CITY OF SHOREVIEW
AGENDA
REGULAR CITY COUNCIL MEETING
OCTOBER 20, 2014
7:00 P.M.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF AGENDA

PROCLAMATIONS AND RECOGNITIONS

CITIZENS COMMENTS - *Individuals may address the City Council about any item not included on the regular agenda. Specific procedures that are used for Citizens Comments are available on notecards located in the rack near the entrance to the Council Chambers. Speakers are requested to come to the podium, state their name and address for the clerk's record, and limit their remarks to three minutes. Generally, the City Council will not take official action on items discussed at this time, but may typically refer the matter to staff for a future report or direct that the matter be scheduled on an upcoming agenda.*

COUNCIL COMMENTS

CONSENT AGENDA - *These items are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember so requests, in which event the item will be removed from the Consent Agenda and placed elsewhere on the agenda.*

1. October 6, 2014 City Council Meeting Minutes

2. Receipt of Committee/Commission Minutes-
   --Economic Development Commission, September 16, 2014
   --Planning Commission, September 23, 2014
   --Economic Development Authority, October 6, 2014

3. Monthly Reports
   --Administration
   --Community Development
   --Finance
   --Public Works
   --Park and Recreation

4. Verified Claims

5. Purchases

6. Approval of Special Event Intoxicating Liquor License—St. Odilia

7. Approval of Application for Exempt Permit—St. Odilia

8. Approval of Agreement with Ramsey County—GIS User Group Joint Powers Agreement

9. Developer Escrow Reductions

10. Establish Parking Restrictions—Robinhood and Nottingham

11. Change Order #1—Hanson Road/Oakridge Avenue, CP 14-01

12. Payment #5 (Final)—2013 Street Rehabilitation and Gaston/Grove/St. Albans Watermain Extension, CP 13-02 and 13-03

13. Approval of Change Order for Community Center Roof Replacement Project

PUBLIC HEARING

GENERAL BUSINESS

STAFF AND CONSULTANT REPORTS AND RECOMMENDATIONS

SPECIAL ORDER OF BUSINESS

ADJOURNMENT

CITY OF SHOREVIEW
MINUTES
REGULAR CITY COUNCIL MEETING
October 6, 2014

CALL TO ORDER

Mayor Martin called the regular meeting of the Shoreview City Council to order at 7:00 p.m. on October 6, 2014.

PLEDGE OF ALLEGIANCE

The meeting opened with the Pledge of Allegiance.

ROLL CALL

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

APPROVAL OF AGENDA

Mayor Martin noted that item No. 15 on the agenda will be tabled at the request of the applicant.

MOTION: by Councilmember Wickstrom, seconded by Councilmember Quigley to approve the October 6, 2014 agenda as revised.

VOTE: Ayes - 5 Nays - 0

PROCLAMATIONS AND RECOGNITIONS

There were none.

CITIZEN COMMENTS

There were none.

COUNCIL COMMENTS

Mayor Martin:

There are two weeks left for the Farmers' Market. She encouraged residents to take advantage of all the beautiful produce available.

Mayor Martin stated that she would like to set up a schedule for the Council to meet jointly with all committees and commissions.

Councilmember Wickstrom:

The League of Women's Voters will be holding a Candidates Forum in the Council Chambers on Tuesday, October 7, 2014, from 7:00 p.m. to 8:30 p.m. for Minnesota Legislative District Nos. 42A and 42B. All are encouraged to attend.

Councilmember Withhart:

The Shoreview Human Rights Commission will be holding a forum on bullying on November 6, 2014. This is free and open to the public. Detailed information is posted on the City's website.

The Environmental Quality Committee (EQC) is planning a series of speakers in 2015. Residents are encouraged to watch for the events and attend.

CONSENT AGENDA

Item Nos. 1 and 7 were pulled for separate consideration, as Councilmember Johnson did not attend the September 8, 2014 City Council Workshop and will abstain from voting on item No. 7.

Councilmember Withhart requested separate discussion on item Nos. 6, 10 and 12.

No. 6. Appointment of Election Judges
Councilmember Withhart expressed his appreciation to all those who volunteer to serve the long day during voting hours and the hours afterward to compile official results.

No. 10. Approval of Ramsey County Cooperative Agreement/Lexington and County Road F
Councilmember Withhart stated that it is not clear if there will be a right turn lane for northbound Lexington to turn right on County Road F. Mr. Maloney stated that there will be a dedicated right turn lane.

No. 12. Community Center Rate Adjustments
Councilmember Withhart asked if the Parks and Recreation Commission has reviewed the revised rates. City Manager Schwerm responded that the Commission has reviewed the new rates and recommends approval.

MOTION: by Councilmember Quigley, seconded by Councilmember Wickstrom to adopt the Consent Agenda for October 6, 2014, and all relevant resolutions for item Nos. 2 through 6 and Nos. 8 through 12:

2. September 15, 2014 City Council Meeting Minutes
3. Receipt of Committee/Commission Minutes:
   - Parks and Recreation Commission, June 26, 2014
   - Human Rights Commission, September 3, 2014
   - Environmental Quality Committee, September 22, 2014

- Human Rights Commission, September 24, 2014

4. Verified Claims in the Amount of $2,113,392.08
5. Purchases
6. Appointment of Election Judges for November 4, 2014 General Election
8. Developer Escrow Reductions
9. Adopt Assessment of Owasso Street Reconstruction, CP 09-12
10. Approval of Ramsey County Cooperative Agreement - Lexington Avenue and County Road F Reconstruction
11. Authorize Purchase of 2013 Skidsteer Trade-In
12. Community Center Rate Adjustments

VOTE: Ayes - 5 Nays - 0

MOTION: by Councilmember Wickstrom, seconded by Councilmember Withhart to approve the September 8, 2014 City Council Workshop Meeting Minutes as submitted and approve the Final PUD--Kimley-Horn/Raising Cane's, Lexington Avenue, Shoreview Target 2nd Addition.

