	48.35
Streets	837,694	476,056	361,638	56.83	58.01
Trail mgmt	126,347	79,075	47,272	62.59	68.72
Total Public Works	1,556,726	844,856	711,870	54.27	54.00
Parks and Recreation					
Municipal buildings	127,775	113,489	14,286	88.82	87.60
Park Maintenance	1,200,912	709,163	491,749	59.05	56.94
Park/Recreation Adm	397,368	180,173	217,195	45.34	49.20
Total Parks and Recreation	1,726,055	1,002,825	723,230	58.10	57.77
Community Develop					
Building Inspection	155,715	85,142	70,573	54.68	61.14
Planning/zoning adm	434,522	202,893	231,629	46.69	45.57
Total Community Develop	590,237	288,035	302,202	48.80	49.85

General Fund
For Year 2014 Through The Month Of June

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
Capital Outlay					
Administration		7,748	-7,748		
Total Capital Outlay		7,748	-7,748		
TOTAL EXPENDITURES	9,100,294	4,625,943	4,474,351	50.83	51.71
OTHER					
Transfers In	692,000	80,000	612,000	11.56	11.08
Transfers Out	-369,000	-119,500	-249,500	32.38	28.12
TOTAL OTHER	323,000	-39,500	362,500	-12.23	-54.93
Net change in fund equity		-4,108,296	4,607,296		
Fund equity, beginning		4,303,604			
Fund equity, ending		195,308			
Less invested in capital assets					
Net available fund equity		195,308			

Recycling
For Year 2014 Through The Month Of June

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Intergovernmental	66,000		66,000		
Charges for Services	493,500		493,500		
TOTAL REVENUES	559,500		559,500		
EXPENDITURES					
Public Works					
Recycling	529,569	175,878	353,691	33.21	33.37
Total Public Works	529,569	175,878	353,691	33.21	33.37
TOTAL EXPENDITURES	529,569	175,878	353,691	33.21	33.37
Net change in fund equity	29,931	-175,878	205,809		
Fund equity, beginning		204,983			
Fund equity, ending		29,105			
Less invested in capital assets					
Net available fund equity		29,105			

STD Self Insurance
For Year 2014 Through The Month Of June

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Charges for Services	7,500	3,748	3,752	49.97	50.51
Interest Earnings	450		450		
TOTAL REVENUES	7,950	3,748	4,202	47.14	46.77
EXPENDITURES					
Miscellaneous					
Short-term Disab	8,000	7,250	750	90.63	17.44
Total Miscellaneous	8,000	7,250	750	90.63	17.44
TOTAL EXPENDITURES	8,000	7,250	750	90.63	17.44
Net change in fund equity	-50	-3,502	3,452		
Fund equity, beginning		41,257			
Fund equity, ending		37,755			
Less invested in capital assets					
Net available fund equity		37,755			

Community Center
For Year 2014 Through The Month Of June

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Charges for Services	2,431,850	1,299,035	1,132,815	53.42	55.16
Interest Earnings	8,000		8,000		
Miscellaneous	13,000	400	12,600	3.08	
TOTAL REVENUES	2,452,850	1,299,435	1,153,415	52.98	54.95
EXPENDITURES					
Parks and Recreation					
Community center	2,667,676	1,188,296	1,479,380	44.54	47.84
Total Parks and Recreation	2,667,676	1,188,296	1,479,380	44.54	47.84
TOTAL EXPENDITURES	2,667,676	1,188,296	1,479,380	44.54	47.84
OTHER					
Transfers In	339,000	169,500	169,500	50.00	50.00
TOTAL OTHER	339,000	169,500	169,500	50.00	50.00
Net change in fund equity	124,174	280,639	-156,465		
Fund equity, beginning		1,048,539			
Fund equity, ending		1,329,178			
Less invested in capital assets					
Net available fund equity		1,329,178			

Recreation Programs
For Year 2014 Through The Month Of June

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Charges for Services	1,460,213	736,404	723,809	50.43	49.55
Interest Earnings	4,200		4,200		
Miscellaneous		48	-48		
TOTAL REVENUES	1,464,413	736,452	727,961	50.29	49.39
EXPENDITURES					
Parks and Recreation					
Adult & youth sports	96,256	55,318	40,938	57.47	47.72
Aquatics	151,242	53,953	97,289	35.67	50.73
Community programs	102,662	46,452	56,210	45.25	65.62
Drop-in Child Care	61,751	25,921	35,830	41.98	48.19
Fitness Programs	209,023	92,227	116,796	44.12	46.19
Park/Recreation Adm	387,969	151,336	236,633	39.01	44.93
Preschool Programs	113,540	41,860	71,680	36.87	58.59
Summer Discovery	206,689	57,477	149,212	27.81	27.62
Youth/Teen	36,621	10,940	25,681	29.87	25.63
Total Parks and Recreation	1,365,753	535,484	830,269	39.21	44.83
TOTAL EXPENDITURES	1,365,753	535,484	830,269	39.21	44.83
OTHER					
Transfers In	70,000		70,000		
Transfers Out	-100,000	-50,000	-50,000	50.00	50.00
TOTAL OTHER	-30,000	-50,000	20,000	166.67	400.02
Net change in fund equity	68,660	150,968	17,692		
Fund equity, beginning		761,736			
Fund equity, ending		912,704			
Less invested in capital assets					
Net available fund equity		912,704			

Cable Television
For Year 2014 Through The Month Of June

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Charges for Services	314,000	79,044	234,956	25.17	26.32
Interest Earnings	1,600		1,600		
Miscellaneous	1,200	600	600	50.00	41.67
TOTAL REVENUES	316,800	79,644	237,156	25.14	26.22
EXPENDITURES					
General Government					
Cable television	149,587	90,828	58,759	60.72	56.46
Total General Government	149,587	90,828	58,759	60.72	56.46
Capital Outlay					
Cable television		622	-622		
Total Capital Outlay		622	-622		
TOTAL EXPENDITURES	149,587	91,451	58,136	61.14	82.69
OTHER					
Transfers Out	-160,000	-80,000	-80,000	50.00	49.18
TOTAL OTHER	-160,000	-80,000	-80,000	50.00	49.18
Net change in fund equity	7,213	-91,806	259,019		
Fund equity, beginning		178,180			
Fund equity, ending		86,374			
Less invested in capital assets					
Net available fund equity		86,374			

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

	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	31,093	39,914	43.79	40.57
Total Community Develop	71,007	31,093	39,914	43.79	40.57
TOTAL EXPENDITURES	71,007	31,093	39,914	43.79	40.57
Net change in fund equity	8,993	-31,093	40,086		
Fund equity, beginning		194,964			
Fund equity, ending		163,871			
Less invested in capital assets					
Net available fund equity		163,871			

HRA Programs of EDA
For Year 2014 Through The Month Of June

	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	29,721	51,650	36.53	25.19
Total Community Develop	81,371	29,721	51,650	36.53	25.19
TOTAL EXPENDITURES	81,371	29,721	51,650	36.53	25.19
Net change in fund equity	8,629	-29,721	38,350		
Fund equity, beginning		74,197			
Fund equity, ending		44,476			
Less invested in capital assets					
Net available fund equity		44,476			

Liability Claims
For Year 2014 Through The Month Of June

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Interest Earnings	2,100		2,100		
Miscellaneous	30,000	1,571	28,429	5.24	3.26
TOTAL REVENUES	32,100	1,571	30,529	4.89	3.02
EXPENDITURES					
Miscellaneous					
Insurance Claims	32,000	12,393	19,607	38.73	13.74
Total Miscellaneous	32,000	12,393	19,607	38.73	13.74
TOTAL EXPENDITURES	32,000	12,393	19,607	38.73	13.74
Net change in fund equity	100	-10,822	10,922		
Fund equity, beginning		227,879			
Fund equity, ending		217,057			
Less invested in capital assets					
Net available fund equity		217,057			

Slice SV Event
For Year 2014 Through The Month Of June

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Charges for Services	26,000	22,295	3,705	85.75	86.50
Miscellaneous	32,000	26,325	5,675	82.27	99.19
TOTAL REVENUES	58,000	48,620	9,380	83.83	93.11
EXPENDITURES					
General Government					
Slice of Shoreview	65,735	17,630	48,105	26.82	25.15
Total General Government	65,735	17,630	48,105	26.82	25.15
TOTAL EXPENDITURES	65,735	17,630	48,105	26.82	25.15
OTHER					
Transfers In	10,000		10,000		
TOTAL OTHER	10,000		10,000		
Net change in fund equity	2,265	30,990	-28,725		
Fund equity, beginning		65,817			
Fund equity, ending		96,807			
Less invested in capital assets					
Net available fund equity		96,807			

Water Fund
For Year 2014 Through The Month Of June

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Intergovernmental	12,620	5,995	6,625	47.50	50.94
Utility Charges	2,637,000	919,780	1,717,220	34.88	33.73
Late fees		19,757	-19,757		
Water meters	5,500	1,959	3,541	35.62	136.66
Other prop charges	11,000	5,904	5,096	53.67	168.17
Interest Earnings	34,000	170	33,830	.50	-.44
TOTAL REVENUES	2,700,120	953,565	1,746,555	35.32	34.45
EXPENDITURES					
Proprietary					
Water Operations	1,503,536	693,101	810,435	46.10	42.07
Total Proprietary	1,503,536	693,101	810,435	46.10	42.07
TOTAL EXPENDITURES	1,503,536	693,101	810,435	46.10	42.07
OTHER					
Sale of Asset		189	-189		
Depreciation	-639,000	-319,500	-319,500	50.00	50.00
Transfers Out	-303,000		-303,000		
GO Revenue Bonds	-160,623	-102,518	-58,105	63.83	65.63
TOTAL OTHER	-1,102,623	-421,829	-680,794	38.26	40.18
Net change in fund equity	93,961	-161,366	1,616,537		
Fund equity, beginning		13,327,864			
Fund equity, ending		13,166,498			
Less invested in capital assets		9,427,325			
Net available fund equity		3,739,173			

Sewer Fund
For Year 2014 Through The Month Of June

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Intergovernmental	10,050	4,777	5,273	47.53	50.94
Charges for Services	1,000	124	876	12.43	97.40
Utility Charges	3,816,000	1,860,555	1,955,445	48.76	48.55
Late fees		30,415	-30,415		
Facility/area chgs	4,000	1,749	2,251	43.73	56.44
Other prop charges	2,500	48,500	-46,000	1,940.0	
Interest Earnings	24,000	53	23,947	.22	-.20
TOTAL REVENUES	3,857,550	1,946,174	1,911,376	50.45	49.00
EXPENDITURES					
Proprietary					
Sewer Operations	3,219,590	1,595,547	1,624,044	49.56	49.70
Total Proprietary	3,219,590	1,595,547	1,624,044	49.56	49.70
TOTAL EXPENDITURES	3,219,590	1,595,547	1,624,044	49.56	49.70
OTHER					
Sale of Asset		189	-189		
Depreciation	-330,000	-165,000	-165,000	50.00	50.00
Transfers Out	-181,000		-181,000		
GO Revenue Bonds	-58,177	-34,699	-23,478	59.64	62.29
TOTAL OTHER	-569,177	-199,511	-369,666	35.05	34.40
Net change in fund equity	68,783	151,117	656,622		
Fund equity, beginning		7,478,199			
Fund equity, ending		7,629,316			
Less invested in capital assets		4,725,848			
Net available fund equity		2,903,468			

Surface Water Mgmt
For Year 2014 Through The Month Of June

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Intergovernmental	3,660	1,736	1,924	47.42	50.81
Utility Charges	1,277,000	632,315	644,685	49.52	49.41
Late fees		8,703	-8,703		
Lake Impr Dist chgs	43,577	17,155	26,422	39.37	43.31
Other prop charges	5,000	3,300	1,700	66.00	46.80
Interest Earnings	8,000		8,000		
TOTAL REVENUES	1,337,237	663,209	674,028	49.60	49.53
EXPENDITURES					
Proprietary					
Snail Lake Aug.	27,277	6,608	20,669	24.22	22.75
Surface Water Oper	799,318	358,043	441,275	44.79	50.91
Total Proprietary	826,595	364,651	461,944	44.11	49.77
TOTAL EXPENDITURES	826,595	364,651	461,944	44.11	49.77
OTHER					
Depreciation	-248,000	-124,000	-124,000	50.00	50.00
Transfers Out	-147,000		-147,000		
GO Revenue Bonds	-82,116	-53,198	-28,918	64.78	75.11
TOTAL OTHER	-477,116	-177,198	-299,918	37.14	39.55
Net change in fund equity	33,526	121,360	512,001		
Fund equity, beginning		8,072,695			
Fund equity, ending		8,194,055			
Less invested in capital assets		6,135,855			
Net available fund equity		2,058,200			

Street Light Utility
For Year 2014 Through The Month Of June

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Utility Charges	493,000	242,803	250,197	49.25	49.20
Late fees		3,818	-3,818		
Interest Earnings	2,200		2,200		
Miscellaneous	500	120	380	24.01	
TOTAL REVENUES	495,700	246,741	248,959	49.78	49.66
EXPENDITURES					
Proprietary					
Street lighting	267,491	89,311	178,180	33.39	34.14
Total Proprietary	267,491	89,311	178,180	33.39	34.14
Capital Outlay					
Street lighting		10,501	-10,501		
Total Capital Outlay		10,501	-10,501		
Capital Outlay					
Capital Projects		1,820	-1,820		
Total Capital Outlay		1,820	-1,820		
TOTAL EXPENDITURES	267,491	101,632	165,859	37.99	34.45
OTHER					
Depreciation	-58,000	-29,000	-29,000	50.00	50.00
Transfers Out	-20,400		-20,400		
TOTAL OTHER	-78,400	-29,000	-49,400	36.99	35.82
Net change in fund equity	149,809	116,108	132,501		
Fund equity, beginning		1,163,796			
Fund equity, ending		1,279,904			
Less invested in capital assets		432,561			
Net available fund equity		847,343			

Central Garage Fund
For Year 2014 Through The Month Of June

	Budget	Actual	Variance	Percent YTD	
				This Yr	Last Yr
REVENUES					
Property Taxes	184,000		184,000		
Intergovernmental	83,170	39,357	43,813	47.32	49.88
Cent Garage chgs	1,242,855	1,239,502	3,353	99.73	104.68
Interest Earnings	9,500		9,500		
Miscellaneous		150	-150		
TOTAL REVENUES	1,519,525	1,279,009	240,516	84.17	87.21
EXPENDITURES					
Proprietary					
Central Garage Oper	599,799	310,277	289,522	51.73	45.07
Total Proprietary	599,799	310,277	289,522	51.73	45.07
Capital Outlay					
Central Garage Oper		268,799	-268,799		
Total Capital Outlay		268,799	-268,799		
TOTAL EXPENDITURES	599,799	579,076	20,724	96.54	106.47
OTHER					
Sale of Asset	29,000	53,155	-24,155	183.29	44.82
Transfers In	119,400		119,400		
Depreciation	-660,000	-330,000	-330,000	50.00	50.00
GO CIP Bonds	-238,054	-121,623	-116,432	51.09	50.90
TOTAL OTHER	-749,654	-398,468	-351,187	53.15	65.02
Net change in fund equity	170,072	301,466	761,469		
Fund equity, beginning		4,203,945			
Fund equity, ending		4,505,411			
Less invested in capital assets		3,228,575			
Net available fund equity		1,276,836			

INVESTMENT SCHEDULE BY SECURITY TYPE
AS OF 06-30-14

Seq#	Institution	Type	Term	Purchased	Matures	Principal	Yield
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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 06-30-14

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 06-30-14

Seq#	Institution	Type Term	Purchased	Matures	Principal	Yield
					18,216,927.20	
					1,411,130.48	
					7,037,756.43	
					8,440.39	
					178,847.72	
					2,500.00	
					128,872.62	
					26,984,474.84	

TO: MAYOR, CITY COUNCIL AND CITY MANAGER
FROM: MARK J. MALONEY, PUBLIC WORKS DIRECTOR
DATE: JULY 18, 2014
SUBJ: PUBLIC WORKS MONTHLY REPORT

Railroad Quiet Zones

Shoreview is directly impacted by two CP Rail corridors; the east-west corridor along County Road E and the north-south corridor coming out of St. Paul. The requirements and process associated with the establishment of a quiet zone for the east-west corridor remains on track to be effective in mid August. This past legislative session, both Shoreview and Little Canada were identified to receive State funding to apply toward at-grade railroad crossings for the purpose of facilitating a quiet zone associated with the north-south corridor. Staff from both cities are working with a consultant to identify the process to secure the State funding as well as identify the process for coordinating the necessary improvements with CP Rail.

Grass Lake/Gramsie Road Flooding

The City was required to close Gramsie Road between June 28 and July 16 as a result of flooding from the Grass Lake and adjacent wetlands/low areas. The water elevations in the area were at record highs, and the pedestrian underpass and sections of trails have been unusable and closed for most of the summer. When the flooding reached the driving lanes of Gramsie Road, it was determined for safety purposes to close the roadway (and adjacent trails) and detour traffic. Given the gradual receding of the water levels, and the relatively dry weather forecast, the roadway was reopened this week with a 30 mph warning signs in the area as there was still standing water on the shoulders of the road as of the time of this report. Initial indications are that the roadway foundation/subgrade is significantly damaged from the saturated conditions; we expect to see the need for major repairs in the near future. More will be known after the water levels in area get back to normal.



Crosswalk/Pedestrian Crossings

Department staff recently attended 5-hour training on evaluation of pedestrian crossings, including reviews of relevant State laws and research findings for various pavement marking and signage treatments for both high and low volume roads. We will be reviewing and evaluating all marked crossings of roadways under Shoreview jurisdiction in the context of the recently published Guidebook for the Evaluation of Uncontrolled Pedestrian Crossings – see attached article from the Center for Transportation Studies.

Environmental Services

Shoreview was awarded \$54,000 to fund a water consumption and groundwater awareness project from the Minnesota Environment and Natural Resources Trust Fund (ENRTF) recently by the Legislative-Citizen Commission on Minnesota Resources (LCCMR). Our proposal was one of 152 proposals requesting a total of approximately \$126.3 million – yet only 65 projects were ultimately selected totaling \$45.8 million in available funds. These projects help maintain and enhance Minnesota's environment and natural resources. The ENRTF is made up of approximately 6 cents of every dollar spent on lottery games in Minnesota. Shoreview is one of two cities that were selected.

Our proposed project is an effort to gauge the effectiveness of real time, or at least more timely, reporting of water consumption to water customers. By the time a typical customer sees the impact of their water use, as much as 3 months has passed, and it's difficult to correlate their water use choices to their billing statement. The majority of our project funds (\$50,000) goes to purchasing the gadget needed to show 400 households their water use in real time. It syncs up with the water meters the City installed several years ago. Residents can place the gadget on their countertops or in the laundry room. Overall we may be able to gauge if knowing the quantity of water a household uses will make a difference in groundwater conservation. Staff will be creating our required work plan this summer for all the project details. The Legislature gets the final say next session on funding each project selected by the LCCMR, but we are excited to have made it this far in the extremely competitive grant process.



Forestry staff recently finished another grant project funded by the Minnesota Department of Natural Resources to remove ash trees on public boulevards and replace with native species. 14 households chose to have their boulevard ash removed pre-emptively and 25 diverse native trees were replanted, which included several homes that had to remove ash trees that were positively infested earlier this season. Residents were thrilled to not have to worry about the emerald ash borer and to receive a new tree.

Shoreview's popular emerald ash borer (EAB) Injection Program is now available to both public and private properties to preserve their significant ash trees. The City charges the cost of the chemical to the resident for this service. The injection program is in full swing with about 150 trees treated on private property so far in 2014.

The City recently partnered with the Tree Trust organization to assist in a tree inventory effort citywide. Inventory volunteers are trained and have begun identifying and rating the condition of public and

private trees as part of a stratified random sample of Shoreview. Volunteer teams have until early September to reach assigned areas for data collection.

Forestry inspections continue for diseased trees throughout the City - oak wilt reports are increasing as it is mid-summer when the wilting symptoms become most visible. Staff works with property owners and neighboring properties to minimize the spread.

Clean up day changes for the October 4th Fall date have been finalized. In an effort to streamline the stops each vehicle has to make and due to the availability of these services elsewhere - we will discontinue the charitable donations drop off and possibly the Household Hazardous Waste drop-off as part of our Clean Up Day events. We will publish other options and have postcards available on the day with locations residents can take these items or have them picked up from their household. We will also charge a gate fee as opposed to itemizing each couch, TV, mattress, etc. The charges will be: \$10 cars, \$25 all other vehicles, and \$35 for trailers. We will also note that no oversize loads will be accepted such as moving trucks, boats, hot tubs.

The Environmental Quality Committee is excited to announce the four Green Community Award winners for 2014. Three couples and a townhome association are this year's winners for both energy efforts and water conservation and infiltration projects. The EQC will have a booth at the Slice of Shoreview and have limited their topics to composting, rain barrels, and invasive species. The Committee will be handing out free coupons for a composting kit - available to pick up at City Hall following the Slice event. It will include a compostable bag and a brochure from Ramsey County's new compost/organic drop off program at their Yard Waste Sites.

The City must annually report on all stormwater activities with a public hearing and comment period. Notice of our 2013 Annual Report has been submitted to the newspaper with the public hearing scheduled for July 21st, 2014. Goals and activities of our Surface Water Pollution Prevention Plan (SWPPP) will be reviewed and staff will incorporate any resident feedback into the report and submit to the Minnesota Pollution Control Agency.

Maintenance Activities

Street crews worked hard to finish crack filling and patching in time for areas to be seal coated this summer; the near record rainfall in June set our asphalt preparation work program back. They continue to patch streets from water main break repairs and catch basin repairs. The list of failing catch basins continues to grow because of the wet season we have been experiencing. Streets continue to be swept as time and weather permits. Grass along the trail system continues to be mowed each week and city maintained boulevards are mowed each month of the growing season. Cross walks and pavement markings are being painted on the streets as the weather permits. Sign work is ongoing, replacing and repairing signs as needed.

Utility crews check wells and lift stations as well as the booster station and towers each day. Routine maintenance and repairs are ongoing with all the wells and lift stations. Mowing and trimming at the wells, towers and lift stations is necessary throughout the growing season. They have pulled pumps and cleaned the Reiland Lane lift station and the North Carlson lift station. Crews have been exercising water gate valves and repairing as necessary. As time permits they have been repairing water shut offs/curb boxes. They are jetting/cleaning sewer segments in accordance with the RedZone sanitary sewer line inspections and inventory taken in 2013.