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

PUBLIC HEARING

VACATION - GRAND AVENUE ALLEY

Presentation by City Planner Kathleen Castle

The City is initiating the vacation of a 20-foot platted alley in Block 3, Owasso Plat, which was platted in 1890. It is located north of Grand Avenue, east of Centre Street and south of Janice Avenue. This alley is unimproved and is serving no public purpose and is not being maintained by the City. The alley serves no public benefit, as all residences in the area have access to a public roadway. No City infrastructure is located in the right-of-way.

Notices were published for the public hearing. Notices were also mailed to 10 property owners and utility companies. Xcel has requested an easement for existing electric facilities. Four written comments were received supporting the vacation. One comment was received in opposition because the alley is used to access the back yard of the property owner's property.

Mayor Martin asked if the property will revert to individual property owners on the alley. Ms. Castle explained that the alley is 20 feet wide and will be split in half. Each property owner will gain 10 feet.

City Attorney Kelly stated that proper notice for the public hearing is complete.

Mayor Martin opened the public hearing.

Ms. Amy Parsons, 245 Grand, urged the Council that it is important for this land to be vacated. There are a lot of trees and green space, and she and her husband maintain it.

MOTION: by Councilmember Quigley, seconded by Councilmember Wickstrom to close the public hearing at 7:18 p.m.

VOTE: Ayes - 5 Nays - 0

Councilmember Withhart stated that the one person opposing this action makes a compelling case for vehicle access to the back yard for such things as tree trimming. Although it is a benefit to pick up 10 feet of property, it is at the cost of giving up a nice amenity of back yard access. He asked if it is possible for homeowners in this neighborhood to retain the right to have access to their back yards.

Mayor Martin asked if the Parsons should be maintaining the alley if it were not vacated. Ms. Castle stated that it is City policy that property owners adjacent to a public alley or boulevard are the responsible party for maintenance. City Manager Schwerm added that if the alley is owned by the City, fences would not be allowed. Private ownership would allow fences, which could restrict vehicle access.

Councilmember Wickstrom asked if the utility easement would restrict fences. Ms. Castle answered that could happen, as the resolution recorded for each property will show a utility easement in any title search. Mr. Schwerm noted that any fence application will trigger a review to make sure utility access is preserved. Mr. Maloney explained that the difficulty in deciding whether to allow fences is that if public access must be maintained, fences cannot be allowed because they would be built on both sides and would block access. It is difficult to have a protected right of access and allow residents to freely use their private property.

Councilmember Quigley stated that support for the vacation is 9 to 1. If property owners want fences, they will have to be moved back to allow the access. It is more common to find platting in the City that does not allow vehicle access to back yards. He supports the vacation.

Councilmember Wickstrom asked the width of the easement for Xcel.

Mayor Martin stated that private property would extend to the midline of the alley, but there would be a 20-foot easement.

Councilmember Wickstrom asked if it would be unlikely that any fences would be allowed to encroach on the easement. Ms Castle stated that it may be possible depending on the individual application. Mr. Schwerm explained that this issue came to the City's attention because of a fence that exists within the right-of-way area. Staff does not see a need for City access and felt it makes more sense to vacate the entire alley rather than a patchwork vacation for individual homeowners as improvements are put in. The only way to preserve rights for homeowners' back yard access would be to maintain a public alley, which would mean public access for anyone.

Mayor Martin asked how Xcel would have access with fences in. Councilmember Withhart responded that individual technicians are sent in to climb the poles, if vehicle access is not possible.

Councilmember Johnson stated that it is important to note the length of time this situation has existed and that the one resident in opposition has lived in his home a long time. This action would be a significant change.

Councilmember Withhart asked if the Xcel easement would include telephone wires or other utilities. Ms. Castle stated that the easement is described as a utility easement that would include all utilities.

MOTION: by Councilmember Quigley, seconded by Councilmember Johnson to adopt Resolution 14-84 approving the vacation of a 20-foot platted right-of-way in Block 3, Owasso Plat, between Janice Street/Centre Street and Grand Avenue Street, reserving unto the City and all entities, private or public, an easement for utility purposes over and across the alley vacated hereby.

Discussion:

Mayor Martin stated that she would support the motion because there are many other situations like this in the City. Most of the residents impacted will appreciate this action.

Councilmember Withhart stated that he reluctantly supports the motion because he agrees with Councilmember Quigley in that 9 of the 10 residents support this action.

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

GENERAL BUSINESS

MINOR SUBDIVISION - 4325 RICE STREET, GREGORY LIVERMONT

Presentation by City Planner Kathleen Castle

This application is to subdivide the property at 4325 Rice Street into two lots for detached single-family homes. The existing home, garage and storage shed will be removed. The property consists of 1.8 acres with 56 feet of frontage on Rice Street. The application includes an adjustment on the south lot line that abuts 4505 Rice Street where a portion of property would be combined with 4505.

The Planning Commission reviewed the application at its September 23rd meeting and approved the variance that creates Parcel A with no frontage on a public roadway. A number of members from the public spoke in support of the proposal because the application results in less impact to neighbors than previous proposals for this property.

The property is zoned R1 Detached Residential with a land use designation for low density residential (0 to 4 units per acre), the same as properties to the east and south. Adjacent properties to the north and west are zoned Medium Density Residential (4 to 8 units per acre); and on the southwest is property zoned High Density Residential (8 to 20 units per acre).