Dan Schreier, Jason Ewell and Joe Kedding attended a one day pump school.

Also Public Works maintenance crews have worked together removing and relocating floating bogs on Snail Lake.

Department of Corrections Crew – The DOC crew continues to start each day by cleaning the maintenance center lunchroom, bathrooms, offices and other common areas. They have been working in support of the parks, streets, utilities and the forestry divisions. Trees ordered through the Annual Tree Sale for Shoreview residents were delivered and the crew helped with planting as needed. They continue to work with the Parks Department maintaining flower beds and vegetation in flower beds around City Hall and the Community Center as well as in the medians along Highway 96 and Lexington Avenue. With the Street Division they removed boulevard trees and trimmed trees after spring storms. As time permits they clean and detail trucks and equipment. Attached is a copy of the quarterly report as provided by the Department of Corrections which details their activities.

Project Updates

Owasso Street Re-alignment, Project 09-12 – The railroad signals and intersection work was completed. The contractor is working on the final restoration of the site and punch list items.

Red Fox Road Reconstruction, Project 12-04 – The contractor has been working on the final restoration of the site and should complete all work for the project by the end of the week.

County Road D Reconstruction, Project 13-01A – The contractor has been working on the final restoration of the site and should complete all work for the project by the end of the week.

Cottage Place Reconstruction, Project 13-01B – All work for the project has been completed.

Water Treatment Plant – Preliminary Design Report – AE2S is currently preparing a design report for City review. City staff will present information from the report to the City Council at the August workshop.

Hanson/Oakridge Neighborhood Reconstruction – Project 14-01 – Xcel energy has started the replacement of the gas lines within the project area. The contractor will move on site and start the replacement of the water main this week.

2014 Street Light Replacements – Project 14-03 – Area 1 – The Bucher/Daniel/Kitkerry area has six new poles and fixtures and restoration is complete. We are waiting for XCEL to connect the power which should be in the next few days. Area 2 – Work on Pascal/Knoll/Pinewood/Arona is scheduled to start Monday July 21st. We will be install 13 new lights in this area. This area should be done in two weeks. Area 3 – The final area, Debra/Maple Pond is scheduled to start August 4th.

2014 Street Seal Coating – Project 14-04 – The street seal coating in Zone 7, southern Shoreview, was completed July 16th and the loose rock is being swept and collected. The contractor will perform a second sweeping tentatively scheduled for the first week of August.

Trail Extension and Rehabilitation – Project 14-05 – The project was awarded to the low bidder at the July 1st Council meeting. A preconstruction conference was held for the project and the contractor plans to start the rehabilitation work on the County Road I trail on Monday, July 21st and start constructing the new Lexington trail on Monday, July 28th.

Highway 96/ Dale Street Utility Repairs – Project 14-07 – Based on the inspection of the sanitary sewer piping and pilings it was determined the sanitary sewer should be abandoned in place and a lift station and force main installed. The authorization for profession services for the design of the lift station was approved at the July 7th Council meeting. The engineering consultant has started the design process for the lift station.

Autumn Meadows Development – Project 14-06 – The developer’s contractor has installed all of the underground utilities, constructed the aggregate road base, and installed the concrete curb and gutter. The base course of asphalt will be installed this week.

REGULAR COUNCIL MEETING
JULY 18, 2014

t/monthly/monthlyreport2014

New guidebook aims to **make pedestrian crossings safer**

Pedestrian crossings are an important feature of the multimodal transportation system, enabling pedestrians and bicyclists to safely access destinations on either side of streets or highways.

To help Minnesota transportation agencies evaluate pedestrian crossings and determine where improvements are warranted, the Minnesota Local Road Research Board funded the

development of a new guidebook for practitioners. The guidebook focuses specifically on uncontrolled pedestrian crossings, which aren't controlled by a stop sign, yield sign, or traffic signal.

The new guidebook recommends when to install marked crosswalks and other enhancements based on a number of factors, including the average daily vehicle count, number of pedestrians, number of lanes, and average vehicle speed. It helps agencies rate a crossing for pedestrian service, and includes a flow chart and several worksheets to assist in data collection and decision making.

Bolton & Menk led the development of the guidebook, based on an evaluation procedure in the 2010 *Highway Capacity Manual*, input from a technical advisory panel, and video data of pedestrian crossings collected by researchers at the U of M's Minnesota Traffic Observatory.

The guidebook is designed around an 11-step evaluation process that engineers can use to evaluate an uncontrolled pedestrian crossing location in a systematic way. Based on the results of the evaluation, users can identify what level of treatment is appropriate for their location, ranging from in-street crossing signs to overhead flashing beacons to traffic calming devices such as curb bump-outs. For each potential treatment option, the guidebook includes information on advantages, disadvantages, recommended locations, and cost.

"The guidebook does a great job of synthesizing three or four other available manuals into one easy-to-use document," says Mitch Bartelt, pavement marking engineer at MnDOT and a member

of the project's technical advisory panel. "It gives engineers one place to go for the information they need when they're trying to decide on the best crossing solution. And because it's Minnesota-specific, it also captures the unique laws that govern pedestrians and crosswalks in our state."

The Minnesota Local Technical Assistance Program (LTAP), a part of CTS, hosted a workshop based on the guidebook on June 5. The workshop provided attendees with an overview of the step-by-step evaluation process. Attendees included city and county engineers, MnDOT staff, and other transportation professionals.

Mark Maloney, public works director for the City of Shoreview and a workshop attendee, says the information presented will be useful for practitioners at the local level.

"It's challenging for local government transportation professionals to consistently apply the definitions and language used in state statutes concerning pedestrians and crosswalks, especially given the emotion that typically accompanies the topic," Maloney says. "The training and the guidebook itself will be especially helpful in guiding fact-based decisions concerning the types and locations of pedestrian crossings on local roadway systems."



READ CATALYST ONLINE

for links to research reports and other resources.

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CENTRAL OFFICE

Contributing to a Safer Minnesota

July 10, 2014

RE: ICWC Quarterly Report

Attached is an overall summary of activities performed by Mike Radziwill's ICWC crew in the City of Shoreview for the quarter of April 1, 2014, through June 30, 2014. The crew worked a total of 42 days at your site. The average crew size was 7.36 men, and they completed 2472 hours of labor for the City of Shoreview. We estimate that the value of their services to your agency to be worth approximately \$24,720.00 if you rate these men at an hourly wage of \$10.00. The crew leader's time is not included in these figures.

If you have any questions, please do not hesitate to contact me at (651) 361-7124.

Sincerely,

Terry Byrne
ICWC District Supervisor

Enclosures

Cc: File
Eddie Miles, Warden, MCF-LL
Mark Maloney- City of Shoreview
Mike Radziwill, ICWC Crew Leader



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STS County Quarterly Report

Group GRLINO87
 Crew Leader Quarterly Project Report: Mike Radzi
 7/2/2014 8:14:13 AM
 Start Date: 04/01/2014 End Date: 06/30/2014

<u># of Offenders Available *</u>	Group Totals	
	Adult	Juvenile
Male	12	0
Female	0	0
<u># of Offenders Completing STS *</u>		
Male	0	0
Female	0	0
<u># of Offenders Exiting STS *</u>		
Male	0	0
Female	0	0

	Crew Leader Totals	
	Adult	Juvenile
Estimated Market Value of Completed Projects:	\$35,200.00	\$0.00
Total Fine Amount Worked Off Through STS: *		
Total Restitution Worked Off: *		
Jail Hours Worked: *		
Average Daily Crew Size:	7.36	
Offenders Days Worked:	42	0

<u>Type of Work Agency Hourly Breakdown</u>	Adult	Juvenile
DNR	0 hrs.	0 hrs.
County	0 hrs.	0 hrs.
City	2472 hrs.	0 hrs.
Township	0 hrs.	0 hrs.
Other State Agencies	0 hrs.	0 hrs.
Federal Government	0 hrs.	0 hrs.

School District	0 hrs.	0 hrs.
Other(Non-Profit)	0 hrs.	0 hrs.
Total Agency Hours Worked:	2472 hrs.	0 hrs.
Value of Hours worked @ 6.00 an hour:	\$14832.00	\$0.00

*** Note: Totals presented reflect the Group as a whole, not Individual CrewChief data.**

Release: v3.00 04/15/2004

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STS Daily Log Report

Group Name: GRLIN087
 Crew Leader Daily Project Report: Mike Radzi
 7/2/2014 8:14:25 AM
 Start Date: 04/01/2014 End Date: 06/30/2014

Date	Location	Activity	Crew Members	Hours Worked	Total Hours
04/01/2014	Shoreview	Cut/Trim Trees	8	8.00	64
04/02/2014	Shoreview	Pick-up Trash	8	8.00	64
04/03/2014	Shoreview	Pick-up Trash	9	8.00	72
04/07/2014	Shoreview	Pick-up Trash	8	8.00	64
04/08/2014	Shoreview	Seeding Grass/Laying Sod	7	8.00	56
04/09/2014	Shoreview	Seeding Grass/Laying Sod	8	8.00	64
04/10/2014	Shoreview	Seeding Grass/Laying Sod	9	8.00	72
04/14/2014	Shoreview	Pick-up Trash	9	8.00	72
04/15/2014	Shoreview	Pick-up Trash	8	8.00	64
04/16/2014	Shoreview	Pick-up Trash	7	8.00	56
04/17/2014	Shoreview	Snow Removal	8	8.00	64
04/22/2014	Shoreview	Cut & Clear Brush	9	8.00	72
04/23/2014	Shoreview	Landscaping/Mowing/Mulching	8	8.00	64
04/24/2014	Shoreview	Debris Removal	7	8.00	56
04/28/2014	Shoreview	Seeding Grass/Laying Sod	9	8.00	72
04/29/2014	Shoreview	Pick-up Trash	9	8.00	72
04/30/2014	Shoreview	Pull weeds	8	8.00	64
05/05/2014	Shoreview	Pull weeds	8	8.00	64
05/06/2014	Shoreview	Pull weeds	7	8.00	56
05/07/2014	Shoreview	Pull weeds	7	8.00	56
05/08/2014	Shoreview	Pull weeds	7	8.00	56
05/19/2014	Shoreview	Cut/Trim Trees	5	8.00	40
05/20/2014	Shoreview	Cut/Trim Trees	7	8.00	56
05/21/2014	Shoreview	Landscaping/Mowing/Mulching	7	8.00	56
05/22/2014	Shoreview	Landscaping/Mowing/Mulching	7	8.00	56
05/27/2014	Shoreview	Cut/Trim Trees	8	8.00	64
05/28/2014	Shoreview	Cut & Clear Brush	8	8.00	64
05/29/2014	Shoreview	Cut & Clear Brush	7	8.00	56
06/02/2014	Shoreview	Grounds/Garden Maintenance	8	8.00	64
06/09/2014	Shoreview	Pull weeds	7	8.00	56
06/10/2014	Shoreview	Pull weeds	7	8.00	56

06/11/2014	Shoreview	Pull weeds	7	8.00	56
06/12/2014	Shoreview	Pull weeds	4	8.00	32
06/16/2014	Shoreview	Pull weeds	8	8.00	64
06/17/2014	Shoreview	Pull weeds	6	8.00	48
06/18/2014	Shoreview	Pull weeds	8	8.00	64
06/19/2014	Shoreview	Pull weeds	6	8.00	48
06/23/2014	Shoreview	Pull weeds	7	8.00	56
06/24/2014	Shoreview	Plant Trees/Shrubs	7	8.00	56
06/25/2014	Shoreview	Sandbag Fill/Clean-up	7	8.00	56
06/26/2014	Shoreview	Sandbag Fill/Clean-up	7	8.00	56
06/30/2014	Shoreview	Cut & Clear Brush	3	8.00	24
					2472

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TO: MAYOR AND COUNCILMEMBERS

**FROM: TERRY SCHWERM
CITY MANAGER**

DATE: JULY 17, 2014

SUBJECT: PARKS AND RECREATION MONTHLY REPORT

DEPARTMENT ACTIVITY

City contractors completed the six new dedicated pickleball courts just in time for the 4th of July weekend. The courts were officially opened with a ribbon cutting ceremony on a gorgeous July 9th morning that was attended by about 50 members of the Shoreview Area Pickleball Club, Mayor Martin and Councilmember Quigley; and Parks and Recreation Commission member Sarah Bohnen. The courts have been well used by members of the pickleball club Monday-Friday mornings and Tuesday, Thursday and Sunday evenings. Next year, we hope to do some programming/lessons on the courts, as well as potentially hosting some tournaments.

All of our summer programs are off to great starts. The Summer Discovery all-day childcare program has about 250 children enrolled. They use nearly all available rooms at the Community Center, with the exception of the Shoreview Room and the Fireside Lounge. The Concert Series and Farmers' Market are also off to good starts and we have had good weather for these events. The Department has seen increases in the Adventure Quest Playground Programs this year after several years of relatively flat or declining participation.

Most of the weight training and free weight equipment in the fitness center are being replaced. The new weight training equipment was installed this week. The free weight equipment is expected to be available by mid-August. Staff has scheduled trainers to work additional hours the next two weeks to assist people in acclimating to this new equipment. The equipment has improved bio-mechanics for our members and has an updated new look for the Fitness Center area. The smaller footprint of much of the equipment has also allowed the Fitness Center to have an expanded stretching area near its entrance.

COMMUNITY CENTER

With the extremely wet weather conditions this month, the Tropics Water Park remained active with many daily visitors and pool groups. There was a significant increase in pool groups this month with several last minute bookings. Most groups were looking for an alternative to outdoor water parks and beaches. There were more than 300 pool parties scheduled during the month of June which is a 15% increase compared to last year. There was also an increase in daily admission visitors especially after the 2014 school year was completed. There was a "buy

one get one free" daily pass promotion in the Dollars and Sense magazine which added to the increased daily traffic. Daily admission revenue increased 10% this month compared to 2013.

Tropical Adventure Indoor Playground was well utilized in June, with a 36% increase in playground only admissions. There were over 700 playground only wristbands purchased and another 400 playground only wristbands distributed to members. This does not include all the groups, daily visitors, and members that come into the facility to enjoy both the Tropical Adventure Playground and the Tropics Waterpark. The high usage was evident during the monthly maintenance inspection with many small items needing to be repaired or replaced. There were 22 receptions/events hosted in the banquet rooms in June. Revenue was consistent with last year. The Haffeman Pavilion is scheduled every weekend for graduation parties and family reunions. Birthday parties in the summer months are generally not as popular at the Community Center. Due to the cool, wet weather this June, birthday party packages increased 40% and pool side party packages increased 60% compared to last year.

The Fitness Center remained steady with members and guests fitting in their daily workout routines. There were many young adults using the strength training and free weight equipment. Many of these guests were taking advantage of the 30 days for 30 dollars promotional membership. There were more than 15 new member orientations performed this month with more than half of them being teen orientations. There were over 70 personal training sessions redeemed in June which is a 100% increase compared to last year. Staff is preparing for the new strength training equipment scheduled to arrive in mid-July.

Group Fitness summer session has had a successful start. There are over 900 registered participants in summer classes. This is a 10% increase compared to last summer. Summer break classes were well attended with over 300 participants taking advantage of the 23 free classes offered. This year seven youth classes were added including Kids Yoga and Zumba. There are currently 60 young participants enrolled in these youth fitness classes.

Membership revenue increased this month mainly due to the 30 days for 30 dollars membership promotion. There were over 430 promotional memberships sold this month, a 27% increase compared to last June. There were a total of 741 promotional memberships sold in the two month span, a 17% increase. This year staff advertised this membership in Vita MN which is a city's page for Star Tribune which is distributed at local colleges. Seasonal membership revenue is at its highest level in five years.

RECREATION PROGRAMS

The summer sports season has been well attended with 534 participants in camps, 156 in baseball, 103 in T-ball, and 274 in soccer. This is a 70% increase compared to last year. Other popular sports camps that showed large increases in participants this summer were the Mustang Boys basketball camps with 133 boys enrolled and the Mustangs Girls basketball camp which increased 100% compared to last year.

The Puppet Wagon is having a successful season thus far with over 100 people enjoying the first performance. Each performance has had at least 60 spectators with the most popular parks being Commons and Sitzer. Shows will continue in Shoreview on Monday afternoons through July 28.

The first Wet & Wild for the summer was scheduled to be held on Friday, June 20. Due to the extreme wet weather conditions, this popular activity had to be cancelled. The next Wet & Wild will be held on Friday, July 11 and had its typical long lines waiting to slide down the hill at Commons Park. Other popular Friday events have been the Friday Field Trips. Participation has more than doubled with nearly 100 participants this summer compared to 48 participants last season. Some of the more popular trips were Waterpark of America, SeaLife and Nickelodeon University, Valleyfair, and Cascade Bay.

Adventure Quest, our Summer Playground Program, is busy with young participants enjoying the neighborhood parks. The most used park is Sitzer with an average of 40 participants a day. The popular Magnificent Sculptures was once again filled with children making clay sand castles and paper mache. The new Secret Agent Lab which focused on various science projects was well attended and had plenty of positive feedback.

Summer swimming lessons started June 10th. The first morning swim lesson session had nearly 130 registered participants which is comparable to last year. The evening classes had more than 300 students which was a 10% increase compared to last summer. The weekend classes are continuing to gain in popularity.

The Shoreview Farmers Market began on June 17th with about two-thirds of the vendors. By the end of the month almost all of the 37 vendors were at the market. Mayor Sandy Martin handed out 600 slices of watermelon at the first market. Attendance has been favorable with most Tuesday afternoons experiencing pleasant weather conditions. Customers have provided positive feedback on the new additions to the market including the Wild Bills Bloody Mary mix, the grilled hot dog stand, and the gluten free baked goods. There have been 300 pounds of food donated to the food shelf this month at the Shoreview Farmers Market.

The Shoreview Concerts Series has enjoyed great weather conditions on Wednesday evenings. There has been an average of 350 people in attendance during this weekly event. The first concert performance was Divas through the Decades. This was a new band which was very well received getting the audience engaged and involved. Other bands that performed this month were Jim Tones and Tom Hunter. The Concert Series will continue into early August.

PARKS MAINTENANCE CREW

The wet weather in June made it difficult to get all of our parks in top condition. Drier weather in recent weeks has finally allowed us to catch up on our mowing.

The crew continues to drag and line up to fourteen ballfields in a day. The crew even did some extra work on an infield at Emmet Williams School for our in-house program. These fields are in very poor condition. The Recreation Programs that have been there in the past will be moved to better fields next year. The crew continues to mow and paint the lines on seven modified size soccer fields, two full sized soccer fields, one lacrosse field and the foul lines on all the ballfields on a weekly basis. After contractors finished their work on the pickleball courts at Theisen Park, the crew added benches inside the fence and a safety top to the fence to complete the project. The morning of the grand opening the crew blew any debris off the courts and picked up all around the park to spruce up Theisen for the ceremony.

The crew continues to mow all turf surfaces at least once a week. The athletic fields are mowed twice a week, time permitting. The crew pulled weeds at Theisen Park and added mulch to the two beds that are at the park. They made another swing through the Community Center and the Library pulling weeds. The DOC crew has been back out on Hwy 96 pulling weeds and mulching. The crew has been out spraying herbicides along fence lines and shrub beds in the parks. The crew replaced plants at the Community Center that did not make it after this past winter. There were over 120 missing plants. They also removed some dead trees at Commons, Bucher and the maintenance center. The irrigation was repaired at Commons, Rice Creek and Hwy 96. Some of our systems have not been turned on yet because of all the rain that we have received this year. There is one big repair required on Highway 96 because of the road repairs.

The crew has completed another park and playground inspection. All minor repairs have been completed at this time. With no gates at either Bucher or Sitzer Parks after the upgrades, the crew pulled gates at other parks. We will monitor it to see if people start driving into the parks. They can always go back in if it does. The old scoreboards at McCullough Park were removed. They were just plywood with pegs to hold numbers to represent runs scored during an inning. The youth baseball association requested that they be removed. The crew painted the toilet enclosure at Sitzer Park.

The crew continues to pick up trash on a daily basis at the Community Center, the Library and the Parks. The trash receptacles are dumped every Monday and Friday along with the receptacles at off leash dog rinks. The restrooms at Rice Creek Fields are cleaned daily and the restrooms inside the pavilion require cleaning twice a day. They are also cleaned on weekends if there is a rental. The picnic shelters in the parks are also cleaned once a week.

COMMUNITY CENTER CREW

The crew has kept busy keeping the building on its cleaning schedule. That has been difficult with all of the Summer Discovery kids in the building during the day. They have recently focused on carpet cleaning and at one of our Wednesday night meetings they developed a new rotation on how to improve the carpet cleaning throughout the building. The upper level carpets have been cleaned twice in the past month including the Shoreview room and the two meeting rooms. The lower level has also been cleaned twice also. The crew also refinished the wood dance floor in the Shoreview Room.

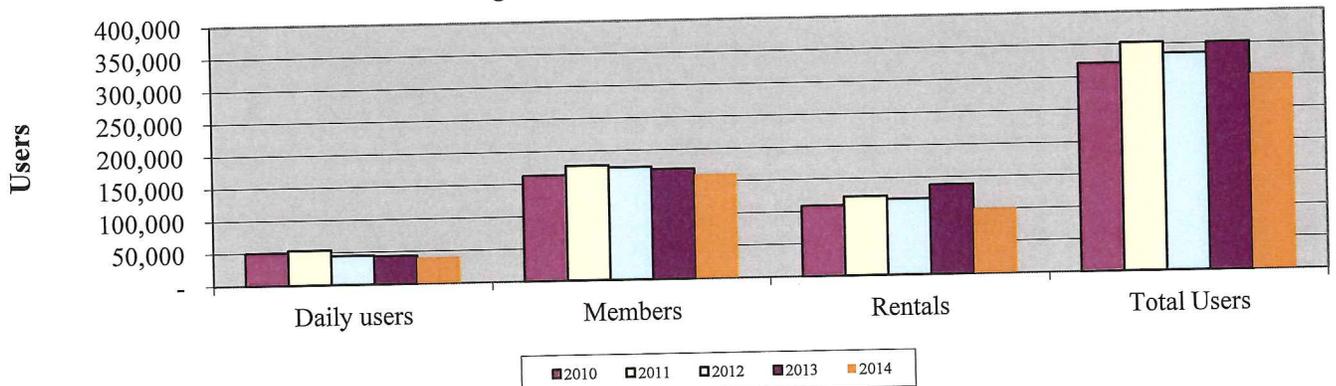
Work orders for repairs continue to skyrocket. We are running about a month and a half ahead of last year's record pace. Sometime this week we may pass where we were at the end of August last year.