There is a utility easement and public road easement. Parcel C would be combined with 4505 Rice Street. The parcels comply with required dimensional lot standards for R1 zoning. They are key lots with side yard lines abutting rear lot lines. Both proposed lots meet setback requirements for key lots.

Access will be from Rice Street with a shared driveway that must be a minimum 12-foot width and 13-foot clearance for emergency vehicles. A private easement and maintenance agreement are required for the shared driveway. A private utility easement will be needed for Parcel A. A wetland buffer of 16.5 feet is proposed. Drainage flows south to a pond and historic drainage patterns will remain.

Property owners within 350 feet were notified of the proposal. Three comments were submitted expressing concerns about the loss of mature trees. However, residents also expressed appreciation for this proposal which has much less impact than previous proposals.

Ramsey Washington Metro Watershed District does not require a permit; the 16.5-foot wetland buffer is acceptable. Ramsey County Public Works indicated that the Rice Street right-of-way must be increased to 50 feet to comply with the County Plan for that road. There is a local public road easement that will accommodate the increase the County requires. A separate easement is not necessary. Lake Johanna Fire Department expressed no concerns for the proposal.

Staff finds that the proposed parcels comply with R1 standards. With approval by the Planning Commission of the variance, staff is recommending approval of the subdivision.

Councilmember Wickstrom asked if Parcel C is for the purpose of continued access to 4505 from the driveway. Ms. Castle answered that Parcel C adds depth to the property at 4505 because the driveway portion to that property is so short. The property owners at 4505 will be a party to the driveway easement and maintenance agreements.

Councilmember Withhart asked if consideration was given to a public street rather than a private drive with easements. A public street would eliminate the flag lot issues. Further, he asked the orientation of the proposed new homes. Ms. Castle stated that a public street would require public road standards, which would create a financial hardship for only two parcels. No future development is anticipated. There are no house plans at this time that indicate house orientation. Ms. Castle indicated side and rear lot lines for the two parcels on a map. The buildable area on Parcel B is restricted because of the utility easement. It is her understanding that the property owner plans to build where the existing home is located so as to prevent more site disturbance.

Councilmember Withhart asked if the private driveway is being allowed on the public road right-of-way and whether the City has the responsibility to maintain it. Ms. Castle stated that although

the driveway is within the public road right-of-way, the required development agreements will stipulate that it is to be privately maintained.

Mayor Martin noted that the Ramsey County Plan calls for a 50-foot half width which is an added 10-foot easement to Rice Street. Ms. Castle explained that because of the existing local public road right-of-way, that addition can be accommodated.

Councilmember Withhart noted that one comment received from an adjacent townhome resident raised the issues of additional plantings on the townhome complex property as was considered in previous applications. Ms. Castle stated that there are only a small number of trees anticipated to be replaced, and there is adequate space for the replacements on the subject property.

Planning Commissioner Peterson stated that the issue of removal of trees was discussed. Planning Commissioners who had served on the Commission for a period of time noted that this is the best proposal that has come forward for this site. Other applications were much more intense and would have removed many more trees. The Commission was also impressed with the prospective property owners who expressed a sincere intent to place homes so that as many trees as possible would be retained.

Mr. Greg Livermont and Mr. Troy Wangler, Applicants, stated that they are aware this property was approved for a subdivision of six lots. They only intend one subdivision into two parcels. No removal of trees on the perimeter of the property would occur. Only a very few trees will be removed to build two new homes.

MOTION: by Councilmember Johnson, seconded by Councilmember Withhart to approve the minor subdivision request submitted by Greg Livermont to divide the property at 4525 Rice Street into two parcels for single-family residential, and to authorize execution of the development agreements, subject to the following conditions:

1. The minor subdivision shall be in accordance with the plans submitted, prepared by Alliant Engineering dated September 9, 2014.
2. The applicant shall pay a Public Recreation Use Dedication fee as required by Section 204.020 of the Development Regulations before the City will endorse deeds for recording. The fee will be 4% of the fair market value of the property, with credit given for the existing residence.
3. Public easements for drainage and utility, and a 16.5 foot wetland buffer shall be conveyed 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. Municipal water and sanitary sewer service shall be provided to both lots. Private easements shall be reviewed and approved by the City Attorney prior to recording. The private utility easements shall be conveyed prior to issuance of a building permit by the City.
5. Any work in the Rice Street right-of-way is subject to the permitting requirements of Ramsey County.
6. Parcel C shall be conveyed only to the owner of the property located at 4505 Rice Street, and shall be combined with the existing parcel for tax purposes.

7. The applicants shall enter into a Development Agreement with the City. This agreement shall be executed prior to the City's release of the deeds for recording.
8. A tree protection 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.
9. An erosion control plan shall be submitted with the building permit application for each parcel and implemented during the construction of the new residence.
10. A final site-grading and drainage plan shall be submitted and approved by the City Engineer prior to issuance of a building permit.
11. Tree removal requires replacement trees per City Code. City requirements for the tree removal and protection plan shall be detailed in the Development Agreement.
12. The driveway shall be developed with a minimum 12-foot width and 13-foot height clearance.
13. This approval shall expire after one year if the subdivision has not been recorded with Ramsey County.

This motion is based on the following findings:

1. The subdivision is consistent with the policies of the Comprehensive Plan and in compliance with the regulations of the Development Code.
2. The proposed lots conform to the adopted City standards for the R-1 District.

Discussion:

Councilmember Withhart noted at least two other proposals for this property. This is the best use he has seen. It is a good development solution to a difficult property.

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

CONDITIONAL USE PERMIT - 1349 MEADOW AVENUE - KYLE AND COLLEEN BAKER

City Planner Castle stated that the applicant has decided to look at other options for the proposed garage after listening to the Planning Commission discussion and neighbors' concerns. It is recommended this matter be tabled with an extended review period from 60 to 120 days. She anticipates that there will be significant changes to the plan, so that it will need to be reviewed again by the Planning Commission before being considered by the City Council.

City Attorney Kelly noted that the request was submitted in writing to the City pursuant to Minnesota Statute 15.99, Subdivision 3, Paragraph g.

Councilmember Wickstrom requested that the proposal submitted to the Council not be a sketch but a definite plan showing exact placement of the garage.

MOTION: by Councilmember Withhart, seconded by Councilmember Wickstrom that the request of the applicant, Kyle Baker, and the Conditional Use Permit application is tabled in order to provide the applicant the additional time needed to explore the options regarding the proposed accessory structure on their property at 1349 Meadow Avenue. The revised plans shall be forwarded to the Planning Commission for review before being heard by the City Council. That review period is extended from 60 to 120 days.

Discussion:

Mayor Martin stated that the Planning Commission expressed concern about potential use of this addition to the house and wanted to prohibit any business or commercial use, which is difficult to enforce. She asked if there is a way that issue can be addressed. Ms. Castle responded that a Conditional Use Permit resolution states specifically what is approved and is recorded with Ramsey County. Future property owners will be on notice of the Conditional Use Permit. These types of approvals generally prohibit any commercial use. Evidence of commercial activity can mean citations, court action or revocation of the Conditional Use Permit.

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

APPROVAL OF PROPOSAL WITH GRANICUS FOR LIVE STREAMING OF MEETINGS AND EVENTS

Presentation by City Manager Terry Schwerm

In August, the Council authorized a letter to be sent to withdraw from the North Suburban Communications Commission (NSCC), effective at the end of the year. Although, the City has the right to rescind this letter, staff has begun the necessary planning to continue broadcasting and web streaming of City Council meetings. As part of the Joint Powers Agreement with NSCC, City Council and Planning Commission meetings are broadcast on CTV. The City intends to continue the broadcasts and web streaming provided by the NSCC.

Staff has looked at various options for the web streaming of Council meetings. The one that best meets City needs is a proposal received from Granicus. This company specializes in cloud-based software programs for government organizations. This Transparency Suite program focuses on agenda management and distribution of content through web streaming. A proposal for only web streaming was received that includes the equipment, training and tools to stream the meetings and allow for playback on the City's website. It allows unlimited cloud access and storage as well as on-demand streaming for up to 50 users at one time. It also allows indexing of current agendas, which would be a beneficial addition to the service. The total cost is $3,500 plus a monthly hosting fee of $500. It is important to make the purchase at this time because a 90-day time frame is needed for installation and training. If the City were to continue its membership in the NSCC, this technology could be used. The increase in cost would be approximately $2,000 a year. Many other cities also successfully use this technology including at least one in the NSCC.

Councilmember Quigley noted that Granicus has a good reputation in this field. He asked the length of the agreement. Mr. Schwerm stated that the agreement is for one year and would be paid from franchise fees, but could be extended for a longer period.

Councilmember Johnson stated that Granicus is state of the art that would provide residents increased speed. Although there is a slight increase in cost, she believes it is well worth the cost and fully supports this proposal.

Councilmember Wickstrom stated that this will be an improvement whether or not the City stays with the NSCC. Because Granicus offers state of the art technology, they will be on top of any future technology changes.

Councilmember Withhart emphasized that even with the City's withdrawal from the NSCC, the Council and Planning Commission meetings will continue to be broadcast. It is hoped that cable rates will decrease with additional funds coming into the City. Looking at the total picture of broadcasting and web streaming, it is a big savings to the City.

Mayor Martin noted that one of the mayors she works with at the Regional Council of Mayors indicated that they also use Granicus in her community and are very satisfied with the service.

MOTION: by Councilmember Wickstrom, seconded by Councilmember Johnson to approve the proposal by Granicus, Inc. for their Government Transparency Suite to allow for live streaming of meetings and events, on-demand streaming and linking of related documents for a one-time cost of $3,500.00 with a fee of $500 per month for the length of the agreement.

Discussion:

Mayor Martin thanked City Manager Schwerm and Rebecca Olson for the time taken to research and address this issue.

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

APPOINTMENTS TO THE ECONOMIC DEVELOPMENT COMMISSION (EDC)

City Manager Schwerm reported that there are two vacancies for appointment through the resignations of David Lukowitz, a long time member, and Gene Marsh who also served on the Economic Development Authority. Three applications were received. The EDC interviewed the candidates and recommend the appointment of Michael Tarvin to complete the term of David Lukowitz, which expires on January 31, 2017; and Kirk VanBlaircom to complete Gene Marsh's term, which expires January 31, 2015. Staff is recommending Mr. VanBlaircom's appointment be for a full-three year term.

MOTION: by Councilmember Johnson, seconded by Councilmember Wickstrom to appoint the following persons to fill two vacancies on the Economic Development Commission: Michael Tarvin to complete the term of David Lukowitz, expiring January 31, 2017; and Kirk VanBlaircom to complete the term of Gene Marsh, expiring January 31, 2015 and a new three-year term expiring January 31, 2018.

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

SPECIAL ORDER OF BUSINESS

Councilmember Withhart requested time at a future workshop meeting for the Council to discuss the issue considered by the Parks and Recreation Commission regarding family changing rooms. City Manager Schwerm noted that this discussion will be part of the Council's review of the Capital Improvement Program at the next workshop meeting.