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

	2010	2011	2012	2013	2014
Number of Users:					
Daily users	49,975	53,619	44,465	43,033	40,377
Members	163,002	177,163	173,718	170,064	160,866
Rentals	108,660	122,022	117,014	138,306	100,606
Total Users	321,637	352,804	335,197	351,403	301,849
Revenue:					
Admissions	\$ 294,648	\$ 337,864	\$ 318,851	\$ 353,729	\$ 353,263
Memberships-annual	378,677	438,144	451,792	462,052	476,026
Memberships-seasonal	58,025	59,113	58,056	55,520	61,813
Room rentals	120,153	133,808	132,363	165,129	160,904
Wave Café	97,935	113,539	102,800	121,056	125,847
Commissions	3,954	3,057	6,069	2,292	3,948
Locker/vending/video	16,220	14,396	12,061	11,791	10,711
Merchandise	5,545	7,630	7,852	8,743	6,742
Other miscellaneous	267	850	174	(99)	180
Transfers in	155,004	148,500	150,000	156,000	169,500
Total Revenue	1,223,428	1,353,901	1,340,018	1,439,213	1,468,934
Expenditures:					
Personal services	587,448	601,270	677,838	706,698	695,516
Supplies	187,511	220,168	213,260	250,199	240,257
Contractual	215,232	236,248	271,531	269,254	252,522
Other	-	-	5,727	-	-
Total Expenditures	990,191	1,057,686	1,168,356	1,226,151	1,188,295
Rev less Exp Year-to-date	\$ 233,237	\$ 296,215	\$ 171,662	\$ 213,062	\$ 280,639

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**Community Center Users
Through June of Each Year**



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

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

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Number of Users:													
Daily users	8,757	9,853	10,137	6,003	4,801	4,914	6,289	6,089	2,547	4,594	5,805	6,732	76,521
Members	34,702	31,137	29,693	27,472	25,620	25,094	26,585	24,860	19,992	25,021	27,312	26,728	324,216
Rentals	16,398	16,066	14,860	17,120	15,041	37,529	35,345	70,550	16,533	16,421	17,160	18,856	291,879
Total Users	59,857	57,056	54,690	50,595	45,462	67,537	68,219	101,499	39,072	46,036	50,277	52,316	692,616
Revenue:													
Admissions	\$ 55,671	\$ 45,702	\$ 67,428	\$ 40,239	\$ 34,868	\$ 46,024	\$ 51,546	\$ 45,866	\$ 10,568	\$ 25,520	\$ 33,548	\$ 43,987	\$ 500,967
Indoor playground	6,678	6,845	4,850	4,128	3,924	2,494	3,265	3,054	2,610	4,722	5,376	6,296	54,242
Memberships	121,572	92,089	86,050	68,705	69,225	72,207	69,527	74,020	81,313	93,797	105,112	204,093	1,137,710
Room rentals	24,441	25,231	15,536	21,979	18,627	26,549	17,245	22,644	19,042	22,895	19,661	21,336	255,186
Wave Café	20,842	16,592	21,932	13,945	13,729	15,760	15,655	18,985	7,176	14,782	15,495	17,458	192,351
Commissions	279	-	1,424	350	2,336	1,680	1,336	1,357	2,243	1,907	1,272	362	14,546
Locker/vending/video	1,016	3,015	1,869	2,685	1,102	2,374	1,055	1,961	3,039	1,764	1,207	5,366	26,453
Merchandise	1,177	1,164	1,935	997	1,365	1,214	1,633	1,537	726	963	890	920	14,521
Other miscellaneous	53	10	31	(33)	42	71	59	(104)	50	37	(24)	480	672
Building charge	-	-	-	-	-	100,000	-	-	-	-	-	1,757	101,757
Interest	-	-	-	-	-	-	-	-	-	-	-	14,100	14,100
Transfers in	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	300,000
Total Revenue	256,729	215,648	226,055	177,995	170,218	293,373	186,321	194,320	151,767	191,387	207,537	341,155	2,612,505
Expenditures:													
Personal services	86,352	110,691	109,922	103,825	106,288	160,760	111,336	114,288	102,560	99,313	158,281	136,353	1,399,969
Supplies	18,791	35,879	58,334	37,088	37,677	25,491	41,673	40,578	23,100	25,145	33,467	68,854	446,077
Contractual	8,918	18,761	71,950	63,435	63,612	44,855	48,798	51,328	43,170	72,961	37,830	74,065	599,683
Other	-	2,485	-	3,242	-	-	-	-	-	-	-	-	5,727
Transfers out	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	114,061	167,816	240,206	207,590	207,577	231,106	201,807	206,194	168,830	197,419	229,578	279,272	2,451,456
Rev less Exp (monthly)	\$ 142,668	\$ 47,832	\$ (14,151)	\$ (29,595)	\$ (37,359)	\$ 62,267	\$ (15,486)	\$ (11,874)	\$ (17,063)	\$ (6,032)	\$ (22,041)	\$ 61,883	\$ 161,049
Rev less Exp (ytd)	\$ 142,668	\$ 190,500	\$ 176,349	\$ 146,754	\$ 109,395	\$ 171,662	\$ 156,176	\$ 144,302	\$ 127,239	\$ 121,207	\$ 99,166	\$ 161,049	

MOTION SHEET

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

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

Date	Description	Amount
07/07/14	Accounts payable	\$629.51
07/10/14	Accounts payable	\$531,215.65
07/15/14	Accounts payable	\$2,022.92
07/15/14	Accounts payable	\$29,339.94
07/17/14	Accounts payable	\$88,223.08
07/21/14	Accounts payable	\$411,411.75
	Sub-total Accounts Payable	\$ 1,062,842.85
07/11/14	Payroll 126949 to 127023 967868 to 968106	\$181,877.19
	Sub-total Payroll	
	TOTAL	\$ 1,244,720.04

ROLL CALL:	AYES	NAYS
Johnson		
Quigley		
Wickstrom		
Withhart		
Martin		

07/21/14

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
FOLEY, CURTIS	REFUND CLOSING OVRPYMT-4354 RUSTIC PLACE	601	36190			003	\$46.61	\$46.61
METROPOLITAN COURIER CORPORATI	ARMORED CAR SERVICES: JUNE 2014	101	40500	4890		001	\$96.25	\$385.00
		220	43800	4890		001	\$96.25	
		601	45050	4890		001	\$96.25	
		602	45550	4890		001	\$96.25	
ORKIN EXTERMINATING CO INC.	PEST CONTROL CC	220	43800	3190		004	\$178.36	\$178.36
PU, WENJI	REFUND CLOSING OVRPYMT-3415 CHANDLER RD	601	36190			003	\$19.54	\$19.54
Total of all invoices:								\$629.51

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
ACE SOLID WASTE	DUMPSTER SERVICE CC AND PARKS	220	43800	3640			\$1,288.29	\$1,871.79
		101	43710	3950			\$583.50	
ACE SOLID WASTE	MAINT CENTER SOLID WASTE PICKUP	701	46500	3640			\$250.46	\$250.46
ALL AROUND RENTAL,LLC	INFLATABLE/BUNGEE/CLIMBING WALL	270	40250	3190		002	\$1,500.00	\$2,395.00
		225	43590	3173		003	\$895.00	
AMERICAN ENGINEERING TESTING,	SOIL BORINGS HWY 96 EAST OF DALE CP14-07	602	45550	3190			\$4,488.20	
AMSAN BRISSMAN KENNEDY	CLOROX/PAPER TOWELS/KLEENEX/CLEANER	220	43800	2110			\$2,759.22	
ANCHOR PAPER COMPANY	COPY PAPER	101	40200	2010		001	\$831.90	\$831.90
AUSTIN, DOUGLAS	BASEBALL GRADES K-1	220	22040				\$62.00	\$62.00
BERG, NATE	BASEBALL GRADES K-1	220	22040				\$52.00	\$52.00
BOHLE, KARI	TBALL LEAGUE AGE 4-5	220	22040				\$62.00	\$62.00
BONGARD, JASON	BASEBALL GRADES 2-3	220	22040				\$62.00	\$62.00
BRATLAND, ERICA	BASEBALL GRADES K-1	220	22040				\$52.00	\$52.00
BROOKLYN PARK DRUM & BUGLE COR	PERFORMANCE FOR SLICE PARADE	270	40250	3190		005	\$400.00	\$400.00
CASEY, MELISSA	BASEBALL GRADES K-1	220	22040				\$52.00	\$52.00
CHECHELNITSKY, IGOR	SOCCER LEA GRADE 1-2	220	22040				\$52.00	\$52.00
CITY OF SHOREVIEW	CASH PRIZES FOR SLICE TALENT SHOW	270	40250	4890		001	\$225.00	\$225.00
COLLINS, AMANDA	SOCCER LEA AGE 4-K	220	22040				\$52.00	\$52.00
COMMISSIONER OF REVENUE- WH TA	WITHHOLDING TAX - PAYDATE 07-11-14	101	21720				\$10,268.89	\$10,268.89
COMMUNITY HEALTH CHARITIES - M	EMPLOYEE CONTRIBUTIONS: 07-11-14	101	20420				\$134.75	\$134.75
DANIELSON, JENNIFER	BASEBALL GRADES K-1	220	22040				\$62.00	\$62.00
DELUXE CORPORATION	IRRIGATION REPAIR - CITY PROJECT 09-12	571	47000	5950			\$3,197.00	\$3,197.00
DOMESTIC ENGINEERING INC	4137 NANCY PLACE/HOARDING CLEANUP	241	44500	3190			\$1,000.00	\$5,600.00
		101	11700				\$4,600.00	
EVANS, AL	BASEBALL GRADES K-1	220	22040				\$52.00	\$52.00
EXTENDED DAY, ST. AMBROSE	FACILITY REFUND	220	22040				\$33.76	\$33.76
FAGERLEE, TARA	BASEBALL GRADES K-1	220	22040				\$52.00	\$52.00
FEIRN, KERRY	SOCCER LEA GRADE 1-2	220	22040				\$52.00	\$52.00
FERGUSON WATERWORKS #2516	HYDRANT PARTS	601	45050	2280		003	\$177.10	
FERGUSON WATERWORKS #2516	HYDRANT SCREW FOR OIL	601	45050	2280		003	\$138.02	\$138.02
FLEET FARM/GE CAPITAL RETAIL B	BOAT MOTOR TO MOVE FLOATING BOGS	603	45900	2280			\$1,038.00	\$1,038.00
FUGLSBY, KELSEY	TBALL LEAGUE AGE 4-5	220	22040				\$52.00	\$52.00
GALE, DAWN	BASEBALL GRADES 2-3	220	22040				\$52.00	\$52.00
GARELICK STEEL COMPANY	METAL FOR WESTIN WOODS BOOSTER	601	45050	2280		005	\$28.00	\$28.00
GENESIS EMPLOYEE BENEFITS, INC	VEBA CONTRIBUTIONS: 07-11-14	101	20418				\$5,730.00	\$5,730.00
GERTENS WHOLESALE	PLANTS FOR CC BEDS	101	43710	2260			\$161.25	\$161.25
GLASHEEN, TIM	BASEBALL GRADES 2-3	220	22040				\$62.00	\$62.00
GORDON, REBECCA	SOCCER LEA AGE 4-K	220	22040				\$62.00	\$62.00
GRAINGER, INC.	EAB INJECTION GLOVES	101	43900	2180		002	\$4.14	
GREENHAVEN PRINTING	BUSINESS MATTERS NEWSLETTER	240	44400	3390		002	\$658.90	\$658.90
GREER, STEVEN	SOCCER LEA AGE 4-K	220	22040				\$52.00	\$52.00
GREER, STEVEN	SOCCER LEA GRADE 1-2	220	22040				\$52.00	\$52.00
HALL, DAVID	SOCCER LEA GRADE 1-2	220	22040				\$52.00	\$52.00
HAPPEL, JENNIFER	SOCCER LEA AGE 4-K	220	22040				\$52.00	\$52.00
HARTZELL, JOHANNA	SOCCER LEA AGE 4-K	220	22040				\$62.00	\$62.00
HELDT, AMBER	TBALL LEAGUE AGE 4-5	220	22040				\$52.00	\$52.00
HERNANDEZ, ROMAN	TBALL LEAGUE AGE 4-5	220	22040				\$52.00	\$52.00
HOLTZ, CARA	BASEBALL GRADES 2-3	220	22040				\$62.00	\$62.00
HOLY ROCKA ROLLAZ	PERFORMANCE AT SLICE	270	40250	3190		001	\$500.00	\$500.00
ICMA/VANTAGEPOINT TRANSFER-300	EMPLOYEE CONTRIBUTIONS PAYDATE: 07-11-14	101	21750				\$6,402.94	\$6,402.94
ICMA/VANTAGEPOINT TRANSFER-705	ROTH CONTRIBUTIONS: 07-11-14	101	20430				\$655.00	\$655.00

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
ISABEL, SARAH	TBALL LEAGUE AGE 4-5	220	22040					\$52.00	\$52.00
JAEB, MICHAEL	SOCCER LEA GRADE 1-2	220	22040					\$52.00	\$52.00
JEWELL, TED W.	SOFTBALL UMPIRE JUNE 18	225	43510	3190		001		\$48.00	\$48.00
JOHNSON, JOEL	BASEBALL GRADES K-1	220	22040					\$52.00	\$52.00
JOHNSON, KATIE	SOCCER LEA AGE 4-K	220	22040					\$62.00	\$62.00
JRK SEED CO.	EAB INJECTION CHEMICAL	101	43900	2180		002		\$3,952.00	\$3,952.00
KAIGHEN, SAM	BASEBALL GRADES K-1	220	22040					\$62.00	\$62.00
KAREL, MATTHEW	LANDSCAPE ESCROW 863 TANGLEWOOD RES14-47	101	22020					\$1,000.00	\$1,000.00
KASPER, MEGHAN	TBALL LEAGUE AGE 4-5	220	22040					\$52.00	\$52.00
KHAN, MINDI	SOCCER LEA GRADE 3-4	220	22040					\$104.00	\$104.00
KIMLINGER, DENISE	BASEBALL GRADES 2-3	220	22040					\$52.00	\$52.00
KRUEGER, TINA	TBALL LEAGUE AGE 4-5	220	22040					\$52.00	\$52.00
KULZER, CHRISTINA	SOCCER LEA AGE 4-K	220	22040					\$52.00	\$52.00
LIU, WANZHAN	TBALL LEAGUE AGE 4-5	220	22040					\$52.00	\$52.00
MAC QUEEN EQUIPMENT INC.	ELGIN CROSSWINDS SWEEPER BELT	701	46500	2220		002		\$267.72	
MACIAS, KATHRYN	SOCCER LEA AGE 4-K	220	22040					\$62.00	\$62.00
MANNING, BECKY	BASEBALL GRADES 2-3	220	22040					\$52.00	\$52.00
MARSHALL, TREVOR	SOCCER LEA AGE 4-K	220	22040					\$52.00	\$52.00
METROPOLITAN COUNCIL	SEWER SERVICE-AUGUST 2014	602	45550	3670				\$150,952.26	\$150,952.26
METROPOLITAN COUNCIL ENVIRONME	SAC CHARGES FOR JUNE 2014	602	20840					\$2,485.00	\$2,460.15
		602	34060					-\$24.85	
MINNESOTA BRASS INC.	PERFORMANCE AT SLICE PARADE	270	40250	3190		005		\$600.00	
MINNESOTA CHILD SUPPORT PAYMEN	PAYDATE: 07-11-14	101	20435					\$137.00	\$137.00
MINNESOTA DEPARTMENT OF REV -	ON ROAD DIESEL FUEL TAX: JUNE 2014	701	46500	2120				\$194.66	\$194.66
MINNESOTA DEPARTMENT OF REVENU	Sales Use Tax: JUNE 2014	101	40200	3210		003		\$25.72	\$15,666.00
		101	40200	3930		002		\$9.41	
		101	40550	3860		012		\$468.43	
		101	40800	2180				-\$6.20	
		101	42050	4500				-\$1.64	
		220	43800	2110				-\$10.85	
		220	43800	2140				\$25.37	
		220	43800	2180		002		\$4.98	
		220	43800	2200				-\$.69	
		220	43800	2240		001		\$3.27	
		220	43800	2240		003		\$20.68	
		220	43800	2400				-\$.64	
		220	43800	3190		001		\$6.67	
		220	43800	3610				\$1,128.76	
		220	43800	3810		006		\$74.59	
		220	43800	3960		003		\$74.87	
		220	43800	3960		004		\$90.75	
		225	43400	3390				\$1.56	
		225	43510	2170		011		\$14.84	
		225	43510	2170		015		-\$.32	
		225	43510	2170		016		\$3.59	
		225	43520	2170		003		-\$.69	
		225	43530	2170		001		\$4.49	
		225	43530	2170		002		\$1.92	
		225	43530	2170		003		-\$.27	
		225	43535	2170		001		\$8.68	
		225	43535	2170		002		\$47.08	

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
		225	43535	2170		003		\$62.24	
		225	43535	2170		004		-\$5.59	
		225	43555	2170				\$1.47	
		225	43590	2173		002		\$5.92	
		225	43590	2174		003		-\$1.11	
		240	44400	2180		001		-\$1.28	
		270	40250	3950		003		-\$4.31	
		225	43590	2173		002		-\$1.34	
		225	43590	2174		001		-\$1.36	
		220	21810					\$11,163.00	
		701	46500	2120		003		\$105.00	
		601	21810					\$1,835.00	
		101	21810					\$510.00	
MINNESOTA DEPT LABOR AND INDUS	BUILDING SURCHARGE REPORT: JUNE 2014	101	20802					\$1,500.22	
		101	34060					-\$30.00	
MINNESOTA ENVIRONMENTAL FUND	MN ENVIRONMENTAL EMPL CONTRIB: 07-11-14	101	20420					\$35.00	
MODERN FENCE & CONST. INC.	FENCE WORK AT THEISEN PARK	101	43710	3190				\$1,950.00	\$1,950.00
MOELLER, GREG	BASEBALL GRADES 2-3	220	22040					\$62.00	\$62.00
MOORE, COLLEEN	TBALL LEAGUE AGE 4-5	220	22040					\$62.00	\$62.00
MULHERON, VAN	SOCCER LEA GRADE 1-2	220	22040					\$62.00	\$62.00
NACUSI, LUCAS	SOCCER LEA AGE 4-K	220	22040					\$62.00	\$62.00
NOLAN, JENNIFER	BASEBALL GRADES 2-3	220	22040					\$62.00	\$62.00
NUSTAD, CARISSA	SOCCER LEA GRADE 1-2	220	22040					\$52.00	\$52.00
O'NEILL, JACKIE	BASEBALL GRADES K-1	220	22040					\$52.00	\$52.00
O'TOOLE, THERESA	BASEBALL GRADES K-1	220	22040					\$52.00	\$52.00
OFFICER, BRADY	SOCCER LEA GRADE 3-4	220	22040					\$104.00	\$104.00
ORKIN EXTERMINATING CO INC.	PEST CONTROL CC	220	43800	3190				\$178.36	\$178.36
OTTERSON, GEORGE	EROSION RED 1033 AMBLE RES 14-47	101	22030					\$1,000.00	\$1,000.00
PATRICK, DANIEL	SOCCER LEA GRADE 3-4	220	22040					\$62.00	\$62.00
POBELSKI, STEPHANIE	SOCCER LEA AGE 4-K	220	22040					\$62.00	\$62.00
POPPLER, STEPHANIE	SOCCER LEA (4 YRS-K)	220	22040					\$52.00	\$52.00
PORISCH, RYAN	BASEBALL GRADES K-1	220	22040					\$62.00	\$62.00
PRECISION LANDSCAPE & TREE, IN	PUBLIC TREE REMOVALS W014-24 THRU 14-29	101	43900	3190		002		\$6,103.75	\$6,103.75
PUBLIC EMPLOYEES RETIREMENT AS	EMPL/EMPLOYER CONTRIBUTIONS: 07-11-14	101	21740					\$28,260.47	\$28,260.47
QUALITY FLOW SYSTEMS INC	INSURANCE CLAIM: SNAIL LAKE LIFT STATION	260	47400	4340				\$1,113.00	\$1,113.00
QUAST, MICAH	SOCCER LEA AGE 4-K	220	22040					\$52.00	\$52.00
QUINN, SARA	TBALL LEAGUE AGE 4-5	220	22040					\$62.00	\$62.00
REDZONE ROBOTICS INC	SANITARY SEWER LINE INVENTORY/INSPECTION	602	45550	3190	004			\$121,939.00	\$121,939.00
REELFS, JESSICA	SOCCER LEA GRADE 1-2	220	22040					\$104.00	\$104.00
REPUBLIC SERVICES INC #899	JUNE ALLIED WASTE SERVICES	210	42750	3190				\$30,817.77	\$30,817.77
REPUBLIC SERVICES INC #899	SPRING CLEANUP DAY 2014	210	42750	3640				\$27,305.55	\$27,305.55
RICOH USA, INC.	LEASE 3 CITYHALL COPIERS 7/21/14-8/20/14	101	40200	3930		002		\$1,947.00	\$1,947.00
SAARI, HEIDI	SOCCER LEA GRADE 3-4	220	22040					\$52.00	\$52.00
SAMPSON, JULIE	BASEBALL GRADES 2-3	220	22040					\$62.00	\$62.00
SATT, MARK ANDREW	FINAL PAYMENT FOR SLICE	270	40250	3190		001		\$1,000.00	\$1,000.00
SCHAEFER, MEGAN	SOCCER LEA AGE 4-K	220	22040					\$52.00	\$52.00
SCHARBER & SONS	LANDPRIDE MOWER BLADES	701	46500	2220		002		\$318.58	\$318.58
SCHAUM, JESSICA	MILEAGE AND EXPENSE REIMBURSMENT	101	42050	3270				\$49.34	\$49.34
SQUILLACE STENLUND, KRISTINE	SOCCER LEA GRADE 1-2	220	22040					\$104.00	\$104.00
ST. PAUL CLOWN CLUB	SLICE PARADE PERFORMANCE	270	40250	3190		005		\$200.00	\$200.00
STENSTROM, JASON	SEMI-PRIVATE(90 MIN)	220	22040					\$270.00	\$270.00

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
STRAND, KRISTINE	BASEBALL GRADES 2-3	220	22040					\$52.00	\$52.00
SWENSON, TRICIA	SOCCER LEA GRADE 1-2	220	22040					\$52.00	\$52.00
T-MOBILE	WATER TOWER CARD - MAY 27-JUNE 26, 2014	601	45050	3190				\$58.39	\$58.39
TAULBEE, JOSH	FINAL PAYMENT FOR SLICE	270	40250	3190		001		\$1,800.00	\$1,800.00
THE ROCKIN' HOLLYWOODS	FINAL PAYMENT FOR SLICE OF SHOREIVEW	270	40250	3190		001		\$1,925.00	\$1,925.00
THE ZINGHOPPERS GROUP LLC	FINAL PAYMENT FOR SLICE	270	40250	3190		001		\$800.00	\$800.00
TOKLE INSPECTIONS INC	INSPECTION SERVICES JUNE 2014	101	44300	3090				\$2,773.60	\$2,773.60
TREASURY, DEPARTMENT OF	FEDERAL WITHHOLDING TAX: 07-11-14	101	21710					\$24,319.00	\$63,972.82
		101	21730					\$32,137.60	
		101	21735					\$7,516.22	
TYVOLL, KAAREN	BASEBALL GRADES 2-3	220	22040					\$52.00	\$52.00
UNITED WAY - GREATER TWIN CITI	EMPLOYEE CONTRIBUTIONS: 07-11-14	101	20420					\$58.00	\$58.00
WANG, YAN	SOCCER LEA GRADE 1-2	220	22040					\$62.00	\$62.00
WILKINSON, STEFANIE	TBALL LEAGUE AGE 4-5	220	22040					\$52.00	\$52.00
WSB & ASSOCIATES, INC.	CONSTRUCTION OBSERVATION AUTUMN MEADOWS	448	47000	5910				\$4,958.50	\$4,958.50
XIONG, LAURIE	SOCCER LEA GRADE 1-2	220	22040					\$52.00	\$52.00
XTREME INC.	FORESTRY INTERN WORK SHIRTS	101	43900	2180				\$135.00	\$135.00
YALE MECHANICAL INC	BOILER REPAIR/INSTALLED NEW BURN UNIT	220	43800	3810		003		\$3,793.19	\$3,793.19
Total of all invoices:								\$531,215.65	=====

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
COCCHIARELLA, ANNETTE	FACILITY REFUND	220	22040					\$350.00	\$350.00
DADY, DANIELLE	SOCCER CAMP -AGE 3&4	220	22040					\$101.00	\$101.00
DAI, XIAOLING	PASS REFUND	220	22040					\$120.00	\$120.00
DAMMAR, EVAN	FACILITY REFUND	220	22040					\$300.00	\$300.00
HANSON, KATHY	ACTIVITY REFUND	220	22040					\$55.00	\$55.00
KARBOWSKI, GINNY	PASS REFUND	220	22040					\$30.92	\$30.92
KINSELLA, KELLY	FACILITY REFUND	220	22040					\$25.00	\$25.00
KIRUBAKEREN, DAVEN	FACILITY REFUND	220	22040					\$25.00	\$25.00
KWAN, PETER	FACILITY REFUND	220	22040					\$25.00	\$25.00
LISTON, JARED	SUPER SPACE CADETS	220	22040					\$24.00	\$24.00
MINNERATH-BASCHKY, SHARON	FACILITY REFUND	220	22040					\$50.00	\$50.00
PEARSON, JENNIFER	FACILITY REFUND	220	22040					\$300.00	\$300.00
ROBERTS, TAQUANA	FACILITY REFUND	220	22040					\$25.00	\$25.00
SOLORZANO, LUCIA	FACILITY REFUND	220	22040					\$300.00	\$300.00
VARGAS, JENNY	FACILITY REFUND	220	22040					\$225.00	\$225.00
WALKER, NAKITA	FACILITY REFUND	220	22040					\$25.00	\$25.00
WILLMERT, JENNIFER	ACTIVITY REFUND	220	22040					\$42.00	\$42.00

								Total of all invoices:	\$2,022.92
								=====	

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
AMSAN BRISSMAN KENNEDY	FACILITY HYGIENE MATTING	220	43800	2110			\$296.79	\$296.79
AMSAN BRISSMAN KENNEDY	SOAP/MULTI-ENZYME SPOTTER	220	43800	2110			\$268.19	\$268.19
AMSAN BRISSMAN KENNEDY	VACUUM	220	43800	2400			\$842.84	\$842.84
AMSAN BRISSMAN KENNEDY	BATH TISSUE/SOAP/CAN LINERS	220	43800	2110			\$449.21	\$449.21
AMSAN BRISSMAN KENNEDY	KLEENEX/COLOROX/PPR TWL/GLANCE NA	220	43800	2110			\$1,540.97	\$1,540.97
AMSAN BRISSMAN KENNEDY	RENOWN 60" THREADED WOOD HANDLE	220	43800	2240		001	\$35.59	\$35.59
AMSAN BRISSMAN KENNEDY	BATH TISSUE/CAN LINER/FOAM SOAP	220	43800	2110			\$363.64	\$363.64
AMSAN BRISSMAN KENNEDY	PAPER TOWELS/HAND CLEANER	220	43800	2110			\$934.63	\$934.63
AMSAN BRISSMAN KENNEDY	SUMMER DISCOVERY SUPPLIES	225	43535	2170		002	\$263.02	\$263.02
AMSAN BRISSMAN KENNEDY	BATH TISSUE, CAN LINER, SOAP	220	43800	2110			\$423.20	\$423.20
AMSAN BRISSMAN KENNEDY	FLOOR CLEANER, PPT TWL, MILDEW REMVR	220	43800	2110			\$1,107.07	\$1,107.07
AMSAN BRISSMAN KENNEDY	AZURE FOAM WASH	220	43800	2110			\$139.51	\$139.51
AMSAN BRISSMAN KENNEDY	KENNEL CARE FLOOR CLEANER	220	43800	2110			\$65.76	\$65.76
BAILEY, JEREMY	PICKLEBALL/RIBBON CEREMONY SUPPLIES	101	43400	2180			\$24.82	\$24.82
BIG THRILL FACTORY	SUMMER DISCOVERY FIELD TRIP	225	43535	3190		001	\$2,250.00	\$2,250.00
BROCK WHITE, LLC	SAND BAGS	101	42200	2180		001	\$1,090.13	\$1,090.13
BROCK WHITE, LLC	SEALANT FOR CATCH BASINS	603	45850	2180		001	\$161.49	\$161.49
BROWN, RAYMOND	SOFTBALL UMPIRE JUNE 24 & JULY 1	225	43510	3190		001	\$96.00	\$96.00
BWBR ARCHITECTS	OPERABLE WALL PROJECT FEES	405	43800	3810			\$1,248.00	\$1,248.00
CKC GOOD FOOD	SUMMER DISCOVERY LUNCHES	225	43535	3190		002	\$1,511.05	\$1,511.05
CKC GOOD FOOD	SUMMER DISCOVERY LUNCHES	225	43535	3190		002	\$1,111.48	\$1,111.48
COCA COLA REFRESHMENTS	WAVE CAFE BEVERAGE FOR RESALE	220	43800	2590		001	\$312.22	\$312.22
COCA COLA REFRESHMENTS	WAVE CAFE BEVERAGE FOR RESALE	220	43800	2590		001	\$398.39	\$398.39
COMCAST	CC CABLE	220	43800	3190		001	\$153.17	\$153.17
COMMERCIAL DOOR SYSTEMS, INC	ADD THRU BOLT TO WOOD DOOR ON CLOSER	220	43800	3810		003	\$165.00	\$165.00
COOPER, KYLE W.	SOFTBALL UMPIRE JUNE 24	225	43510	3190		001	\$48.00	\$48.00
CULLIGAN	IRON FILTER RENTAL	220	43800	3190		007	\$81.95	\$81.95
DAVIS LOCK & SAFE	REPLACEMENT KEYS CC	220	43800	2240		001	\$30.50	\$30.50
DISCOUNT SCHOOL SUPPLY	ADVENTURE QUEST SUPPLIES	225	43590	2175		003	\$84.43	\$84.43
FERGUSON WATERWORKS #2516	TOP SECRIONS VALVES	601	45050	2280		004	\$365.89	\$365.89
GERTENS WHOLESALE	PLANTS FOR FIRE STATION #4	101	43710	2260			\$82.00	\$82.00
HAWKINS, INC.	ACID AND CL	220	43800	2160		001	\$311.05	\$311.05
HAWKINS, INC.	CHEMICAL ORDER	220	43800	2160		001	\$1,523.98	\$1,523.98
HEGGIE'S PIZZA LLC	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$173.50	\$173.50
JEWELL, TED W.	SOFTBALL UMPIRE JUNE 25 & 26	225	43510	3190		001	\$96.00	\$96.00
LANDIN, JEANETTE	ZUMBA KIDS SUPPLIES REIMBURSEMENT	225	43530	2170		002	\$32.57	\$32.57
LIFEGUARD STORE, THE	FINS/WHISTLES/SWIM CAPS	225	43520	2170		001	\$389.50	\$576.70
		225	43535	2170		002	\$187.20	
MALIKOWSKI, RODNEY P.	SOFTBALL UMPIRE JUNE 26	225	43510	3190		001	\$48.00	\$48.00
MATHESON TRI-GAS INC	CO2 DELIVERY	220	43800	2160		002	\$96.44	
MCCAREN DESIGNS INC	MONTHLY HORTICULTURE SERVICES	220	43800	3190		007	\$1,196.00	\$1,196.00
MCHUGH, DAN	VOLLEYBALL CAMP (JULY 7-11) - 6.25 KIDS	225	43510	3190		012	\$443.75	\$443.75
MINNESOTA DEPARTMENT OF HEALTH	JAMIE MEYER CLASS C WATER LIC RENEWAL	601	45050	4500		003	\$23.00	\$23.00
MNAEYC-MNSACA	CONFERENCE REGISTRATION - SOLA	225	43400	4500			\$100.00	\$100.00
PLUMBMASTER, INC	SWIVEL MOUNT/KNEE PAD/EPOXY	220	43800	2240		001	\$295.94	\$295.94
PLUMBMASTER, INC	PUSHBAR KIT/DRAIN KIT	220	43800	2240		001	\$82.59	\$82.59
PLUMBMASTER, INC	SLOAN OPTIMA FAUCET	220	43800	2240		003	\$449.67	
PLUMBMASTER, INC	SLOAN OPTIMA FAUCET AND SPRAY HEAD	220	43800	2240		001	\$549.17	\$549.17
PORTER, DANIEL	SOFTBALL UMPIRE JUNE 23 & 30	225	43510	3190		001	\$96.00	\$96.00
RUGRODEN, JOHN L.	SOFTBALL UMPIRE JUNE 25 & JULY 2	225	43510	3190		001	\$96.00	\$96.00
SAARION, CARL	SOFTBALL UMPIRE JUNE 24, JULY 1 & 2	225	43510	3190		001	\$144.00	\$144.00

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
TEKAUTZ, TIMOTHY	SOFTBALL UMPIRE JULY 1	225	43510	3190		001	\$48.00	\$48.00
TKE CORP	ELEVATOR SERVICE CONTRACT PAYMENT	220	43800	3190		004	\$1,065.32	\$1,065.32
TREND ENTERPRISES, INC.	PRESCHOOL SUPPLIES	225	43555	2170			\$54.49	\$54.49
U.S. BANK	2013B PAYING AGENT FEES	376	48200	6200			\$52.27	\$425.00
		377	48200	6200			\$21.25	
		311	48130	6200			\$125.80	
		601	48300	6200			\$110.08	
		602	48300	6200			\$62.90	
		603	48300	6200			\$52.70	
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$88.05	\$246.19
		101	40800	2180			\$125.55	
		220	43800	2591		003	\$32.59	
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$32.48	
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$1,279.20	\$1,279.20
YALE MECHANICAL INC	REPAIR FITNESS BASEBOARD RADIATION	220	43800	3810		003	\$1,622.60	\$1,622.60
YALE MECHANICAL INC	POOL AHU MAINT.	220	43800	3190		007	\$252.25	\$252.25
YALE MECHANICAL INC	PERFORMED ANNUAL RPZ TESTING	220	43800	3810		007	\$879.35	\$879.35
YALE MECHANICAL INC	BOILER REPAIR	220	43800	3810		003	\$297.25	\$297.25
YALE MECHANICAL INC	INSTALL CLEAN OUT IN BATHROOM	220	43800	3810		003	\$858.51	
Total of all invoices:								\$29,339.94

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
CITY OF SHOREVIEW	CASH PRIZES FOR SLICE TALENT SHOW	270	40250	4890		001		-\$225.00	-\$225.00
ANCOM COMMUNICATIONS INC	REPLACEMENT 2-WAY RADIO BATTERY	220	43800	2180		002		\$153.00	\$153.00
ANDERSON, ANGELINA	SUMMER DISCOVERY ENRICHMENT SUPPLIES	225	43535	2170		001		\$54.37	\$54.37
BACHMAN'S	BLVD TREE REPLANTINGS & CTY RD D SHRUBS	101	43900	2180		001		\$6,443.80	\$6,561.55
		573	47000	5950				\$117.75	
BEISSWENGERS HARDWARE	CLEANING SUPPLIES CC	220	43800	2110				\$22.17	\$22.17
CITY OF SHOREVIEW	CASH PRIZES FOR KARAOKE CONTEST	270	40250	4890		001		\$100.00	\$100.00
COCA COLA REFRESHMENTS	WAVE CAFE BEVERAGE FOR RESALE	220	43800	2590		001		\$350.25	
DAVID, ASHLEY	FACILITY REFUND	220	22040					\$25.00	\$25.00
DOLLARS & SENSE	BOGO COUPON OFFER-YOUTH PASS	220	43800	2201		002		\$600.00	\$600.00
FUN CHARACTERS	FACE PAINTING FOR SLICE	270	40250	3190		002		\$400.00	\$400.00
GENESIS EMPLOYEE BENEFITS, INC	FLEX - MED/DEPENDENT CARE 07-11-14	101	20431					\$434.63	\$434.63
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		\$16.28	\$16.28
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		\$15.43	\$15.43
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001		\$16.30	\$16.30
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	SAFETY COMMITTEE JUNE 2014 REWARD	101	40210	4890		008		\$100.84	\$100.84
HAWKINS, INC.	CHEMICAL ORDERS	220	43800	2160		001		\$1,493.86	\$1,493.86
HEALTH PARTNERS	HEALTH INSURANCE: AUG 2014	101	20410					\$57,483.54	\$57,483.54
HEALTH PARTNERS	HEALTH INSURANCE: AUG 2014	101	20411					\$509.88	\$509.88
HORIZON COMMERCIAL POOL SUPPLY	CIRCULATION PUMP ON SPA, STRAINER BASKET	220	43800	2200		004		\$446.85	\$446.85
HUDSON, TIFFANY	KARAOKE CONTEST FOR SLICE	270	40250	3190		002		\$200.00	\$200.00
KUCERA, RYAN	FACILITY REFUND	220	22040					\$78.56	\$78.56
LILLIE SUBURBAN NEWSPAPERS INC	30 DAYS FOR \$30 AD	220	43800	2201		001		\$422.00	
MAJKOZAK, MICHELLE	REIMBURSEMENT-EVENT SUPPLIES/PICKLE BALL	101	43400	2180				\$91.15	\$91.15
MEDINA, SARAH	FACILITY REFUND	220	22040					\$25.00	\$25.00
NELSON, KELSEY	FACILITY REFUND	220	22040					\$300.00	\$300.00
NEOFUNDS BY NEOPOST	POSTAGE/INVOICE 11208152	101	40200	3220				\$3,000.00	\$3,000.00
OMEGA EVENT SERVICES	TABLE/CHAIR RENTALS FOR SLICE	270	40250	3950		005		\$222.29	\$222.29
PRATT, TIMOTHY	FACILITY REFUND	220	22040					\$50.00	\$50.00
PRESS PUBLICATIONS	MV ACADEMIC ACHIEVER AD-30 DAYS \$30	220	43800	2201		001		\$67.00	\$67.00
RAMSEY COUNTY TREASURER	LIFE INSURANCE: JULY 2014	101	20414					\$2,611.54	\$2,814.04
		101	20417					\$202.50	
REID, REBECCA	FACILITY REFUND	220	22040					\$50.00	\$50.00
RICKARD, DIANA MARIE	SLICE OF SHOREVIEW PETTING ZOO	270	40250	3190		002		\$1,500.00	\$1,500.00
SCHWERM, TERRANCE	ROTARY CLUB DUES REIMBURSEMENT	101	40200	4330		007		\$381.20	\$381.20
SHAWALUK, KARYN	FACILITY REFUND	220	22040					\$25.00	\$25.00
SHORT ELLIOTT HENDRICKSON, INC	HWY 96 SANITARY SEWER INSPECTION	602	45550	3190				\$2,354.72	\$2,354.72
STAR TRIBUNE	30 DAYS \$30-VITA MN MAGAZINE AD	220	43800	2201		001		\$198.00	\$198.00
SYSCO FOOD SERVICES OF MN, INC	CONCERT SERIES ICE CREAM	220	43800	2591				\$165.77	
SYSCO FOOD SERVICES OF MN, INC	WAVE CAFE PRODUCT FOR RESALE	220	43800	2590		001		\$310.04	\$310.04
THOMAS, TONIKA	FACILITY REFUND	220	22040					\$25.00	\$25.00
TIGER OAK PUBLICATIONS INC	MN BRIDE WEB AD 2014 YEAR	220	43800	2201		004		\$1,200.00	\$1,200.00
TIGER OAK PUBLICATIONS INC	FALL/WINTER MN BRIDE PRINT AD	220	43800	2201		004		\$1,454.00	\$1,454.00
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001		\$1,186.21	\$1,186.21

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
WATSON COMPANY	BREAK ROOM SUPPLIES	101	40800	2180			\$165.29	\$165.29
WILDING, HEATHER	FACILITY REFUND	220	22040				\$25.00	\$25.00
XCEL ENERGY	SURFACE WATER: ELECTRIC	603	45900	3610			\$114.43	
XCEL ENERGY	MAINTENANCE CENTER: ELECTRIC/GAS	701	46500	3610			\$2,298.20	\$2,374.61
		701	46500	2140			\$76.41	
XCEL ENERGY	TRAFFIC SIGNAL SHARED W/NORTH OAKS:ELECT	101	42200	3610			\$50.82	
XCEL ENERGY	BOOSTER STATION: ELECTRIC	601	45050	3610			\$218.04	\$218.04
XCEL ENERGY	STORM SEWER LIFT STATIONS: ELECTRIC	603	45850	4890	003		\$399.03	\$399.03
XCEL ENERGY	SIRENS: ELECTRIC	101	41500	3610			\$56.32	\$56.32
XCEL ENERGY	PARK: ADDITIONAL ELECTRIC AMOUNT DUE	101	43710	3610			\$13.52	\$13.52

							Total of all invoices:	\$88,223.08
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COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
3M	ORANGE SHEETING FOR SIGN SUPPLIES	101	42200	2180		003		\$450.00	\$450.00
3M	BLACK SHEETING FOR SIGN SUPPLIES	101	42200	2180		003		\$510.00	\$510.00
A & L SUPERIOR SOD, INC	TURF GRASS SOD FOR SOUTH FIRE STATION	101	43710	2260				\$138.80	\$138.80
ABLE HOSE & RUBBER INC.	NITRILE FIRE HOSE	701	46500	2220		002		\$81.25	\$81.25
ALLEN, DEANNE	EDA MINUTES - 7/7/14	240	44400	3190				\$200.00	\$200.00
ALLEN, DEANNE	CC MINUTES - 7/7/14	101	40200	3190		001		\$200.00	\$200.00
APPLIED MAINTENANCE SUPPLIES	SHOP SUPPLIES	701	46500	2180		001		\$215.07	\$215.07
ARAMARK REFRESHMENT SERVICES	COFFEE & SUPPLIES MAINTENANCE CENTER	701	46500	2183		003		\$167.18	\$167.18
ASSOCIATION MAINTENANCE, LLC	CLEAN UP & MAINTENANCE 3339 VICTORIA	241	44500	3190				\$372.50	\$372.50
AUTO NATION FORD WHITE BEAR LA	602 FUEL PUMP	701	46500	2220		001		\$370.34	\$370.34
AUTO NATION FORD WHITE BEAR LA	501 SWITCH ASSEMBLY	701	46500	2220		001		\$39.13	\$39.13
AV NOW.COM	FITNESS STUDIO REPLACEMENT MICROPHONES	225	43530	2170		003		\$523.38	\$523.38
BATTERIES PLUS	SECURITY SYSTEM 21 BATTERIES	101	40210	2180		004		\$523.95	\$523.95
BEISSWENGERS HARDWARE	HARDWARE FOR PLAY EQUIPMENT REPAIR	101	43710	2240				\$17.93	\$17.93
BEISSWENGERS HARDWARE	PVC PIPE FOR IRRIGATION REPAIR	101	43710	2240				\$13.78	\$13.78
BEISSWENGERS HARDWARE	SQUEEGEE AND SCRUB BRUCHES FOR PAVILION	101	43710	2110				\$25.87	\$25.87
BEISSWENGERS HARDWARE	PARTS TO REPAIR DRINKING FOUNTAIN BUCHER	101	43710	2240				\$16.57	\$16.57
BOYER TRUCK PARTS INC.	210 AIRTANK	701	46500	2220		001		\$18.70	\$18.70
C&J ENTERTAINMENT LLC	REMAINING BALANCE FOR SUMMER MOVIE SERIE	225	43590	3173		001		\$1,940.00	\$1,940.00
CDW GOVERNMENT, INC	INSURANCE CLAIM: LAPTOP	260	47400	4340				\$261.39	\$261.39
CDW GOVERNMENT, INC	PC REPLACEMENTS-WYSE ZERO CLIENTS	422	40550	5800		011		\$5,571.90	\$5,571.90
CHESS	JUNE MTCE PLAN	101	40210	3190		007		\$610.00	\$610.00
COORDINATED BUSINESS SYSTEMS	MITA LASER MAINTENANCE	101	40550	3860		004		\$162.58	\$162.58
DIAMOND VOGEL PAINT	PAVEMENT MARKING PAINT	101	42200	2180		004		\$275.94	\$275.94
DIAMOND VOGEL PAINT	PAINT FOR LIFT STATION PANELS	601	45050	2280		001		\$40.39	\$40.39
DIAMOND VOGEL PAINT	PAVEMENT MARKING PAINT	101	42200	2180		004		\$810.00	\$810.00
DIAMOND VOGEL PAINT	PAVEMENT MARKING PAINT	101	42200	2180		004		\$810.00	\$810.00
DUKE'S ROOT CONTROL, INC.	HANSON/OAKRIDGE CP 14-01 ROOT CONTROL	576	47000	5900				\$6,883.00	\$6,883.00
EULL'S MANUFACTURING CO INC	CATCH BASIN REPAIR SUPPLIES	603	45850	2180		001		\$793.20	\$793.20
FERGUSON WATERWORKS #2516	PIPE COUPLING FOR ROOF DRAIN	701	46500	2183		001		\$39.29	\$39.29
FERGUSON WATERWORKS #2516	PIPE SEALANT FOR ROOF DRAIN	701	46500	2183		001		\$11.35	\$11.35
FERGUSON WATERWORKS #2516	PIPE BEND FOR ROOF DRAIN	701	46500	2183		001		\$133.35	\$133.35
FITNESS FACTORY OUTLET	COLORLED WT PLATES FOR FITNESS CENTER	405	43800	2180				\$203.00	\$203.00
GERTENS WHOLESALE	PLANTS FOR BEDS AT COMMUNITY CENTER	101	43710	2260				\$806.00	\$806.00
GRAINGER, INC.	BATTERIES	601	45050	2280		001		\$45.82	\$45.82
GRAINGER, INC.	SOAP FOR RESTROOMS	701	46500	2183		001		\$214.62	\$214.62
HILLCREST ANIMAL HOSPITAL	ANIMAL CONTROL - JUNE	101	41100	3190				\$648.94	\$648.94
HOISINGTON KOEGLER GROUP INC	TIF 1	307	44100	4890				\$6,942.50	\$6,942.50
HUGO EQUIPMENT COMPANY	MOTOR WHEEL FOR Z-MASTER #3	701	46500	2220		002		\$726.23	\$726.23
HUGO EQUIPMENT COMPANY	MOTOR WHEEL FOR Z-MASTER #2	701	46500	2220		002		\$726.23	\$726.23
HUGO EQUIPMENT COMPANY	MOWER BLADES	701	46500	2220		002		\$33.98	\$33.98
HUGO EQUIPMENT COMPANY	TORO MOWER BLADES	701	46500	2220		002		\$98.97	\$98.97
IDENTISYS	OVERLAYS	101	40210	2180		002		\$200.35	\$200.35
ISAKSEN PROMOTIONAL SPECIALTIE	LAPEL PINS	101	40200	2010		006		\$1,132.30	\$1,132.30
JEFF SMITH LLC	TAEKWONDO SUMMR'14 SESS A INSTRUCTOR FEE	225	43530	3190				\$973.05	\$973.05
L T G POWER EQUIPMENT	WEED WHIP CARBURETOR	701	46500	2220		002		\$54.43	\$54.43
L T G POWER EQUIPMENT	Z MOWER PARTS	701	46500	2220		002		\$60.44	\$60.44
L T G POWER EQUIPMENT	Z MASTER PARTS	701	46500	2220		002		\$99.96	\$99.96
L T G POWER EQUIPMENT	WACKER ROLLER FUEL TANK	701	46500	2220		002		\$13.08	\$13.08
L T G POWER EQUIPMENT	WEED WHIP REWIND PARTS	701	46500	2220		002		\$27.54	\$27.54
LEE SPORTS SURFACING	THEISEN PARK PICKLEBALL COURTS	405	43710	3810				\$60,950.00	\$60,950.00