ADJOURNMENT

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

VOTE: Ayes - 5 Nays - 0

Mayor Martin declared the meeting adjourned.

THESE MINUTES APPROVED BY COUNCIL ON THE ___ DAY OF _____ 2014.

_____
Terry Schwerm
City Manager

SHOREVIEW ECONOMIC DEVELOPMENT COMMISSION

Meeting Minutes

September 16, 2014

ROLL CALL

Chair Josh Wing called the meeting to order at 7:35 a.m. with the following members present: Sue Denkinger, Jim Gardner, Jason Schaller, Jeff Washburn and Jonathan Weinhagen. Member Dave Kroona had an excused absence. Gene March was also not present at the start of the meeting.

Also attending were Assistant City Manager/Community Development Director Tom Simonson, and Economic Development and Planning Technician Niki Hill.

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 Washburn, seconded by Commissioner Denkinger, moved to approve the minutes of August 19, 2014.

Vote: 6 AYES 0 NAYS

Commissioner Marsh Arrived at 7:37 a.m.

RECOGNITION OF GENE MARSH

Simonson thanked Gene March for his time and service here in Shoreview on both the EDC and the EDA. He has been a valued asset to both groups. Gene stated that he has really enjoyed his time here in Shoreview and especially his work with the EDC. The EDC thanked Gene for his service and contributions and wished him well on his move to Maple Grove.

INFORMATION EXCHANGE

A. MEMBER SHARING

Chair Wing noted that they are starting to build the Applewood Pointe senior housing project now. There is also lots of interest in the Rainbow site and adding a grocery store back in the community. Chair Wing asked for an update from staff.

Simonson stated that he has not heard anything new recently. He has talked to Hy-Vee representatives on several occasions and they recently had corporate management visit the area from Des Moines look

at locations including the Shoreview Rainbow site. The Highway 96 access is a concern, as they believe there is a need for better access from east-bound traffic. Hy-Vee would also need to acquire adjacent commercial properties, but they appear to still be interested. Chair Wing commented that a much bigger footprint is needed and that's a concern but the community would be happy to have them.

B. STAFF INFORMATION

EDC "On the Road" Business Meeting

Simonson stated that Hummingbird Floral has been confirmed for the next "On the Road" EDC Business Meeting on October 21st.

Raising Cane's preliminary PUD application was approved at the City Council meeting last night. They likely won't begin construction until next March or April.

GENERAL BUSINESS

Applicant Interviews

The Commission reviewed applications for filling two vacancies on the board due to the resignations of Dave Lukowitz and Gene Marsh, and conducted interviews with the following candidates:

- Jim Zappia
- Kirk VanBlaircom
- Michael Tarvin

At the conclusion of the interviews, the Commission discussed the qualities and experience of the applicants, noting that they all would be great additions to the group.

Commissioner Marsh, seconded by Commissioner Weinhagen, moved to recommend Michael Tarvin and Kirk VanBlaircom to the City Council for appointment to the EDC to fill the two vacant positions.

Vote: 7 AYES 0 NAYS

OTHER DISCUSSION

Small Business Workshop

Member Weinhagen gave a quick update on the Small Business Workshop that will be hosted by the EDC and facilitated by a social media expert from Deluxe Corporation. It will be on November 6th and the topic is Social Media and Marketing. Member Gardner asked who we are inviting and how they will be invited. Simonson stated that we will send out invitations to all businesses, as well as promoting the event in the next issue of the Business Matters newsletter and through press releases. He also noted that the EDC had discussed and agreed at the previous meeting to make some personal contacts, so staff will prepare a list of specific businesses to members to contact and invite to the workshop. Chair Wing also

suggested that we make sure we have an exit survey. Member Weinhagen suggested that we also invite the Mayor and Chair Wing suggested we also invite County Commissioner Blake Huffman.

ADJOURNMENT

Commissioner Weinhagen, seconded by Commissioner Marsh, moved to adjourn the meeting at 8:42 a.m.

Vote: 7 AYES 0 NAYS

Draft

SHOREVIEW PLANNING COMMISSION
MEETING MINUTES
September 23, 2014

CALL TO ORDER

Chair Solomonson called the September 23, 2014 Shoreview Planning Commission meeting to order at 7:00 p.m.

ROLL CALL

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

Commissioners McCool and Proud were absent.

APPROVAL OF AGENDA

MOTION: by Commissioner Schumer, seconded by Commissioner Thompson to approve the September 23, 2014 Planning Commission meeting agenda as submitted.

VOTE: Ayes - 5 Nays - 0

APPROVAL OF MINUTES

The following corrections were noted to Roll Call: Commissioner Proud should be listed as present, and Commissioner Thompson listed as absent.

MOTION: by Commissioner Schumer, seconded by Commissioner Thompson to approve the August 26, 2014 Planning Commission meeting minutes, as corrected.

VOTE: Ayes - 5 Nays - 0

REPORT ON CITY COUNCIL ACTIONS

Presentation by City Planner Kathleen Castle

The following applications were approved by the City Council as recommended by the Planning Commission:

- Conditional Use Permit for Robert Hinz for a detached accessory structure of 280 square feet
- PUD Development Stage Review for Raising Cane's

NEW BUSINESS

PUBLIC HEARING - CONDITIONAL USE PERMIT
FILE NO.: 2529-14-19
APPLICANT: KYLE AND COLLEEN BAKER
LOCATION: 1349 MEADOW AVENUE

Presentation by Economic Development and Planning Tech Niki Hill

This application requests permission to add a 2040 square foot attached garage with living space above on the south side of the home. The property consists of more than 6.5 acres, but the square footage requested exceeds the maximum allowed by the City as a permitted right. The property is zoned R1, Single Family Detached Residential with a lot width of 360 feet. The existing house is 2,214 square feet with a tuck-under garage of 524 square feet.

Properties that are larger than one acre in size are allowed accessory structures that exceed the maximum size with a Conditional Use Permit (CUP). The buildable lot area must consist of one acre above the Ordinary High Water (OHW) mark; this property meets that standard with 1.5 acres. The house is located over 111 feet from the south lot line or rear property line. The new addition would be 40 feet from the south property line. The reason for the large garage is to store vehicles, hobby items and equipment needed to maintain the property. The existing tuck-under garage will be closed off and converted to living space. The planned structure complies with all height, setback and design standards. Although a few trees would be removed, the property is heavily wooded and there would still be a screening buffer. Vegetation will be added with screening from all public streets. Exterior materials of the new addition will match the existing home.

Staff has requested the applicant minimize the appearance of the addition with design modifications that integrate the addition with the existing home. Dormers were added to the roof line. The third double size garage door was removed, and windows were added to soften the appearance. A condition has also been attached to approval that would prohibit any commercial use of the addition.

Notice of the public hearing was published and notice sent to property owners within 350 feet. Four comments have been received opposing the plan because of its size. Neighbors also expressed concerns about the impact to property value, wildlife, noise, visibility and use of the structure. As the proposal complies with Development Code standards and the use is consistent with the City's Comprehensive Plan, staff is recommending approval.

Commissioner Ferrington asked if the ratio of living space included the proposed conversion of the tuck-under garage. Ms. Hill answered yes, and the 150 square foot addition of living space over the new garage makes the percentage of living space approximately 86%. Commissioner Ferrington asked if the orientation of the driveway would be changed. Ms. Hill stated that the driveway will be moved south.

Chair Solomonson asked if the old driveway would be removed. Further, he asked if there is a possibility for this lot to be subdivided in the future. Ms. Hill stated that subdivision would be difficult because of the minimum buildable area above the OHW of the wetland. If the existing home were removed, it might be possible to subdivide.

Chair Solomonson noted that the front lot line is on County Road J. He asked if a property must have access from the public roadway considered to be the front of the property. Ms. Hill explained that prior to subdivision, there was access off County Road J. There are other properties in the City with access off other than road considered the front property line.

City Attorney Kelly stated that proper notice has been given for the public hearing.

Chair Solomonson opened the public hearing.

Mr. Robert Thomas, 1375 Meadow Avenue, stated that he purchased 20 feet from this property in 1993. At that time there was concern that selling those 20 feet would prevent further development. This garage would be the largest in Shoreview. The homes to the south are valued at $500,000 or more. There is concern about property value. When the leaves fall the house will be visible. There is a large vehicle parked on the property now that is visible. Wildlife--deer, fox--live in the area, and how will they be impacted? Has the DNR been contacted to indicate what impact this will have on the wetland? How will storm water be drained? The addition could easily be built on the north side of the house toward County Road J. There would be less impact to residents to the south. Residents are concerned about the precedent that will be set. Will the addition be inspected to make sure there is no commercial activity? Will the units above the garage be rented? There will be a light in the living space above the garage that will always be shining. He suggested Commissioners come and look at the property.

Ms. **Shelby Lui,** 1347 Meadow Avenue, stated that she would like the opportunity to see the final plan before action is taken as well as the final driveway. Since they share a driveway easement, she wants to know if there will be any impact.

Ms. Mary Hagerman, 5964 Ridge Creek Road, referred to her letter listing her concerns. She is particularly concerned about the visibility when the leaves fall. The development by the water tower has displaced wildlife, and they have come to this area. She worries that wildlife will be lost. The size of the structure is bigger than most of surrounding homes with two stories. An accessory structure with living space was not part of the notice she received. The 10-foot driveway access is a concern regarding emergency vehicle access. This proposal will be a negative visual impact. The use of the space for auto hobbies will bring more noise. They moved to this area for the peace and quiet.

Mr. Wally Grivna, 5960 Ridge Creek Road, stated that the residents on this property are new, and he is concerned that when they bought the property, they knew it was too small and had a plan to add on. An auto hobby use is of concern with multiple vehicles. The driveway is a single driveway.

Mr. Kyle Baker, Applicant, responded to the issues presented. He stated that the proposal does conform with all City standards and is consistent with the City's Comprehensive Plan and land use designation. This unit will be approximately 2000 square feet; the property is 350,000 square feet. It will be small on the property. Deer come every day. They do not go to the area where the proposed garage would be located because of the acidic soil. Grass will not grow there. The structure is not a pole barn and will not be used for any commercial purpose. He tried contacting all property owners to the rear of his property and has offered them the opportunity to help choose a location where the tree coverage is thickest for screening. No trees will be taken out. There are approximately 15 evergreen trees. If anything, there will be more planting and want to be sure neighbors are happy.

Commissioner Thompson asked for more information on how the driveway would work. Pervious surface is not planned. Additional tree coverage will be added.

Commissioner Ferrington asked if the existing driveway will be removed. **Mr. Baker** stated that he plans to keep it for any emergency vehicle. She asked if the addition could be put on the north side. **Mr. Baker** stated that it would then be in the front yard and too near the lot line. Also, it would not integrate well with the house. Ms. Castle added that putting the addition on the north side would require a setback variance. Also, the north side is at a lower elevation and may not meet code due to the floodplain.