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
LILLIE SUBURBAN NEWSPAPERS INC	LEGAL NOTICES	445	47000	5950				\$35.00	\$75.25
		101	40200	3360		001		\$40.25	
MENARDS CASHWAY LUMBER **FRIDL	LANDSCAPE EDGING FOR SOUTH FIRE STATION	101	43710	2240				\$45.96	
MID CENTRAL DOOR	KEYS FOR MAINTENANCE CENTER	701	46500	2183		001		\$52.40	\$52.40
MINNESOTA CITY/COUNTY MGMT ASS	MCMA & APMP DUE-5/1/14-4/30/15 SIMONSON	101	40200	4330		004		\$183.63	
MPLS ST PAUL BUSINESS JOURNAL	SUBSCRIPTION - SIMONSON	240	44400	3190				\$91.00	\$91.00
NAPA AUTO PARTS	Z-MASTER 3 OIL	701	46500	2220		002		\$17.97	\$17.97
NAPA AUTO PARTS	Z-MASTER PUSH MOWERS OIL	701	46500	2220		002		\$47.88	\$47.88
NAPA AUTO PARTS	SHOP SUPPLIES	701	46500	2180		001		\$53.05	\$53.05
NEWMAN SIGNS	SIGN BLANKS SIGN SUPPLIES	101	42200	2180		003		\$596.85	\$596.85
OFFICE DEPOT	GENERAL OFFICE SUPPLIES	101	40200	2010		002		\$168.85	\$168.85
OFFICE DEPOT	GENERAL OFFICE SUPPLIES	101	40200	2010		002		\$10.63	\$114.87
		101	44100	2010				\$104.24	
RAMSEY COUNTY	LAW ENFORCEMENT SERVICES-JULY 2014	101	41100	3190				\$160,469.99	\$160,469.99
REDZONE ROBOTICS INC	SANITARY SEWER LINE INVENTORY/INSPECTION	602	45550	3190		004		\$121,939.00	
REED'S SALES AND SERVICE	DRILL MOTOR	701	46500	2400		006		\$68.88	\$68.88
RES SPECIALTY PYROTECHNICS, IN	FIRWORKS FOR SLICE 2014	270	40250	3190		004		\$8,000.00	\$8,000.00
RICOH USA INC.	CONSUMABLES FOR RICOH UTILITY PRINTER	101	40550	3860		004		\$567.78	\$567.78
RICOH USA INC.	TONER RETURN BOXES	101	40550	3860		004		\$57.00	\$57.00
SAFE-FAST INC	SAFETY GLASSES	601	45050	2280		001		\$37.00	\$74.00
		602	45550	2282		001		\$37.00	
SAFE-FAST INC	5 RAIN JACKETS FOR CREW	101	42200	3970		001		\$40.91	
		601	45050	3970		001		\$40.91	
		602	45550	3970		001		\$40.91	\$163.65
		603	45850	3970		001		\$20.46	
		701	46500	3970		001		\$20.46	
SAFE-FAST INC	6 RAINWEAR FOR CREWS	101	42200	3970		001		\$57.28	
		601	45050	3970		001		\$57.28	
		602	45550	3970		001		\$57.28	
		603	45850	3970		001		\$28.64	
		701	46500	3970		001		\$28.63	\$229.11
SOLBREKK	NETWORK STORAGE MAINTENANCE	101	40550	3860		011		\$15,585.00	\$15,585.00
T.A. SCHIFSKY & SONS, INCORPOR	ASPHALT FOR STREET REPAIRS	101	42200	2180		002		\$460.51	
TRI STATE BOBCAT, INC.	TOOLCAT MOWER BLADE BOLTS	701	46500	2220		002		\$39.93	
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	
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 PARKS	101	43710	3970				\$61.00	

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
UNIFIRST CORPORATION	UNIFORM RENTAL CC	220	43800	3970				\$49.46	\$49.46
UNIFIRST CORPORATION	UNIFORM RENTAL CC	220	43800	3970				\$49.46	\$49.46
UNIFIRST CORPORATION	UNIFORM RENTAL PARKS	101	43710	3970				\$61.00	\$61.00
UNIFIRST CORPORATION	UNIFORM RENTAL CC	220	43800	3970				\$49.46	\$49.46
UNIVERSITY OF MINNESOTA	PESTICIDE RECERTIFICATION WORKSHOPS	101	43710	4500				\$480.00	\$480.00
UNIVERSITY OF MINNESOTA	WORK ZONE TRAFFIC CONTROL TRAINING	101	42200	4500		001		\$87.50	\$350.00
		601	45050	4500		003		\$87.50	
		602	45550	4500		003		\$87.50	
		603	45850	4500		003		\$87.50	
UNLIMITED SUPPLIES INC	SHOP SUPPLIES	701	46500	2180		001		\$120.67	
VALLEY-RICH CO, INC	WATERMAIN GRAMSIE	601	45050	3190		004		\$4,001.81	\$4,001.81
VAN PAPER COMPANY	TRASH BAGS FOR PARKS	101	43710	2240				\$147.72	\$147.72
VERUS CORPORATION	SHIPPING FOR NETWORK APPLIANCE	101	40550	2010		005		\$14.52	\$14.52
WARNING LITES OF MINNESOTA INC	SIGNS FOR CLOSING GRAMSIE RD FLOODING	101	42200	2180		001		\$217.92	\$217.92
Total of all invoices:								\$411,411.75	=====

Purchase Voucher

City of Shoreview
 4600 Victoria Street North
 Shoreview MN 55126

Voucher Number	42,979
Vendor number	01446 1 2014
Vendor name	TREASURY, DEPARTMENT OF
Address	INTERNAL REVENUE SVC - EFT/NO CHECK EFTPS ENROLLMENT PROCESSING P.O. BOX 4210 IOWA CITY IA 52244

Date	Comment line on check	Invoice number	Amount
07-11-14	FEDERAL WITHHOLDING TAX: 07-11-14	07-16-14	\$63,972.82

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

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

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

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

Cooperative purchasing venture consideration requirement does not apply.

Return to: _____

Account Coding	Amount
101 21710	\$24,319.00
101 21730	\$32,137.60
101 21735	\$7,516.22
SEE PERMANENT PAYROLL RECORDS	

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

Reviewed by: J. Kuschel
 (signature required) Jodee Kuschel

Approved by: T.S.
 (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	42,900		
Vendor number	00416 1	2014	
Vendor name	METROPOLITAN COUNCIL		
Address	PO BOX 856513 MINNEAPOLIS MN 55485-6513		

Date	Comment line on check	Invoice number	Amount
07-07-14	SEWER SERVICE-AUGUST 2014	1036035	\$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 tax included on invoice?	Not 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	42,812
Vendor number	01337 2 2014
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
07-02-14	LAW ENFORCEMENT SERVICES-JULY 2014	SHRFL-001332	\$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
101 41100 3190	\$160,469.99

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	42,815
Vendor number	01439 1 2014
Vendor name	LEE SPORTS SURFACING
Address	3027 EDGERTON STREET LITTLE CANADA, MN 55117

Date	Comment line on check	Invoice number	Amount
06-27-14	THEISEN PARK PICKLEBALL COURTS	1710	\$60,950.00

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

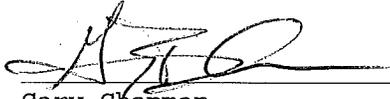
Purchase was made through the state's cooperative purchasing venture.

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 43710 3810	\$60,950.00

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

Reviewed by: 
 (signature required) Gary Chapman

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	LEE SPORTS SURFACING	\$60,950.00*
Quote 2	TENNIS WEST	\$36,730.00
Explanation if no quote received	LEE SPORTS QUOTE INCLUDED REPLACING OLD WORN OUT ASPHALT AND PICKLEBALL NET POST AND NETS	

Purchase Voucher

City of Shoreview
 4600 Victoria Street North
 Shoreview MN 55126

Voucher Number	42,923
Vendor number	01901 1 2014
Vendor name	REPUBLIC SERVICES INC #899
Address	PO BOX 9001154 LOUISVILLE, KY 40290-1154

Date	Comment line on check	Invoice number	Amount
06-25-14	JUNE ALLIED WASTE SERVICES	0899-002505851	\$30,817.77

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?

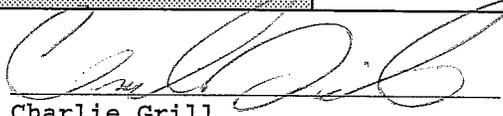
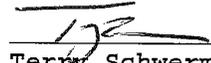
Purchase was made through the state's cooperative purchasing venture.

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	\$30,817.77

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	42,924
Vendor number	01901 1 2014
Vendor name	REPUBLIC SERVICES INC #899
Address	PO BOX 9001154 LOUISVILLE, KY 40290-1154

Date	Comment line on check	Invoice number	Amount
06-01-14	SPRING CLEANUP DAY 2014	0899-0012345	\$27,305.55

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.

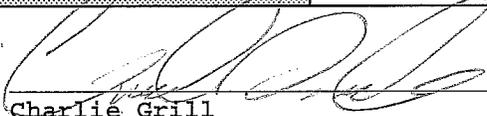
Purchase was made through another source. The state's cooperative purchasing venture was considered.

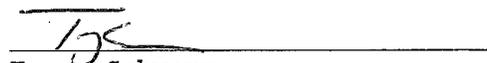
Cooperative purchasing venture consideration requirement does not apply.

Return to: _____

Account Coding	Amount
210 42750 3640	\$27,305.55

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	42,815
Vendor number	01439 1 2014
Vendor name	LEE SPORTS SURFACING
Address	3027 EDGERTON STREET LITTLE CANADA, MN 55117

Date	Comment line on check	Invoice number	Amount
06-27-14	THEISEN PARK PICKLEBALL COURTS	1710	\$60,950.00

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 43710 3810	\$60,950.00

Is sales tax included on invoice?	Not Taxable
If no, amount subject to sales use tax	\$
Reviewed by: (signature required) Gary Chapman	
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	LEE SPORTS SURFACING	\$60,950.00 *
Quote 2	TENNIS WEST	\$36,730.00
Explanation if no quote received	LEE SPORTS QUOTE INCLUDED REPLACING OLD WORN OUT ASPHALT AND PICKLEBALL NET POST AND NETS	

Purchase Voucher

City of Shoreview
 4600 Victoria Street North
 Shoreview MN 55126

Voucher Number	42,812
Vendor number	01337 2 2014
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
07-02-14	LAW ENFORCEMENT SERVICES-JULY 2014	SHRFL-001332	\$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
101 41100 3190	\$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	43,073		
Vendor number	01276 1	2014	
Vendor name	HEALTH PARTNERS		
Address	NW 3600 PO BOX 1450 MPLS MN 55485-3600		

Date	Comment line on check	Invoice number	Amount
07-10-14	HEALTH INSURANCE: AUG 2014	49441390	\$57,483.54

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

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

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

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

Cooperative purchasing venture consideration requirement does not apply.

Return to: _____

Account Coding	Amount
101 20410	\$57,483.54
101 20411	

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

Reviewed by: J. Kuschel
 (signature required) Jodee Kuschel

Approved by: T. 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	42,926
Vendor number	00943 1 2014
Vendor name	REDZONE ROBOTICS INC
Address	91 43RD STREET SUITE 250 PITTSBURGH PA 15201

Date	Comment line on check	Invoice number	Amount
07-01-14	SANITARY SEWER LINE INVENTORY/INSPECTION	RZ9533	\$121,939.00

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

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

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

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

Cooperative purchasing venture consideration requirement does not apply.

Return to: _____

Account Coding	Amount
602 45550 3190 004	\$121,939.00

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	

Proposed Motion

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

To approve the purchase agreement with Moser Homes, Inc. for the sale of City-owned property at 3339 Victoria Street for the amount of \$120,000, and subject to the terms and conditions outlined in the agreement.

VOTE: AYES: _____ NAYS: _____

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

Memorandum

To: Mayor and City Council
From: Tom Simonson
Assistant City Manager and Community Development Director
Date: July 17, 2014
Re: Approval of Purchase Agreement with Moser Homes (3339 Victoria Street)

Introduction

As recommended by the Economic Development Authority (EDA), City staff is requesting the City Council formally approve a purchase agreement for the sale of the City-owned property at 3339 Victoria Street to Moser Homes, Inc.

Background

The City acquired the 1.5 acre blighted property in October, 2013, after over two decades of repeated code enforcement and legal actions regarding major property and housing maintenance issues. Subsequently, the City coordinated the clean-out and demolition of the house and other structures, removal of hazardous materials, and site restoration. Work on capping/sealing a remaining well is nearly complete, along with the final grading and seeding will be done.



Concurrent with the clean-up and demolition efforts, the Economic Development Authority explored redevelopment options for the property that would provide new housing in the community. At the direction of the EDA, staff prepared and distributed a Request for Proposals (RFP) to qualified area builders and developers of single-family housing seeking purchase offers along with a development concept. The City elected to pursue this process rather than place the land on the open market so we could better ensure the property will be redeveloped in a

quality manner that will be a positive for the neighborhood that was long impacted negatively by the nuisance property.

Moser Homes, Inc., a long-time homebuilder and developer in Shoreview and the Twin Cities area, is planning on constructing two custom market rate single-family homes on the 1.5 acre property. The developer expects the price range of the homes will be consistent with those in the surrounding area.

Moser Homes recently received approval of the lot split and variance relating to house setbacks from the Planning Commission, and the City Council formally acted on the minor subdivision on July 7th. The purchase of the property at 3339 Victoria Street by Moser Homes was contingent upon the subdivision approval by the City.

EDA Actions

In April of this year, the EDA received the RFP submitted by Moser Homes, Inc. and tentatively accepted the proposal, directing staff to negotiate a formal purchase agreement. The original offer from Moser Homes was for the purchase price of \$115,000, but after further discussions the proposed purchase price is for the amount of \$120,000, as agreed to by both parties.

Included with this report is the purchase agreement that was drafted by the City Attorney and signed by Robert Moser of Moser Homes, Inc. With the exception of the transaction being contingent on Moser Homes obtaining subdivision approval to build two homes, most other terms and conditions outlined in the purchase agreement are routine and standard provisions.

The EDA unanimously approved the purchase agreement with Moser Homes at their July 7th meeting. Upon approval of the purchase agreement by the City Council, a closing on the transaction will likely occur sometime in August, but no later than October 31st of this year, as stipulated in the agreement.

Recommendation

The EDA is recommending the City Council formally approve the purchase agreement with Moser Homes, Inc. for the sale of City-owned property at 3339 Victoria Street for the amount of \$120,000, subject to the terms and conditions outlined in the agreement.

PURCHASE AGREEMENT

THIS PURCHASE AGREEMENT ("Agreement") is made as of June ____, 2014 ("Effective Date") between City of Shoreview, a Minnesota municipal corporation ("Seller") and Moser Homes, Inc., a Minnesota corporation ("Buyer").

In consideration of this Agreement, Seller and Buyer agree as follows:

1. **Sale of Property.** Seller agrees to sell to Buyer, and Buyer agrees to buy from Seller, the real property located at 3339 Victoria Street, City of Shoreview, County of Ramsey, State of Minnesota, legally described on the attached **Exhibit "A"** ("Property").

2. **Purchase Price and Manner of Payment.** The total purchase price ("Purchase Price") to be paid by Buyer to Seller for the Property shall be One Hundred Twenty Thousand and 00/100 Dollars (\$120,000.00), and shall be payable as follows:

- (a) One Thousand and 00/100 Dollars (\$1,000.00) as earnest money ("Earnest Money"), to be deposited in escrow with Kelly & Lemmons, P.A. Trust Account, as hereinafter defined, contemporaneously with the execution of this Agreement, which Earnest Money shall be non-refundable, except as otherwise stated herein; and
- (b) One Hundred Nineteen Thousand and 00/100 Dollars (\$119,000.00) payable by cash, check or wire transfer at the Closing, as hereinafter defined.

3. **Closing.** The closing shall occur no later than 30 days after the Buyer receiving the last permit satisfying the terms as set forth in Paragraph 5(e) of this Agreement. In no event shall the Closing occur later than October 31, 2014. The Closing shall take place at the office of Kelly & Lemmons, P.A. or such other place as may be agreed to by the parties. Seller agrees to deliver possession of the Property to Buyer on Closing Date.

4. **Seller's Documents.** Seller shall deliver to Buyer within five (5) business days from the date this Agreement has been executed by all parties the following documents to the extent said documents are in the Seller's possession: Phase I Environmental Report, Soil Test, and Engineering Reports ("Seller's Documents").

5. **Contingencies to Closing.** The closing of the transaction contemplated by this Agreement and all the obligations of Buyer and Seller under this Agreement are subject to fulfillment of the following "Contingencies":

- (a) **Representations and Warranties.** The representations and warranties of Buyer and Seller contained in this Agreement must be true now and on the Closing Date as if made on the Closing Date.
- (b) **Title.** Title shall be found acceptable to Buyer, or made acceptable, in accordance with the requirements and terms of Section 9 below.

- (c) **Performance of Seller's Obligations.** Seller shall have performed all of the obligations required to be performed by Seller under this Agreement, as and when required by this Agreement.
- (d) **Performance of Buyer's Obligations.** Buyer shall have performed all of the obligations required to be performed by Buyer under this Agreement, as and when required by this Agreement.
- (e) Buyer obtaining by Closing from the City of Shoreview all required permits and approvals necessary to subdivide the Property into two parcels and construct a single family home on each parcel at the location shown on "**Exhibit B**". This contingency shall include but not be limited to determination by Buyer at Buyer's sole discretion that the existing Zoning Code of the City of Shoreview allows the Property to be used for the purposes shown on **Exhibit B** attached hereto.
- (f) Buyer satisfying itself that property is not located in a designated 100-year flood plain area.

If any of the Contingencies set forth above in this Section are not satisfied by the Closing Date, this Agreement may be terminated, at the option of either party, by written notice to the other party at any time prior to the Closing Date. Upon termination by either party: (a) Buyer and Seller shall execute a recordable written termination of this Agreement, which shall include Buyer's quit claim of any interest in and to the Property; (b) the Earnest Money and any interest accrued thereon shall be returned to the Buyer; and (c) neither party shall have any further rights or obligations under the terms of this Agreement.

6. **Seller's Closing Documents.** On the Closing Date, Seller shall execute and/or deliver to Buyer the following (collectively "Seller's Closing Documents"):

- (a) **Warranty Deed.** A limited warranty deed using the Uniform Conveyance Blank Form, subject only to "Permitted Encumbrances."
- (b) **Seller's Affidavit.** An affidavit of title by Seller indicating that on the Closing Date there are no outstanding, unsatisfied judgments, tax liens, or bankruptcies against or involving Seller or the Property; that there has been no labor or material furnished to the Property for which payment has not been made or for which mechanic's liens could be filed; and that there are no other unrecorded interests in the Property, together with whatever standard owner's affidavit and/or indemnity (ALTA Form) which may be required by Title to issue an Owner's Policy of Title Insurance with the standard exceptions other than survey waived.
- (c) **Other Documents.** All other documents reasonably determined by Buyer to be necessary to transfer the Property to Buyer free and clear of all encumbrances except the Permitted Encumbrances.

7. **Buyer's Closing Documents.** On the Closing Date, Buyer shall execute, deliver, and/or cause to be delivered to Seller the following (collectively "Buyer's Closing Documents"):

- (a) **Earnest Money.** The Earnest Money, deposited by Buyer with Title, in accordance with the terms of this Agreement.
- (b) **Purchase Price.** The unpaid balance of the Purchase Price by cash, or by funds and a form of satisfactory to Title, to be deposited in Title's trust account delivered to Seller.
- (c) **Title Documents.** Such affidavits of Buyer, certificates of value or other documents as may be reasonably required by Title in order to record the Seller's Closing Documents and issue the Title Insurance Policy required by this Agreement.