Commissioner Peterson asked if the addition could be perpendicular to the tuck-under garage. **Mr. Baker** stated that area is low and would not work well with the configuration of the house.

Chair Solomonson asked the use for the structure. **Mr. Baker** stated that the vehicle referred to that is parked on the lot is an 18-foot trailer used for additional storage space. When the garage is built, it will not be stored but removed from the property.

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

VOTE: [There was no vote.]

Commissioner Ferrington asked how the living space will be used. Ms. Castle responded that information was not necessary to the application. **Mr. Baker** stated that at this time there are no plans for a specific use or to finish immediately, but it will add storage space to the home.

Chair Solomonson asked the reason for the extra space needed. **Mr. Baker** stated that the storage is needed for vehicles, yard equipment, bicycles, strollers and possibly a boat. The plan is for no outside storage. He has met with City staff for several months and has responded to every recommendation.

Mr. Robert Thomas asked why the garage could not be scaled down. The proposal is equivalent to an eight-car garage.

Chair Solomonson asked if the Fire Marshal needs to be contacted. Ms. Castle stated that Fire Marshal found the driveway to be suitable when the new home was built on the minor subdivision. Both properties are required to maintain the driveway. Chair Solomonson questioned whether the proposal meets all code criteria because of the size. Ms. Castle explained that for properties of less than one acre, the maximum accessory structure square footage is 80% of the dwelling unit foundation area or 1000 square feet for a combined area of all accessory structures at 90% of the foundation area or 1200 square feet. For properties larger than one acre, there are different standards with increased square footage for accessory structures under a CUP.

Commissioner Peterson referred to policies in the Comprehensive Plan that relate to visual impact. Ms. Castle stated that policy does relate to visual impact. The CUP is a result of the size of the accessory structure. The rear yard set back is 30 feet. An addition could be built with that setback without a CUP. Staff believes the screening is adequate, especially that the applicant is willing to add more screening.

Chair Solomonson stated that the rear yard functions like a front yard. It appears like a garage is being put in a front yard. The size exceeds the spirit of the Code in allowing larger accessory structures.

Commissioner Thompson stated that she supports the proposal because of the size of the lot. The fact that the applicant is willing to add to the landscaped screening already there will mitigate the visual impact.

Commissioner Peterson stated that he is concerned about the height. The existing house is less than 35 feet. The accessory structure will be taller than the house making it a dominant. Ms. Castle stated that as an attached accessory structure, the proposal does meet code.

Commissioner Ferrington stated that she, too, believes the garage is too large and would have liked to hear specifically how the living space would be used. However, the plan meets all the CUP criteria so she feels her hands are tied regarding this vote.

Commissioner Schumer stated that the applicant is well prepared and following the Code. The structure is too big, but he has the right to build it because of the size of his property. He feels he has to support the motion, although he sympathizes with the neighbors.

City Attorney stated that the Ms. Castle and the applicant have laid out the code requirements for a CUP and why a CUP is necessary with this proposal.

Commissioner Peterson stated that greater setbacks can be imposed to mitigate impact. He suggested setbacks of 50 or 60 feet for the screening to be more effective.

City Attorney Kelly stated that the required setbacks have already been established. From a legal standpoint, he would have concerns about increasing the setbacks that make the current project not possible.

Ms. Castle stated that the 40 feet (30 feet is required) is based on the size of the structure. It is difficult to know how increasing the setback when the structure is attached to the home would impact the design. An increased setback can be conditioned to the Commission's recommendation.

Chair Solomonson stated that he cannot support the application. The access is narrow. It appears that the garage is in a front yard and the size is too big. However, increased setbacks would force a reduction in size, if that is considered.

MOTION: by Commissioner Schumer, seconded by Commissioner Thompson to recommend the City Council approve the Conditional Use Permit submitted by Kyle and Colleen Baker, 1349 Meadow Ave, to construct an attached accessory structure on their property, subject to the following conditions:

1. The project must be completed in accordance with the plans submitted as part of the application. Any significant changes to these plans, as determined by the City Planner, will require review and approval by the Planning Commission.
2. The exterior design, materials and finish of the structure shall be compatible with the dwelling.
3. To mitigate the visual impact of the accessory structure addition, design features identified (use of dormers, living space addition, removal of the existing garage doors, use of windows) shall be used to integrate the accessory structure into the design of the dwelling.
4. Additional screening and landscaping shall be installed and maintained on the east side of the property to mitigate impacts on the adjacent property. A landscape plan shall be submitted with the building permit application.
5. The structure shall be setback a minimum of 40-feet from the south property line.
6. The applicant shall obtain a building permit for the structure.
7. The structure shall not be used in any way for commercial purposes.
8. The City reserves the right to inspect the property to verify compliance with the Conditional Use Permit and Development Code Requirements
9. A tree protection and replacement plan shall be submitted with the building permit application. Replacement of landmark trees is required at a 3:1 ratio.

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.

Discussion:

Commissioner Peterson offered an amendment to condition No. 5 to change the 40-foot setback to 60 feet. Commissioner Ferrington seconded the amendment.

Commissioner Schumer asked for City Attorney advice as to whether the Commission is getting too involved in changing the design with this amendment. City Attorney Kelly responded that he would defer to the City Planner as to whether the amendment would change completely the design. Ms. Castle stated that the setback would change the design and reduce the size of the structure to 40 feet. She questioned the goal of the Commission as to reducing the size of the structure or trying to reduce visual impact.

Commissioner Thompson then asked if staff is recommending the 40-foot setback. Ms. Castle answered, yes.

Chair Solomonson stated that he supports the amendment to provide a bigger buffer for neighbors.