8. **Prorations.** Seller and Buyer agree to the following prorations and allocation of costs regarding this Agreement:

- (a) **Closing Fee.** Seller and Buyer will each pay one-half of any reasonable and customary closing and escrow fee not to exceed Five Hundred and 00/100 Dollars (\$500.00).
- (b) **Real Estate Taxes and Special Assessments.** On the Closing Date, Seller shall pay all real estate taxes due and payable in the years prior to the year of Closing. Real estate taxes payable in the year of Closing shall be prorated by Seller and Buyer as of the Closing Date based upon a calendar fiscal year. Seller shall pay on Date of Closing all other special assessments levied as of the date of this Purchase Agreement. In the event any special assessments are pending as of the date of this Purchase Agreement for improvements that have been ordered by any assessing authority, the Seller shall provide for payment thereof by escrowing 1.5 times the estimated amount of the assessment.
- (c) **Recording Costs.** Seller shall pay State transfer tax due. Buyer shall pay all other fees necessary to record the Limited Warranty Deed.

9. **Title Examination.** Title Examination shall be conducted as follows:

- (a) **Title Evidence.** Seller shall at its expense furnish to Buyer within twenty-one (21) days of the Effective Date, a Registered Property Abstract certified to-date.
- (b) **Buyer's Objections.** Within ten (10) days after receiving the last of the Title Evidence, Buyer shall make written objections ("Objections") to the form and/or contents of the Title Evidence. Buyer's failure to make Objections within such time period shall constitute waiver of Objections. Any matter shown on such Title Evidence and not objected to or waived by Buyer shall be a "Permitted Encumbrance" hereunder. Seller shall have ninety (90) days after receipt of the

Objections to cure the Objections, during which period the Closing shall be postponed as necessary. Seller shall use its best efforts to correct any Objections. Notwithstanding the foregoing, if Seller reasonably believes that an Objection cannot be cured within the ninety (90) day period, Seller shall have the right to notify Buyer that the Seller does not intend to cure the Objection. In that event, Buyer shall have the option to do one of the following:

- (i) Terminate this Agreement and receive a refund of the Earnest Money and the interest accrued and unpaid on the Earnest Money, if any; or
- (ii) Waive the objections and proceed to Closing.

10. **Representations and Warranties Seller.** Seller represents and warrants to Buyer as follows:

- (a) **Assessments.** Seller has received no notice of actual or threatened special assessments or reassessments of the Property except assessments associated with the proposed development of the Property.
- (b) **Water Wells.** Seller represents to Buyer that to the best of Seller's knowledge, all wells located on the property have been properly sealed.
- (c) **Access.** To the best of Seller's knowledge, no fact or condition exists which would result in the termination of the current access from the Property to any presently existing streets and roads adjoining or situated on the Property or to any existing sewer or other utility facility servicing adjoining or situated on the Property.
- (d) **Environmental Conditions.** Except as disclosed in the environmental documents delivered to Buyer by Seller pursuant to the terms of this Agreement, Seller has no knowledge of any violation of any environmental laws (as hereinafter defined) related to the Property or the presence or release of hazardous materials on or from the Property in violation of environmental laws, except as disclosed in the Environmental Reports, Studies and other information relating to the environmental condition of the Property delivered by Seller to Buyer or made available for Buyer's review. The terms "Environmental Laws" means the Resource Conservation Recovery Act and the Comprehensive Environmental Response Compensation Liability Act ("CERCLA") and other laws governing the environment as in effect on the date of this Agreement together with their implementing regulations and guidelines as of the date of this Agreement, and all state, regional, county, municipal and other local laws, regulations and ordinances that are equivalent or similar to the federal laws recited above and that purport to regulate hazardous materials in effect as of the date of this Agreement. "Hazardous Materials" means any substance which is: (i) designated, defined, classified or regulated as a hazard substance, hazardous material, hazardous waste, pollutant or contaminate under any environmental law, as currently in effect as of the date of this Agreement; (ii) petroleum hydrocarbon, including

crude oil or any fraction thereof and all petroleum products; (iii) PCB's; (iv) lead; (v) friable asbestos; (vi) flammable explosives; (vii) infectious materials; or (viii) radioactive materials.

- (e) **Private Sewer System.** The Seller represents that the Property is connected with a public waste facility.

Seller shall indemnify Buyer, its successors and assigns, against, and shall hold Buyer, its successors and assigns, harmless from, any expenses or damages, including reasonable attorneys' fees, that Buyer incurs because of the breach of any of the above representations and warranties, whether such breach is discovered before or after Closing. Each of the representations and warranties herein contained shall survive the Closing for a period of one (1) year. Wherever herein a representation is made to "the best knowledge of Seller", such representation is limited to the knowledge of Seller.

11. **Representations and Warranties by Buyer.** Buyer represents and warrants to Seller that Buyer is a corporation duly organized under the laws of the State of Minnesota and is duly qualified to transact business in the State of Minnesota; that Buyer has the requisite of power and authority to enter into this Agreement and the Buyer's Closing Documents signed by it; such documents have been duly authorized by all necessary action on the part of Buyer and have been duly executed and delivered; that the execution, delivery and performance by Buyer of such documents do not conflict with or result in violation of Buyer's Articles of Organization or Bylaws or any judgment, order or decree of any court or arbiter to which Buyer is a party; such documents are valid and binding obligations of Buyer, and are enforceable in accordance with their terms. Buyer shall indemnify Seller, its successors and assigns, against, and shall hold Seller, its successors and assigns, harmless from, any expenses or damages, including reasonable attorneys' fees, that Seller incurs because of the breach of any of the above representations and warranties, whether such breach is discovered before or after closing. Consummation of this Agreement by Seller with knowledge of any such breach by Buyer will not constitute a waiver or release by Seller of any claims due to such breach.

12. **Condemnation.** If, prior to Closing Date, eminent domain proceedings are commenced against all or any part of the Property, Seller shall immediately give notice to Buyer of such fact and at Buyer's option (to be exercised within thirty (30) days after Seller's notice), this Agreement shall terminate, in which event neither party shall have further obligations under this Agreement and the Earnest Money, together with any accrued interest, shall be refunded to Buyer. If Buyer shall fail to give such notice then there shall be no reduction in the Purchase Price, and Seller shall assign to Buyer at the Closing Date all of Seller's right, title and interest in and to any award made or to be made in the condemnation proceedings. Prior to Closing Date, Seller shall not designate counsel, appear in, or otherwise act with respect to the condemnation proceedings without Buyer's prior written consent, which consent shall not be unreasonable withheld.

13. **Due Diligence.** Buyer and its representatives shall be permitted to enter upon the Property at any reasonable time and from time to time during the due diligence period to examine, inspect and investigate the Property as well as all records and all documentation related

to the Property (collectively "Due Diligence"). The Due Diligence shall be subject to the following terms and conditions.

- (a) Purchaser shall have the right to enter upon the Property for the purpose of conducting its Due Diligence provided that in each such instance the Buyer's full compliance with the provisions of Paragraph (e) hereof. Buyer shall take all necessary actions to insure that neither it nor any of its representatives will reasonably interfere with tenant or ongoing operations occurring at the Property. Buyer shall not cause or permit any mechanic's liens, materialman's liens or any liens to be filed against the Property as a result of its Due Diligence.
- (b) Buyer shall have 45 days from the Effective Date to conduct its Due Diligence. If Buyer finds any inspections to be unsatisfactory for any reason, Buyer may terminate this Agreement by giving written notice of termination to Seller on or before the expiration of the Due Diligence period. If Buyer does not timely give notice of termination as aforesaid, Buyer shall be deemed to have elected to purchase the Property in accordance with the terms and conditions of this Agreement. In the event termination occurs within the 45 day period, the Earnest Money, together with interest earned thereon, shall be immediately returned to Buyer and neither party shall have any further obligations to the other party hereunder, except for the Surviving Obligations.
- (c) Buyer agrees to indemnify, protect, defend and hold Seller harmless from and against any and all liabilities, demands, actions, causes of actions, suits, claims, losses, damages, costs and expenses (including without limitation, reasonable attorney's fees) suffered or incurred by Seller as a result of or in connection with any activities of Buyer relating to the Property, including without limitation, mechanic's liens, damage to the Property, injury to persons or property resulting from such activities in connection therewith. In the event that the Property is disturbed or altered in any way as a result of such activities, Buyer shall promptly restore the Property to its condition existing prior to the commencement of such activities which disturb or alter the Property.

If upon completion of Due Diligence Buyer elects to purchase the Property, Buyer agrees to purchase the Property in "As Is" condition regarding all surface and sub-surface conditions.

14. **Mutual Indemnification.** Seller and Buyer agree to indemnify each other against, and hold each other harmless from, all liabilities (including reasonable attorneys' fees in defending against claims) arising out of the ownership, operation or maintenance of the Property for their respective periods of ownership. Such rights to indemnification shall not arise to the extent that (a) the party seeking indemnification actually receives insurance proceeds or other cash payments directly attributable to the liability in question (net of the cost of collection, including reasonable attorneys' fees; or (b) the claim for indemnification arises out of the act or neglect of the party seeking indemnification. If and to the extent that the indemnified party has insurance coverage, or the right to make claim against any third party for any amount to be indemnified against as set forth above, the indemnified party shall, upon full performance by the

indemnifying party of its indemnification obligations, assign such rights to the indemnifying party or, if such rights are not assignable, the indemnified party shall diligently pursue such rights by appropriate legal action or proceeding and assign the recovery and/or right of recovery to the indemnifying party to the extent of the indemnification payment made by such party less the costs of recovery incurred by the indemnified party, including reasonable attorney's fees.

15. **Assignment.** Either party may assign its rights under this Agreement.

16. **Notices.** All notices and demands given or required to be given by any party hereto to any other party shall be deemed to have been properly given if and when delivered in person, sent by facsimile (with verification of receipt) or one (1) business day after having been deposited with any overnight courier, addressed as follows (or sent to such other address as any party shall specify to the other party pursuant to the provisions of this Section):

If to Seller:

Tom Simonson
Assistant City Manager and
Community Development Director
City of Shoreview
4600 Victoria Street N.
Shoreview, MN 55126

and

Kelly & Lemmons, P.A.
223 Little Canada Road E., Suite 200
St. Paul, MN 55117

If to Buyer:

Robert Moser
Moser Homes, Inc.
1000 County Road E, Suite 220
Shoreview, MN 55126

In the event either party delivers a notice by facsimile, as set forth above, such party agrees to deposit the originals of the notice in a post office, branch Post office, or mail depository maintained by the U.S. Postal Service, postage prepaid and addressed as set forth above. Such deposit in the U.S. Mail shall not affect the deemed delivery of the notice by facsimile, provided that the procedures set forth above are fully complied with. Any party, by notice given as aforesaid, may change the address to which subsequent notices are to be sent to such party.

17. **Captions.** The section headings or captions appearing in this Agreement are for convenience only, are not a part of this Agreement and are not to be considered in interpreting this Agreement.

18. **Entire Agreement; Modification.** This written Agreement constitutes the complete agreement between the parties and supersedes any prior oral or written agreements between the parties regarding the Property. There are no verbal agreements that change this

Agreement and no waiver of any of its terms shall be effective unless in writing executed by the parties.

19. **Binding Effect.** This Agreement binds and benefits the parties and their successors and assigns.

20. **Controlling Law.** This Agreement has been made under the laws of the State of Minnesota and such laws shall control its interpretation.

21. **Remedies.** If Buyer defaults under this Agreement, Seller shall have the right to terminate this Agreement by giving written notice to Buyer. If Buyer fails to cure such default within thirty (30) days of the date of such notice, this Agreement shall terminate, and upon such termination, Seller shall retain the Earnest Money as liquidated damages. If Seller defaults under this Agreement, Buyer shall have the right to terminate this Agreement by giving written notice to Seller. If Seller fails to cure such default in thirty (30) days of the date of such notice, this Agreement shall terminate, and upon such termination, Buyer shall receive a refund of the Earnest Money and all accrued interest thereon. If this Purchase Agreement is not canceled or terminated as provided hereunder, Buyer or Seller may seek actual damages for breach of this Purchase Agreement or specific performance of this Purchase Agreement; and, as to specific performance, such action must be commenced within six months after such right of action arises.

SELLER:

**City of Shoreview
(a Minnesota municipal corporation)**

By: _____
Its: _____

BUYER:

**Moser Homes, Inc.
(a Minnesota corporation)
LIC # : BC572856**

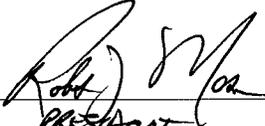
By:  _____
Its: President _____

EXHIBIT "A"

LEGAL DESCRIPTION

The following described real property located in the County of Ramsey, and State of Minnesota:

SKETCH PLAN

for MOSER HOMES, INC.
of 3339 VICTORIA STREET
SHOREVIEW, MN

LEGAL DESCRIPTION PROVIDED BY CLIENT

(Quit Claim Deed, Doc. No. 3261484)

That part of the SE quarter of Section 35, Township 30, Range 23, Ramsey Co., Minnesota, described as follows: Beginning at a point 560 feet East of the West line and 260 feet South of the North line of said quarter section; thence North parallel with the West line a distance of 135 feet more or less to the intersection with a line 260 feet South of and parallel with the East parallel line of section 35; thence West 133 feet, more or less, to place of beginning.

TOGETHER WITH

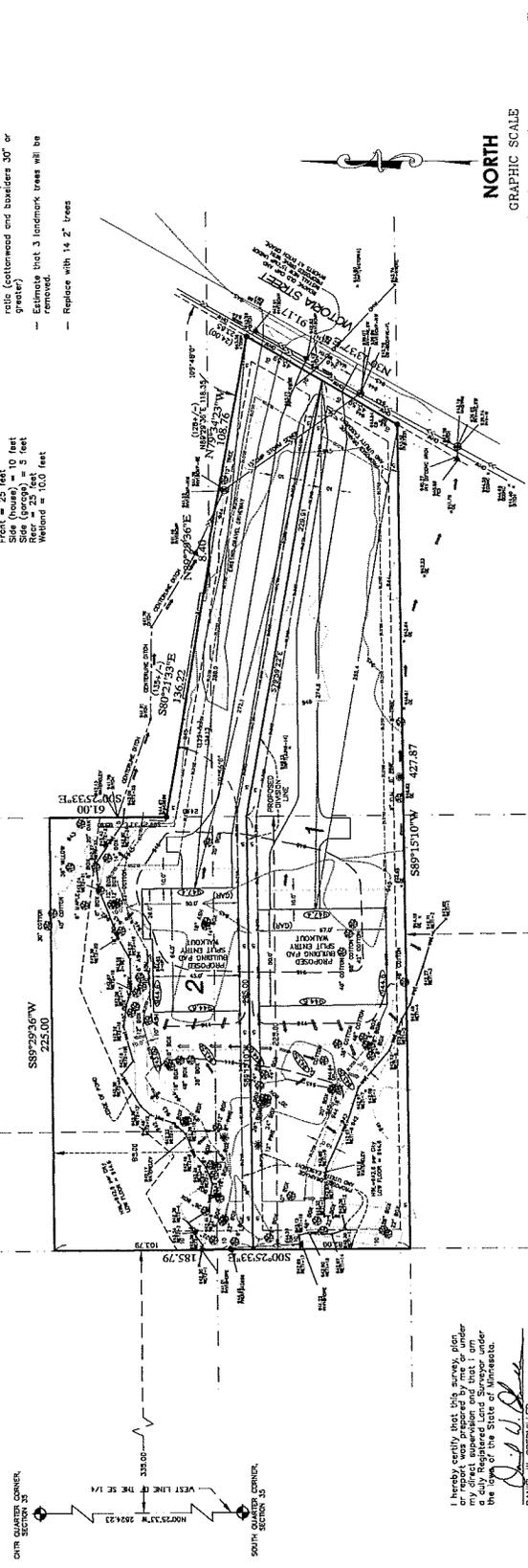
The South 85 feet of the North 260 feet of the West half of the Southeast quarter of section 35, Township 30, Range 23, except the West 335 feet thereof; also all that part of the following described property which lies within the West 335 feet thereof: Beginning at the East corner of the West 335 feet of the North line of said quarter section; thence North parallel with the West line a distance of 135 feet more or less to the intersection with a line 260 feet South of and parallel with the East parallel line of section 35; thence West 133 feet, more or less, to place of beginning.

R-1 ZONING SETBACKS:

- Front = 25 feet
- Side (houses) = 10 feet
- Side (garage) = 5 feet
- Wetland = 10.0 feet

POSSIBLE TREE REPLACEMENT

- All landmark trees to be replaced at 2:1 ratio (cottonwood and boxelders 30' or greater)
- Estimate that 3 landmark trees will be removed
- Replace with 14 2" trees



DEVELOPMENT DATA:

Overall parcel area = 651,534 sq. ft. (1,500 acres)
Proposed Lot 1 = 31,685 sq. ft. (0.73 acres)
Proposed Lot 2 = 31,669 sq. ft. (0.73 acres)
Proposed density = 1.33 lots/acre

Denotes proposed contour

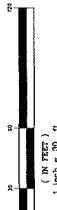
NOTES:

- Boundary and topographic information per CAD file from SEN. Plans dated 6/22/13.
- Field work has been done by E.C. Rud and Sons, Inc. on 6/18/2014. Boundaries tied into County Coords, some corners found, BM established, wetland flags located, drainage ditches and storm sewer located.

I hereby certify that this survey, plan, map or sketch was prepared by me or my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.

DANIEL W. OBERMILLER
Date: 6/11/2014 License No. 25345

E.C. RUD & SONS, INC.
Professional Land Surveyors
6776 Lake Drive NE, Suite 110
Lino Lakes, MN 55014
www.ecrud.com
Tel. (651) 361-8200 Fax (651) 361-8701



NO.	DATE	REVISION	DESCRIPTION	BY
1	6/22/13	PLAN	PLAN	BLP
2	5/7/14	FIELD WORK	FIELD WORK	BLP
3	6/18/14	FIELD WORK	FIELD WORK	BLP
4	6/18/14	FIELD WORK	FIELD WORK	BLP
5	6/11/14	REVISION	REVISION	BLP
6	6/11/14	REVISION	REVISION	BLP



April 7, 2014

Kathleen Castle, City Planner
Tom Simonson, Community Development Director
City of Shoreview
4600 Victoria St. N.
Shoreview, MN 55126

Dear Ms. Castle and Mr. Simonson:

Thank you for the opportunity to submit a proposal for the purchase of the property at 3339 Victoria St., Shoreview, MN. I have compiled the information that you specified in your Request For Proposal and have summarized it below for your review.

Legal name of firm and address:

Moser Homes, Inc.
1000 County Road E
Suite 220
Shoreview, MN 55126

Contact person and information:

Robert J. Moser
Cell: 651/775-3332
E-mail: bobmoser@moserhomesinc.com

Purchase offer:

Purchase price: \$115,000
Payment method: Cash at closing
Closing date: Within 30 days of City approvals
Contingency: City's approval of a minor subdivision (two lots) and related variances, if any.

Project Approach:

Moser Homes, Inc. proposes to subdivide the property for the construction of two custom single family homes. The price range of the homes will be equal to or great than those in the surrounding area.

April 7, 2014
Page 2

Financial capacity:

You may contact our lender to confirm our ability to complete this purchase.

Brad Benesh
North American Banking Company
9260 Hudson Road
Woodbury, MN 55125
Office: 651/714-6421

Project schedule:

If our offer is accepted, Moser Homes, Inc. will apply immediately for the subdivision of the property. If the City grants the necessary approvals, we propose to close and begin site improvements as soon as possible thereafter.

Statement of Qualifications:

Moser Homes, Inc. has completed single family home projects in several other Shoreview neighborhoods including Shoreview Woods and Snail Lake Landing.

Miscellaneous notes:

Moser Homes, Inc. would assume responsibility for costs related to this proposed project, including, but not limited to:

- Application fees
- Park Dedication fee
- City sewer and water connection fees
- Additional surveying and/or engineering costs as required
- Pro-rata share of real estate taxes due and payable the year of closing

Note: Buyer has the option to confirm and approve all applicable fees and costs prior to closing.

Seller warrants that the property is not located in a designated 100-year flood plain area and that there are no outstanding levied or pending assessments.

I hope that this proposal meets with your approval.

Sincerely,



Robert J. Moser

TO: MAYOR, CITY COUNCIL, CITY MANAGER
FROM: THOMAS L. HAMMITT
SENIOR ENGINEERING TECHNICIAN
DATE: JULY 17, 2014
SUBJECT: DEVELOPER ESCROW REDUCTIONS

INTRODUCTION

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

BACKGROUND

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

5131 Alameda St	Erosion Control completed
5165 St Albans St	Erosion Control & pavement removal completed

RECOMMENDATION

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

5131 Alameda St	Building Concepts& Design	\$ 2,000.00
5165 St Albans St	Southwind Builders	\$ 1,500.00

PROPOSED

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

HELD JULY 21, 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 July 21, 2014 at 7:00 p.m. The following members were present:

and the following members were absent:

Member introduced the following resolution and moved its adoption.

RESOLUTION NO. 14-51

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

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

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

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

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

5131 Alameda St	Building Concepts& Design	\$ 2,000.00
5165 St Albans St	Southwind Builders	\$ 1,500.00

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

and the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted this 21st day of July, 2014.

PUBLIC HEARING AGENDA

Purpose: MS4 ANNUAL REPORT FOR 2013

Published Time: 7:00 P.M.

Published Date: JUNE 11, 2014

Affidavit of Publication: JUNE 11, 2014

Review of Affidavit of Publication
by City Attorney: _____

Open Public Hearing - Time: _____

Hearing Discussion

MOVED TO CLOSE PUBLIC HEARING

BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

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

REGULAR COUNCIL MEETING
JULY 21, 2014

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to direct the Public Works Director to submit the final MS4 Annual Report for 2013 to the Minnesota Pollution Control Agency reflecting the receipt of any comments from the Public Hearing held on July 21, 2014.

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

REGULAR COUNCIL MEETING
JUNE 17, 2013

TO: MAYOR, CITY COUNCIL AND CITY MANAGER

FROM: MARK MALONEY, DIRECTOR OF PUBLIC WORKS
TOM WESOLOWSKI, CITY ENGINEER

DATE: JULY 21, 2014

SUBJ: DRAFT ANNUAL REPORT FOR 2013 AND PUBLIC HEARING FOR
SHOREVIEW'S MUNICIPAL SEPARATE STORM SEWER SYSTEM
PERMIT

INTRODUCTION

The City is required to prepare an annual report on the status of compliance with the City's Municipal Separate Storm Sewer System (MS4) Permit under the National Pollution Discharge Elimination System (NPDES) program. A draft copy of the annual report is attached at the end of this report. Prior to submitting the final report to the Minnesota Pollution Control Agency (MPCA), the City Council must hold a public hearing and consider comments from the public.

DISCUSSION

Staff has prepared a draft of the annual report for Shoreview's activity in 2013 relating to the City's MS4 Permit. This report is presented every year to the City Council in conjunction with a public hearing for the purpose of documenting our compliance with the permit.

Based upon population and level of urbanization, cities like Shoreview nationwide are required to be in compliance with these requirements, which went into effect in 2003. MS4 cities like Shoreview are required to maintain a Stormwater Pollution Prevention Plan (SWPPP) that covers six minimum control measures that include:

- Public education and outreach;
- Public participation/involvement;
- Illicit discharge, detection and elimination;
- Construction site runoff control;
- Post-construction site runoff control; and
- Pollution prevention/good housekeeping.

Our SWPPP, initially developed and submitted in 2003 and updated in 2006 and 2008, identifies best management practices (BMPs) and measurable goals associated with each minimum control measure. During 2013 the City re-applied for permit coverage under a new MS4 permit and was approved with coverage extended to July 31st, 2018. Like other MS4 entities, the new permit requires the City to complete a stormwater pond inventory and several City Code updates to ensure private development stormwater features are maintained in perpetuity. Staff will draft these changes this winter for City Council review.

The Annual Report for 2013 focuses specifically on the implementation of the SWPPP and the required six minimum control measures. Staff has prepared the MS4 Annual Report for 2013 in

“draft” form, which will be finalized to reflect any comments from the public hearing prior to its certification and submittal to the MPCA.

RECOMMENDATION

Following a staff overview of the draft Annual Report, the Council should conduct the Public Hearing and record any comments. The final MS4 Annual Report for 2013 will acknowledge the receipt of any comments for its submittal to the Minnesota Pollution Control Agency.



Minnesota Pollution Control Agency

520 Lafayette Road North
St. Paul, MN 55155-4194

MS4 Annual Report for 2013

Municipal Separate Storm Sewer Systems (MS4s)

Reporting period January 1, 2013 to December 31, 2013
Due June 30, 2014

Doc Type: *Permitting Annual Report*

Instructions: By completing this mandatory MS4 Annual Report form, you are providing the Minnesota Pollution Control Agency (MPCA) with a summary of your status of compliance with permit conditions, including an assessment of the appropriateness of your identified best management practices (BMPs) and progress towards achieving your identified measurable goals for each of the minimum control measures as required by the MS4 Permit (permit). If a permittee determines that program status or compliance with the permit can not be adequately reflected within the structure of this form additional explanation and/or information may be referenced in an attachment. This form has limitations and provides only a snap shot of your compliance with the conditions in the permit. After reviewing the information, MPCA staff may need to contact the permittee to clarify or seek additional information.

Submittal: This MS4 Annual Report must be submitted electronically to the MPCA using the submit button at the end of the form, from the person that is duly authorized to certify this form. All questions with an asterisk (*) are required fields (these fields also have a red border), and must be completed before the form will send. A manual confirmation e-mail will be sent in response to electronic submissions. If you do not receive an e-mail confirmation within two business days, please contact the program staff below. (If the submit button does work for you, you can save a copy of the form to a location on your computer where you will easily be able to retrieve it. You will then have to attach the form separately to an e-mail once you are within your Internet mail.)

If you have further questions, please contact one of these MPCA staff members (toll-free 800-657-3864):

- Scott Fox 651-757-2368 scott.fox@state.mn.us
- Claudia Hochstein 651-757-2881 claudia.hochstein@state.mn.us
- Cole Landgraf 651-757-2880 cole.landgraf@state.mn.us
- Dan Miller 651-757-2246 daniel.miller@state.mn.us
- Rachel Stangl 651-757-2879 rachel.stangl@state.mn.us

General Contact Information (*Required fields)

*Name of MS4: City of Shoreview *Contact name: Mark Maloney

*Mailing address: 4600 Victoria St N

*City: Shoreview *State: MN *Zip code: 55126

*Phone (including area code): 651-490-4651 *E-mail: mmaloney@shoreviewmn.gov

Minimum Control Measure 1: Public Education and Outreach [V.G.1] (*Required fields)

A. The permit requires each permittee to implement a public education program to distribute educational materials to the community or conduct equivalent outreach activities about the impacts of stormwater discharges on water bodies and steps that the public can take to reduce pollutants in stormwater runoff. [Part V.G.1.a]

Note: Indicate which of the following distribution methods you used. Indicate the number distributed in the spaces provided (enter "0" if the method was not used or "NA" if the data does not exist):

Media type	Number of media	Number of times published	Circulation/ Audience
<i>Example: Brochures:</i>	<i>3 different brochures</i>	<i>published 5 times</i>	<i>about 10,000</i>
Brochures:	Several brochures, handouts	available year round	entire city
Newsletter:	city newsletter	published 6 times	entire city
Posters:	EQC booth-Slice of Shoreview	one weekend	attendees
Newspaper articles:	EQC Green Community Award	Sept 2014	entire city
Utility bill inserts:			
Radio ads:			
Television ads:			
Cable Access Channel:	EQC Award Ceremony/Speakr	Repeated over course of year	10 northern cities
Other: EQC Speaker Series Feb 19	1 presentation-City Stormwater	Repeated over course of year	10 northern cities
Other: EQC Speaker Series March 19	1 presentation- Citizen stmwter	Repeated over course of year	10 northern cities
Other: Green Community Award	public outreach/recognition	Summer 2013	entire city

B. *Do you use a website as a tool to distribute stormwater educational materials? Yes No

What is the URL: shoreviewmn.gov

C. If you answered yes in question B. above, do you track hits to the site? Yes No

How many hits were to the stormwater page?: _____

D. *Did you hold stormwater related events, presentations to schools or other such activities? Yes No

If yes, describe:

*Green Community Award Recognition Ceremony - Presentations to the City Council in Fall 2013 - made available live, recorded for cable access. Individual properties and 1 business were recognized for outstanding best management practices in water quality/energy.
*Environmental Quality Committee Speaker Series - "Behind the Scenes look at Stormwater" & "We all live on Waterfront Property."

E. *Have specific messages been developed and distributed during this reporting year for Minimum Control Measure (MCM):

MCM 1: Yes No MCM 4: Yes No

MCM 2: Yes No MCM 5: Yes No

MCM 3: Yes No MCM 6: Yes No

F. *Have you developed partnerships with other MS4s, watershed districts, local or state governments, educational institutions, etc., to assist you in fulfilling the requirements for MCM 1? Yes No

G. List those entities with which you have partnered to meet the requirements of this MCM and describe the nature of the agreement(s). Attach a separate sheet if necessary:

Rice Creek Watershed District & the Ramsey Washington Metro Watershed District - stormwater management, education/outreach
Ramsey Conservation District - contract for erosion control inspection services, BMP projects
Clean Water Minnesota - partner for educational information
Blue Thumb - partner for outreach, education, earn membership by volunteer hours

H. *Have you developed methods to assess the effectiveness of your public education/outreach program? Yes No

If yes, describe:

Minimum Control Measure 2: Public Participation/Involvement [V.G.2] (*Required fields)

A. The permit requires you to hold at least one public meeting per year addressing the Stormwater Pollution Prevention Program. You must hold the public meeting prior to submittal to the Commissioner of the annual report. [Part V.G.1.e.]

B. *Did you hold a public meeting to present accomplishments and to discuss your Stormwater Pollution Prevention Program (SWPPP)? Yes No

If no, explain:

C. *What was the date of the public meeting: 07/21/2014

D. *How many citizens attended specifically for stormwater (excluding board/council members and staff/hired consultants)? 0

E. *Was the public meeting a stand-alone meeting for stormwater or was it combined with some other function (City Council meeting, other public event, etc.)? Stand-alone Combined

F. *Each permittee must solicit and consider input from the public prior to submittal of the annual report. Did you receive written and/or oral input on your SWPPP? [Part V.G.2.b.1-3] Yes No

G. *Have you revised your SWPPP in response to written or oral comments received from the public since the last annual reporting cycle? [Part V.G.2.c] Yes No

If yes, describe. Attach a separate sheet if necessary:

Minimum Control Measure 3: Illicit Discharge Detection and Elimination [V.G.3] (*Required fields)

The permit requires permittees to develop, implement, and enforce a program to detect and eliminate illicit discharges as defined in 40 CFR 122.26(b)(2). You must also select and implement a program of appropriate BMPs and measurable goals for this minimum control measure.

- A. *Did you update your storm sewer system map? Yes No

If yes, please explain which components (ponds, pipes, outfalls, waterbodies, etc.) were updated/added:

We are waiting to hire a GIS employee to incorporate changes from road reconstruction projects and update new BMP features.

Note: The storm sewer system map was to be completed by June 30, 2008. [Part V.G.3.a]

- B. *Have you modified the format in which the map is available? Yes No

- C. If yes, indicate the new format: Hardcopy only GIS system CAD

Other system: _____

- D. *Did you inspect for illicit discharges during the reporting year? Yes No

- E. If you answered yes in question D. above, did you identify any illicit discharges? Yes No

- F. If you answered yes in question E. above, how many illicit discharges were detected during the reporting period? _____

- G. If you answered yes in question E. above, did the illicit discharge result in an enforcement action? Yes No

If yes, what type of enforcement action(s) was taken (check all that apply):

Verbal warning Notice of violation Fines Criminal action Civil penalties

Other (describe): _____

Minimum Control Measure 4: Construction Site Stormwater Runoff [V.G.4] (*Required fields)

The permit requires that each permittee develop, implement, and enforce a program to reduce pollutants in any stormwater runoff to your small MS4 from construction activities within your jurisdiction that result in a land disturbance of equal to or greater than one acre, including the disturbance of less than one acre of total land area that is part of a larger common plan of development or sale if the larger common plan will ultimately disturb one or more acres. [Part V.G.4.]

- A. The permit requires an erosion and sediment control ordinance or regulatory mechanism that must include sanctions to ensure compliance and contains enforcement mechanisms [Part V.G.4.a]. Indicate which of the following enforcement mechanisms are contained in your ordinance or regulatory mechanism and the number of actions taken for each mechanism used during the reporting period (enter "0" if the method was not used or "NA" if the data does not exist). **Check all that apply.**

Enforcement mechanism	Number of actions
<input checked="" type="checkbox"/> Verbal warnings	# 8
<input checked="" type="checkbox"/> Notice of violation	# 2
<input type="checkbox"/> Administrative orders	#
<input checked="" type="checkbox"/> Stop-work orders	# 2
<input type="checkbox"/> Fines	#
<input type="checkbox"/> Forfeit of security of bond money	#
<input type="checkbox"/> Withholding of certificate of occupancy	#
<input type="checkbox"/> Criminal actions	#
<input type="checkbox"/> Civil penalties	#
<input type="checkbox"/> Other:	#

- B. *Have you developed written procedures for site inspections? Yes No

- C. *Have you developed written procedures for site enforcement? Yes No

- D. *Identify the number of active construction sites greater than an acre in your jurisdiction during the 2013 calendar year: 5 _____
- E. *On average, how frequently are construction sites inspected (e.g., weekly, monthly, etc.)? biweekly _____
- F. *How many inspectors, at any time, did you have available to verify erosion and sediment control compliance at construction sites during the reporting period? 3 _____

Minimum Control Measure 5: Post-construction Stormwater Management in New Development and Redevelopment [V.G.5] (*Required fields)

The permit requires each permittee to develop, implement, and enforce a program to address stormwater runoff from new development and redevelopment projects within your jurisdiction that disturb an area greater than or equal to one acre, including projects less than one acre that are part of a larger common plan of development or sale that discharge into your small MS4. Your program must ensure that controls are in place that would prevent or reduce water quality impacts. You must also select and implement a program of appropriate BMPs and measurable goals for this minimum control measure.

Note: The MS4 permit requirements associated with this minimum control measure were required to be fully developed and implemented by June 30, 2008.

- A. *Have you established design standards for stormwater treatment BMPs installed as a result of post-construction requirements? Yes No
- B. *Have you developed procedures for site plan review which incorporate consideration of water quality impacts? Yes No
- C. *How many projects have you reviewed during the reporting period to ensure adequate long-term operation and maintenance of permanent stormwater treatment BMPs installed as a result of post-construction requirements? [Part V.G.5.b. and Part V.G.5.c]. 0 _____
- D. *Do plan reviewers use a checklist when reviewing plans? Yes No
- E. *How are you funding the long-term operation and maintenance of your stormwater management system? (Check all that apply)
 - Grants Stormwater utility fee Taxes
 - Other: _____

Minimum Control Measure 6: Pollution Prevention/Good Housekeeping for Municipal Operations [V.G.6] (*Required fields)

The permit requires each permittee to develop and implement an operation and maintenance program that includes a training component and has the ultimate goal of preventing or reducing pollutant runoff from municipal operations. Your program must include employee training to prevent and reduce stormwater pollution from activities, such as park and open space maintenance, fleet and building maintenance, new construction and land disturbances, and stormwater system maintenance.

- A. *The permit requires each permittee to inspect annually all structural pollution control devices, such as trap manholes, grit chambers, sumps, floatable skimmers and traps, separators, and other small settling or filtering devices [Part V.G.6.b.2]
- B. *Did you inspect all structural pollution control devices during the reporting period? Yes No
- C. *Have you developed an alternate inspection frequency for any structural pollution control devices? [V.G.6.b.7] Yes No

**Indicate the total number of structural pollution control devices for which you have developed and alternative inspection frequency:* _____
- D. *Indicate the total number of structural pollution control devices (for example-grit chambers, sumps, floatable skimmers, etc.) within your MS4, the total number that were inspected during the reporting period, and calculate the percent inspected. Enter "0" if your MS4 does not contain structural pollution control devices or none were inspected. Enter "NA" if the data does not exist:

	*Total number	*Number inspected	*Percentage
*Structural pollution control devices:	74	74	100

- E. *Did you repair, replace, or maintain any structural pollution control devices? Yes No

F. *For each BMP below, indicate the total number within your MS4, how many of each BMP type were inspected and the percent inspected during the reporting period. Enter "0" if your MS4 does not contain BMPs or none were inspected. Enter "NA" if the data does not exist:

Structure/Facility type	*Total number	*Number inspected	*Percentage
*Outfalls to receiving waters:	493	493	100
*Sediment basins/ponds:	198	198	100
*Total	691	691	100

G. Of the BMPs inspected in F.. above, did you include any privately owned BMPs in that number? Yes No

H. If yes in G.. above, how many: _____

Section 7: Impaired Waters Review (*Required fields)

The permit requires any permittee whose MS4 discharges to a Water of the State, which appears on the current U. S. Environmental Protection Agency (EPA) approved list of impaired waters under Section 303(d) of the Clean Water Act, review whether changes to the SWPPP may be warranted to reduce the impact of your discharge [Part IV.D].

A. *Does your MS4 discharge to any waters listed as impaired on the state 303 (d) list? Yes No

B. *Have you modified your SWPPP in response to an approved Total Maximum Daily Load (TMDL)? Yes No

If yes, indicate for which TMDL: _____

Section 8: Additional SWPPP Issues (*Required fields)

A. *Did you make a change to any BMPs or measurable goals in your SWPPP since your last report? [Part VI.D.3.] Yes No

B. If yes, briefly list the BMPs or any measurable goals using their unique SWPPP identification numbers that were modified in your SWPPP, and why they were modified: *(Attach a separate sheet if necessary)*

C. *Did you rely on any other entities (MS4 permittees, consultants, or contractors) to implement any portion of your SWPPP? [Part VI.D.4.] Yes No

If yes, please identify them and list activities they assisted with:

Owner or Operator Certification (*Required fields)

The person with overall administrative responsibility for SWPPP implementation and permit compliance must certify this MS4 Annual Report. This person must be duly authorized and should be either a principal executive (i.e., Director of Public Works, City Administrator) or ranking elected official (i.e., Mayor, Township Supervisor).

*Yes - I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete (Minn. R. 7001.0070). I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment (Minn. R. 7001.0540).

*Name of certifying official: Mark Maloney

*Title: Public Works Director

*Date: 06/09/2014

(mm/dd/yyyy)

Submit

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

authorize vegetation removal from Snail Lake on behalf of the Snail Lake Improvement District.

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

REGULAR COUNCIL MEETING
JULY 21, 2014
TEW/

TO: MAYOR, CITY COUNCIL, AND CITY MANAGER
FROM: TOM WESOLOWSKI, CITY ENGINEER
DATE: JULY 17, 2014
SUBJ: AUTHORIZE VEGETATION REMOVAL FROM SNAIL LAKE

BACKGROUND

Over the past several weeks the City has received several calls from residents on Snail Lake concerned about floating vegetative mats on Snail Lake. Due to the high water level of the lake the vegetative mats have detached from the lake bottom and are pushed around the lake by wind and waves. The mats have caused damage to docks and shorelines around the lake.

The week of July 4th a number of the vegetative mats moved to the south end of the lake and blocked the boat ramp and beach area. The City and Ramsey County worked to remove mats that were blocking the boat launch area and once that was done the County moved off site. In response to the residents' concerns about the mats the City tried to remove more of the mats, but did not have the proper equipment. Instead City crews pulled them to the southwest corner of the lake and staked them to the lake bottom to keep them from moving around the lake.

Since that time additional floating mats have moved around the lake and are again at the south side of the lake near the beach and boat launch. The Snail Lake Improvement District (SLID) Board held a meeting on July 16th and is recommending the mats be removed. City Council authorization is required for the staff to extend resources to remove the mats.

DISCUSSION

In response to the concerns of the new floating mats, see attached photos, an emergency SLID Board meeting was held to discuss the issue. The Board members and residents that attended the meeting voiced concerns about potential property damage and safety issues relating to the floating mats and felt something should be done to address the issue.

Two alternatives were discussed to address the mat issue. The first alternative would consist of moving the mats up to the NW corner of the lake where they originated and staking them down to the lake bottom. The Board did not support staking the mats. They stated that staking has been tried in the past and the mats eventually break loose and float back into the lake. The second alternative would consist of removing the mats from the lake. The Board supports removal of the mats because it will significantly reduce the potential of future floating mats.

Blake Huffman, Ramsey County Commissioner, was at the meeting and stated that the County would not remove any floating mats unless they were blocking the boat ramp or were causing a safety issue. He also stated that the County would not have an issue if the City wanted to remove the mats from the lake.

To the extent possible, City staff and equipment would be used to haul away and dispose of the floating mats, but a special back-hoe with an operator would need to be rented to physically remove the mats from the lake. It is estimated the removal of the mats may take five days or more to complete and the cost for equipment and staff time could be approximately \$50,000 to \$60,000. Staff from the City's street department would assist the work. The cost for the removal would be included in the SLID's annual operation and maintenance costs for 2014 and be split between the SLID, Ramsey County Parks, and the City at the usually percentage; 45.4%, 13.8%, and 40.8%, respectively.

The estimated removal costs were discussed with the SLID Board and they voted to recommend removal of the vegetative floating mats to the City Council. The estimated costs were also discussed with Ramsey County Parks and they are in favor of removing the mats.

A Department of Natural Resources (DNR) permit is required to remove the mats. The City acquired a permit for the mats that were removed the week of July 4th. Staff contacted the DNR and it was determined the existing permit would cover the removal of the new floating mats.

RECOMMENDATION

The SLID Board is recommending the City Council authorize the removal of the vegetative floating mats from Snail Lake and the cost associated with removal be included in the SLID's annual operation and maintenance costs for 2014.

TEW\



**PROPOSED MOTION
TO ORDER ABATEMENT OF A PUBLIC NUISANCE**

MOTION BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

To adopt Resolution 14-50 ordering abatement of the public nuisance (pertaining to the unsecured pool, fence enclosure and accumulation of refuse and debris) for the property at 5435 St. Albans Street North.

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

Regular City Council Meeting
July 21, 2014

Abatement- Public Nuisance
5435 St. Albans Street North
Murphy/Owens
Page 2 of 10

TO: Mayor, City Council, and City Manager

FROM: Kathleen Castle, City Planner

DATE: July 16, 2014

SUBJECT: Abatement Order – Public Nuisance, 5435 St. Albans Street

INTRODUCTION AND BACKGROUND

The City recently became aware and verified upon inspection that the property at 5435 St. Albans Street is not being maintained in accordance with the City's property maintenance and housing standards. An abatement hearing has been scheduled before the City Council due to the extent of code violations, including nuisance conditions, on the property.

The property owner and taxpayer of record is J. Gregory Murphy. Mr. Murphy is the legal title owner and has executed a non-recorded Contract for Deed with Jesse Owens, who resides on the property. Since this Deed has not been recorded, Mr. Murphy is considered the legal property owner. Both parties have been notified of the public nuisance conditions and this abatement hearing.

PROPERTY MAINTENANCE CONDITIONS

An inspection of the property conducted on June 30, 2014 verified that the property is not being maintained in accordance with the City's property maintenance regulations. Some of these conditions represent a public nuisance and can be abated by the City. Property conditions include refuse, outside storage, parking and storage of vehicles and equipment, unsecured pool, fencing in disrepair and tall grass and weeds. The attached letter and photographs provide additional information regarding these code violations.

PUBLIC NUISANCE CONDITIONS

The majority of conditions identified above are defined as a public nuisance in the City Code Section 210.010 and include the following:

1. Certain ponds, pools and accumulation of stagnant water
2. Accumulation of refuse or debris
3. Tall grass and weeds

The nuisance conditions with the tall grass and weeds is being presented separately since this can be resolved through the accelerated abatement process.

Staff has prepared Resolution 14-50 ordering the abatement of the public nuisance conditions hazardous structure for consideration by the City Council. The order requires that the owner bring the property into compliance by removing the refuse/debris, repairing the fence, securing

the pool area with a self latching/self closing gate(s) and bringing the unmaintained pool into compliance by properly maintaining it or removing it.

If the corrections are not made within a reasonable time period, staff may file a motion for summary enforcement with District Court, thereby authorizing the City to correct the conditions through removal of the refuse or debris, securing of the pool with proper fencing and bringing the pool into compliance by repair or removal. The cost of correcting the public nuisance condition is recovered by the City, either by lien against the property, by obtaining a judgment against the owner, or by special assessment.

STAFF RECOMMENDATION

The property owner and resident have been notified of the nuisance conditions and hearing. While the resident has indicated the nuisance conditions will be corrected, the Staff recommends that Council hold the hearing, and adopt Resolution 14-50 ordering abatement of the public nuisance. The Order specifies the corrections required to bring the property into compliance with the City's Property Maintenance Codes. Staff will continue to work with the owner and resident to remedy this situation and will move forward with a summary enforcement in the event the property owner does not remedy the nuisance conditions within a reasonable time period. Citations may also be issued if the nuisance conditions remain.

Attachments:

- 1) Motion
- 2) Location Map
- 3) Photos
- 4) Notice to property owner, dated
- 5) Resolution 14-50

**EXTRACT OF MINUTES OF MEETING OF THE
CITY COUNCIL OF SHOREVIEW, MINNESOTA
HELD JULY 21, 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 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. 14-50
AN ORDER TO ABATE A PUBLIC NUISANCE**

WHEREAS, the following individuals are the registered property owners of the following described properties:

*J Gregory Murphy & Sharron L Murphy
Lot 22, Block 2 Oak Hill
Ramsey County, Minnesota
(5435 St. Albans Street North)*

WHEREAS, the property is developed with a single family residential dwelling with an attached garage, in-ground swimming pool, fencing and other related uses; and

WHEREAS, the City notified the property owner and resident by letter dated July 10, 2014 that the condition of the property represents public nuisance per Section 210 of the Municipal Code. Said Notice was mailed regulation mail, certified mail and posted on the property; and

WHEREAS, the public nuisance conditions consist of an unsecured and unmaintained in-ground pool, fencing in disrepair and the accumulation of refuse and debris; and

WHEREAS, the property owner has not remedied the public nuisance conditions corrected the hazardous and nuisance conditions;

WHEREAS, the Shoreview City Council held a hearing on July 21, 2014. All persons present at said meeting were given an opportunity to be heard and present written statements. The Council also considered the recommendation of the City Staff that this order be issued, and

WHEREAS, this order was initiated pursuant to the City of Shoreview Municipal Code, Section 210, Nuisance, and

NOW, THEREFORE, BE IT RESOLVED THAT THE SHOREVIEW CITY COUNCIL hereby adopts Resolution 14-50 ordering the property owner of record to abate the public nuisance conditions that now exist on the property, and to bring the property into compliance with the regulations of the City's Property Maintenance Standards, Section 211 of the Municipal Code pursuant to the Correction Order dated July 10, 2014.

THAT should the property owner fail to perform the work in accordance with the time schedule specified in this Order, the City may file with the District Court a motion for a summary enforcement of this Order.

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:

Adopted this 21st day of July, 2014.

Sandra C. Martin, Mayor
Shoreview City Council

ATTEST:

Terry Schwerm, City Manager

SEAL











City Council:
Sandy Martin, Mayor
Emy Johnson
Terry Quigley
Ady Wickstrom
Ben Withhart



City of Shoreview
4600 Victoria Street North
Shoreview, MN 55126
651-490-4600 phone
651-490-4699 fax
www.shoreviewmn.gov

July 10, 2014

J. Gregory Murphy and Sharron L. Murphy
4521 Claremore Ct
Minneapolis, MN 55435

Re: Case No. 2014-078, 5435 St. Albans Street, Shoreview, MN 55126 – **ABATEMENT HEARING NOTICE AND NOTICE FOR CORRECTION**

Posted at property and sent via US Mail (Regular and Certified)

Dear J. Gregory Murphy and Sharon L. Murphy:

It has come to the City's attention that your property at 5435 St. Albans Street is currently being rented without a valid General Dwelling Unit Rental License and is not being maintained in accordance with the City's property maintenance and housing standards. THE INTENT OF THIS NOTICE IS TO INFORM YOU OF THE NON-COMPLIANT CONDITIONS ON THE PROPERTY AND THE CITY'S INTENT TO ABATE THESE CONDITIONS IF THEY ARE NOT REMEDIED BY **JULY 18, 2014**.

Section 714 of the Municipal Code states that no person shall rent a dwelling unit to another for occupancy unless the City has issued a rental license. The purpose of the rental license is to assure that the home and property are maintained in accordance with the City's regulations. A license may be issued if the dwelling unit and property comply with the City's rental licensing standards, including those standards in the City's property maintenance and housing code. An application form is attached for your use. **If you continue to rent the property, please return this application. IF AN APPLICATION IS NOT RECEIVED AND THE PROPERTY IS BEING RENTED, THE CITY WILL POST THE PROPERTY TO PREVENT OCCUPANCY AND ISSUE A MISDEMEANOR CITATION FOR VIOLATION OF THE CITY CODE.**

An inspection of the property conducted on June 30, 2014 verified that the property is not being maintained in accordance with the City's property maintenance regulations. Some of these conditions represent a public nuisance and can be abated by the City if they are not remedied. The following summarizes the City Code requirements and the needed corrections.

Refuse – City Code Section 211.020

All refuse shall be properly contained within a closed container sufficiently designed for the storage of all refuse accumulating on the premises between collections. Refuse and recycling containers must be stored in the garage, screened from view or stored along side of the garage within the fenced area.

The following refuse items, including, but not limited to; scattered litter/refuse items strewn around the property including wood/lumber refuse, construction debris, bags of refuse, pallets, various unused containers, brush, fallen trees, etc. must be removed from the property, properly stored and/or properly disposed of.

For information on where to dispose of these items, please visit the City's website at: <http://www.shoreviewmn.gov/departments/public-works/refuse-and-recycling/refuse>

Outside Storage - City Code Section 211.040 (A)

City Code states "All materials and equipment shall be stored in an approved fully enclosed structure except for laundry drying equipment, recreational equipment, and patio furniture."

The following personal items and/or materials such as lumber/wood, tools, ladders, equipment, etc. may not be stored outside.

Parking and Storage of Vehicles and Equipment – City Code Section 211.010

If parked in the front yard setback area, they must be stored upon an approved hard surface (driveway) and setback five (5) feet from the property line. Special purpose trailers and/or Recreational Vehicles may be stored in the side or rear yard on an unapproved (grass) surface provided they meet a five (5) foot side yard setback and a ten (10) foot setback from the rear property line. If parked in the front yard, they must be parked on a hard-surface.

No more than one commercial vehicle bearing exterior evidence of commercial advertising, identification or equipment may be parked outside.

The trailer located in the front yard, adjacent to the driveway, must be relocated in accordance with the above requirements. Items stored on the trailer must be removed, disposed of or stored inside. Only one commercial vehicle may be parked outside on the property.

Pool Fencing Requirements in Residential Districts – City Code Section 205.080 (D)(6)(H)

City Code requires that all pools shall be enclosed with fencing at least four feet high, but not exceeding six feet high to prevent uncontrolled entrance of all persons. Such fence shall have

self-closing and self-latching gates with provisions for locking and shall be completely installed prior to the filling of the pool.

Currenty, the pool is not secured.

General Property Maintenance (Grass/weeds) – City Code Section 211.060

Weeds and Tall Grass

General Property Maintenance requires that all tall grass/weeds must be cut and maintained at a height of less than 9 inches at all times throughout the growing season. This includes all tall grass/weeds along fence lines, within landscaping features and around the foundation of the home.

Tall grass/weeds in excess of 9 inches in height are present on the property. All areas of tall grass/weeds must be maintained so the grass/weeds are less than 9 inches in height. The property is also being posted for tall grass/weeds abatement authorized by City Council.

Fencing

All fences shall be maintained in a “workmanlike manner” so as to prevent unsightliness, health hazards, or unsafe conditions.

The pool fence must be repaired in a manner that meets City Code requirements and to match the style of the existing fencing. Please be aware that a Building Permit is required if an entirely new fence is to be installed.

City Code Section 210.010 (B) – Nuisance

The majority of conditions identified above are defined as a public nuisance in the City’s Code and includes the following:

1. Certain ponds, pools and accumulation of stagnant water
2. Accumulation of refuse or debris
3. Tall grass and weeds

PLEASE CORRECT THESE ABOVE CONDITIONS, THEREBY BRINGING THE PROPERTY INTO COMPLIANCE WITH CITY CODE REQUIREMENTS NO LATER THAN JULY 18TH. The property will be re-inspected on or after the above dates to verify compliance.

IF SAID CONDITIONS REMAIN PRESENT, THE CITY COUNCIL WILL HOLD A HEARING ON JULY 21ST FOR THE PURPOSE OF ORDERING THE ABATEMENT OF THE NUISANCE CONDITIONS. The hearing will be held in the City Council Chambers, City Hall, 4600 N. Victoria Street, Shoreview, MN at 7:00 pm. If an abatement is

conducted, you as the property owner will be billed for the cost, including administrative costs. Any unpaid charges will be assessed to the property.

In addition, misdemeanor citations will be issued for non-compliant conditions requiring a court appearance with the City Attorney.

Please contact me if you would like to discuss this matter further. I can be reached at 651-490-4687 or via email at bmarshall@shoreviewmn.gov. My office hours are Monday through Friday, 8:00 am to 4:30 pm.

Sincerely,



Brent Marshall
Housing & Code Enforcement Officer

Enc. Rental License Application

- c. Mr. Jesse Owens, 5435 St. Albans Street, Shoreview, MN 55126
US Bank, Loan # 7884074846, 4801 Fredrica St. Owensboro Ky. 42301
Federal Home Loan Mortgage Corporation, Loan #7884074846, 4801 Fredrica St.
Owensboro Ky. 42301

**PROPOSED MOTION
ABATEMENT OF NUISANCE**

MOTION BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

To adopt Resolution No. 14-49, pursuant Section 210.020(A), approving the abatement of vegetative growth for the properties located at:

4414 Galtier St.
5435 St. Albans St. N

and to charge the property owners for the cost of the abatement, including administrative costs. The City Manager is authorized to monitor the property throughout the 2014 and 2015 growing seasons and to abate any vegetative growth on the property that does not comply with City regulations.

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

Regular City Council Meeting
July 21, 2014

TO: Mayor, City Council and City Manager
FROM: Brent Marshall, Housing & Code Enforcement Officer
DATE: July 16, 2014
SUBJECT: Weed Abatements – 4414 Galtier St. & 5435 St. Albans St. N

INTRODUCTION

The City Council is being asked to order weed abatements on the properties at 4414 Galtier St. and 5435 St. Albans St. N. The Council has the authority to declare and abate nuisances, including noxious weeds, grass and plant growth on private property that does not comply with the City's property maintenance standards.

ORDINANCE REQUIREMENTS

In accordance with Section 211.060, all exterior property areas shall be kept free from species of weeds or plant growth which are noxious or a detriment to public health. Grass plots and lawn areas, including any contiguously abutting street boulevard areas, shall not exceed nine inches in height. Non-woody vegetation on vacant properties shall not exceed eighteen inches in height. Landscaping shall be maintained so as to prevent unsightliness, health hazards or unsafe conditions.

In addition, Section 210.020, Abatement Procedure, outlines the notification and hearing process. When the City staff determines a public nuisance is being maintained or exists on a property, the staff shall notify in writing the owner of record or occupant of the nuisance and order the nuisance to be terminated and abated. This notice shall specify the timeframe in which the nuisance must be abated.

Weed abatement notices are posted on the property and also sent via mail to the property owner of record. The notice specifies that the nuisance weeds and grass must be mowed within five (5) working days, and if that nuisance is not abated, the City Council will hold a hearing to order the abatement of the nuisance. The notice also identifies the time and date of the hearing scheduled before the City Council. The property owner has the right to appear at the hearing. If the Council orders the abatement, the City will abate the nuisance and the cost of the abatement, including administrative costs, will be charged to the property owner and certified against the property for collection with taxes if the bill is not paid.

PROPERTY CONDITIONS

Staff identified tall grasses, nuisance weeds and other vegetative growth in excess of nine inches in height upon inspection of the properties. A copy of the notice was posted on the properties and mailed to the property owners.

The property owners were given notice to abate the nuisance growth of tall grasses, weeds and other vegetation. The notice specifies the pertinent City regulations, the conditions constituting a violation of those regulations, and identifies that the Council will hold a hearing on July 21, 2014 to consider abatement of the nuisance conditions, with costs charged to the property owner. The property owners were advised of their right to appear at this hearing. A copy of the notice and photographs of the property are attached. Due to the history and other currently outstanding violations on both of these properties, staff is recommending the Council authorize the abatement even if the weeds/tall grass violation is remedied. Authorization will enable the City to abate the nuisance conditions if they occur in the future.

RECOMMENDATION

Staff recommends that the City Council conduct the required hearing and adopt Resolution No. 14-49 approving the abatement of the vegetative growth nuisance at the property. This will allow the City to monitor the property throughout the 2014 and 2015 growing seasons and to abate any vegetative growth on the property that does not comply with City Regulations. Staff will continue to work with the property owners to resolve any other property maintenance violations that are present and will issue a citation if compliance is not reached.

Attachments:

- 1) Motion
- 2) Resolution 14-49
- 3) Location Map
- 4) Photos
- 5) Notice to property owner(s)

T:\ccreport/07-21-14/Weed Abatement.doc

**EXTRACT OF MINUTES OF MEETING OF THE
CITY COUNCIL OF SHOREVIEW, MINNESOTA
HELD JULY 21, 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 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. 14-49
ABATEMENT OF A NUISANCE-VEGETATIVE GROWTH**

**4414 GALTIER STREET
5435 ST. ALBANS STREET NORTH**

WHEREAS, the following individuals are the registered property owners of the following described properties:

*Jose E Sanchez
Lot 12, Block 2, Snail Lake Park
Ramsey County, Minnesota
(4414 Galtier Street)*

*J Gregory Murphy & Sharron L Murphy
Lot 22, Block 2 Oak Hill
Ramsey County, Minnesota
(5435 St. Albans Street North)*

WHEREAS, notice therefore was posted on said property and sent by mail to the property owner(s) pursuant to City Regulations, and

WHEREAS, this abatement was initiated pursuant to the City of Shoreview Municipal Code, and

WHEREAS, the Shoreview City Council held a hearing on July 21, 2014 and all persons present at said meeting were given an opportunity to be heard and present written statements. The Council also considered the recommendation of the City Staff that this abatement be approved, and

NOW, THEREFORE, BE IT RESOLVED THAT THE SHOREVIEW CITY COUNCIL hereby adopts Resolution 14-49 to abate vegetative growth at the properties located at:

**4414 GALTIER STREET
5435 ST. ALBANS STREET NORTH**

and to charge the property owner(s) abatement costs, including administrative costs. The City Manager is authorized to monitor the property throughout the 2014 and 2015 growing seasons and to abate any vegetative growth on the property that does not comply with City Regulations.

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:

Adopted this 21st day of July 2014.

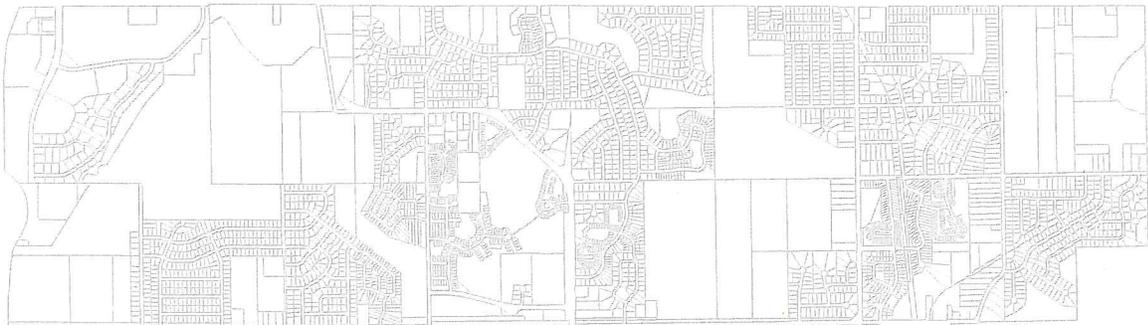
Sandra C. Martin, Mayor

ATTEST:

Terry Schwerm, City Manager

SEAL

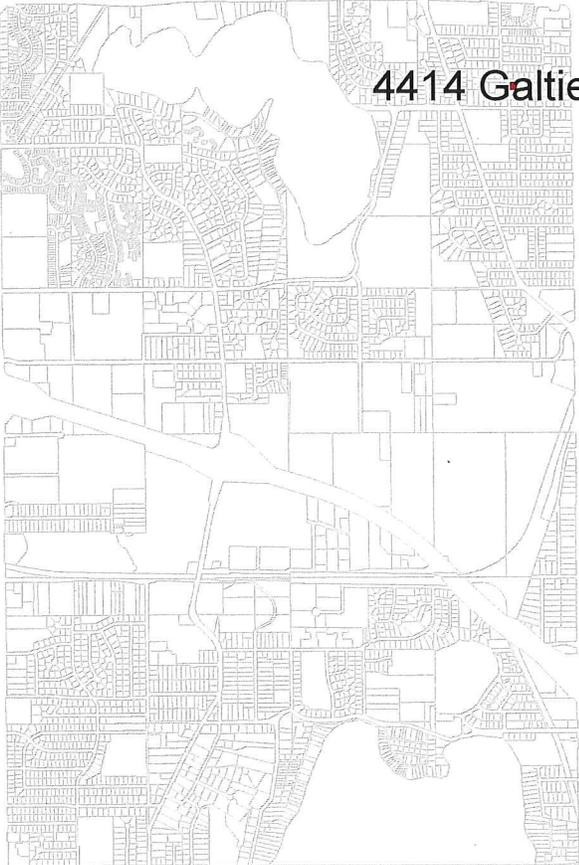
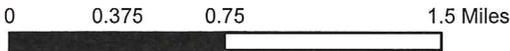
Weed Abatements 7/21/2014



5435 St Albans St N



4414 Galtier St



4414 Galtier Street





City of Shoreview

4600 Victoria St. N. Shoreview, MN 55126

CORRECTION NOTICE

RE: **City of Shoreview Municipal Code Section 211.060 (C)**
Grass plots or lawn areas that are greater than 9 inches

DATE: 7/10/14

TO: Jose E. Sanchez
4414 Galtier St.
Shoreview, MN 55126-2105

An inspection was conducted at your property that revealed a violation of the City of Shoreview Municipal Code, Section 211.060(C), which specifies that grass plots and lawn area shall not exceed 9 inches in height and be free of nuisance weeds.

FROM:

- Sara Bargander, 651-490-4687
- Robert Warwick, 651-490-4681
- Kathleen Nordine, 651-490-4682
- Brent Marshall 651-490-4687

PROPERTY ADDRESS OF OFFENSE: 4414 Galtier St.

CASE NUMBER: CC2014-053

COMPLIANCE/REINSPECTION DATE: 7/16/14

Please be advised per the Municipal Code Section 210, the City has the authority to abate certain nuisances. City Staff follow the abatement procedure described below for abating accumulations of tall grasses, nuisance weeds and other vegetative growth as regulated in Section 211.060(C).

Ramsey County records identify you as the property owner of 4414 Galtier St.. This notice serves as notice that nuisance conditions exist on the property and that the **nuisance must be abated within five (5) working days**. Please correct non-compliant conditions by 7/16/14. The property will be re-inspected on or after the compliance date to verify that the nuisance conditions have been corrected or else abatement action will proceed. You may also call City Staff at 651-490-4687 to inform them that the nuisance condition has been corrected.

If the nuisance conditions are not corrected by the above date, be advised that pursuant to the Shoreview Municipal Code and Minnesota State Law, the City Council will hold a hearing on 7/21/14 at 7:00 p.m. at the Shoreview City Hall, 4600 Victoria Street North, Shoreview Minnesota. The purpose of the hearing will be for the Shoreview City Council to consider ordering the abatement of the public nuisance. The abatement costs, including administrative costs, will be charged to you and if the bill is not paid, it will be certified against the property for collection with taxes. You have the right to appear at said hearing. Please be advised, if the property is brought into compliance prior to the hearing a date, a hearing may still be held.

Excerpts from the Municipal Code are attached and identify the regulations applying to the conditions observed on your property. Please correct these conditions, thereby bringing the property into compliance with City regulations.

Thank you in advance for your anticipated cooperation.

5435 St. Albans Street North







City of Shoreview

4600 Victoria St. N. Shoreview, MN 55126

CORRECTION NOTICE

RE: **City of Shoreview Municipal Code Section 211.060 (C)**
Grass plots or lawn areas that are greater than 9 inches

DATE: 7/10/14

TO: Gregory J. + Sharon L. Murphy
5435 St. Albans St. N
Shoreview, MN 55126-1246

An inspection was conducted at your property that revealed a violation of the City of Shoreview Municipal Code, Section 211.060(C), which specifies that grass plots and lawn area shall not exceed 9 inches in height and be free of nuisance weeds.

FROM:
 Sara Bargander, 651-490-4687
 Robert Warwick, 651-490-4681
 Kathleen Nordine, 651-490-4682
 Brent Marsland 651-490-4687

PROPERTY ADDRESS OF OFFENSE: 5435 St. Albans St. N

CASE NUMBER: 2014-078

COMPLIANCE/REINSPECTION DATE: 7/16/14

Please be advised per the Municipal Code Section 210, the City has the authority to abate certain nuisances. City Staff follow the abatement procedure described below for abating accumulations of tall grasses, nuisance weeds and other vegetative growth as regulated in Section 211.060(C).

Ramsey County records identify you as the property owner of 5435 St. Albans St. N. This notice serves as notice that nuisance conditions exist on the property and that the **nuisance must be abated within five (5) working days**. Please correct non-compliant conditions by 7/16/14. The property will be re-inspected on or after the compliance date to verify that the nuisance conditions have been corrected or else abatement action will proceed. You may also call City Staff at 651-490-4687 to inform them that the nuisance condition has been corrected.

If the nuisance conditions are not corrected by the above date, be advised that pursuant to the Shoreview Municipal Code and Minnesota State Law, the City Council will hold a hearing on 6/21/14 at 7:00 p.m. at the Shoreview City Hall, 4600 Victoria Street North, Shoreview Minnesota. The purpose of the hearing will be for the Shoreview City Council to consider ordering the abatement of the public nuisance. The abatement costs, including administrative costs, will be charged to you and if the bill is not paid, it will be certified against the property for collection with taxes. You have the right to appear at said hearing. Please be advised, if the property is brought into compliance prior to the hearing a date, a hearing may still be held.

Excerpts from the Municipal Code are attached and identify the regulations applying to the conditions observed on your property. Please correct these conditions, thereby bringing the property into compliance with City regulations.

Thank you in advance for your anticipated cooperation.