Commissioner Ferrington stated she favors the amendment which would still allow a garage of 1320 square feet. Additional buffer to neighbors will mitigate visual impact.

VOTE ON THE AMENDMENT

Ayes - 4 Nays - 1 (Thompson)

Commissioner Peterson offered an amendment to condition No. 4 to add “and south side” after “east side”. Commissioner Ferrington seconded the amendment.

Discussion:

Chair Solomonson noted that he visited the property and there are a lot of trees on the south side. He questioned whether evergreens would grow there because of the thick canopy of deciduous trees.

Commissioner Ferrington stated that the amendment is consistent with the applicant’s plan to plant arborvitae.

VOTE ON SECOND AMENDMENT

Ayes - 4 Nays - 1 (Thompson)

VOTE ON MOTION WITH TWO AMENDMENTS

Ayes - 4 Nays - 1 (Thompson)

VARIANCE

FILE NO. **2543-14-33**
APPLICANT: **LUCAS & AMANDA PETERSON**
LOCATION: **285 SNAIL LAKE ROAD**

Presentation by City Planner Kathleen Castle

The variance requested is to exceed the maximum area of 750 square feet permitted for a detached accessory structure. The request is for a structure of 924 square feet. The existing detached garage is 528 square feet and would be demolished due to its deterioration with an unstable roof and floor/foundation. This garage is located behind the home with its doors oriented to the east.

This property is a larger deeper lot of over one-half acre and zoned R1, Detached Residential. The property is developed with a two-story single-family home that has a foundation area of 1,288 square feet. The new garage would be oriented with the doors facing the south. The peak height is 18 feet with an interior storage height of 6 feet above the main floor. Construction would occur in two phases: 1) the concrete slab would be poured this fall; 2) the structure would be constructed in the spring of 2015.

Detached accessory structures on parcels of less than one acre are allowed to be 75% of the dwelling unit or 750 square feet, whichever is less. The maximum building height is 18 feet, and interior storage cannot exceed 6 feet in height above the main floor.

The applicant states that practical difficulty is present due to the condition of the existing garage which is unusable. Also, the size of the existing home restricts the size of the garage. The new garage is 72% of the house; 75% is the maximum allowed. It is intended for personal use.

Staff finds that the proposed accessory structure complies with area to home ratio, height and design. The variance is to exceed the allowed 750 square feet. There are storage limitations in the home. Staff believes the proposed size and location are reasonable. The unique circumstances include: 1) age/size of existing home; 2) the low ceiling height in the basement; 3)deteriorating condition of the existing garage; and 4) the large size of the property. The proposed garage size is in scale with the property and home. Housing styles in the neighborhood are varied with attached and detached garages. Staff does not believe this proposal will impact the character of the neighborhood.

Notices were sent to property owners within 150 feet. Three comments of support were received. Staff is recommending approval subject to the conditions listed in the staff report.

Commissioners expressed their support for the proposal and commented that it will be an improvement to the property. Neighbors have expressed very positive comments on the work the applicants have done.

Draft

MOTION: by Commissioner Ferrington, seconded by Commissioner Schumer to adopt the attached Resolution 14-81, including findings of fact, permitting the construction of 924 square foot detached accessory structure for Lucas and Amanda Peterson on their property at 285 Snail Lake Road. 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. The exterior design and construction of the structure must comply with Section 205.082 (5e), Exterior Design and Construction.
3. Use of the accessory structure shall be for personal use only and no commercial use or commercial related storage is permitted.
4. Prior to the issuance of a building permit, a landscape plan shall be submitted identifying the landscape shrubbery along the east side of the garage.
5. This approval will expire after one year if a building permit has not been issued and work has not begun on the project.
6. 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

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.*

The variance request to rebuild the detached garage at the proposed size and location represents a reasonable use of the property. The garage will be used for storage of personal property. Use of the existing home for storage is limited due to the low ceiling height in the basement. Since the proposed square footage is 72% of the dwelling unit foundation area, the home will remain the primary use and feature of the property

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

Unique circumstances are present due to the age and size of the existing home, low ceiling height in the basement, deteriorating condition of the existing garage and larger size of the property.

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

The variance will not alter the essential character of the existing neighborhood as properties on this portion of Snail Lake Road are ½ acre or larger and there is no defined neighborhood character as the single-family homes vary in age, style and design. Attached and detached garages are present. The replacement of the existing deteriorating garage with a new detached garage that is designed to match the home will improve the appearance of the property. The size

of the proposed garage is in scale with the property and home and will not be a dominant feature or use of the property.

VOTE: Ayes - 5 Nays - 0

VARIANCE / MINOR SUBDIVISION
FILE NO.: 2544-14-34
APPLICANT: GREGORY LIVERMONT
LOCATION: 4525 Rice Street

Presentation by Senior Planner Rob Warwick

The proposed subdivision would create two lots. Multi-family homes are to the north and west of the property with single-family residential to the south.

The proposed division would be for detached single-family dwellings. The south lot line abutting 4505 Rice Street would be adjusted to create Parcel C--8 feet by 200 feet to provide a buffer to the adjacent home which is near the property line. A variance is required because proposed Parcel A on the west lacks frontage on a public road.

In 2003, a concept PUD for townhouse development was withdrawn due to Planning Commission concerns about density, street placement and site configuration. In 2005, the Planned Land Use in the Comprehensive Plan was revised from Medium Density to Low Density Residential. In 2006, a Concept PUD was proposed with a public street along the south property line for four lots to be developed as detached single-family residential. In 2007, the plat was revised to include 4521 Rice Street with six lots and a public street on the north boundary. The final plat was approved but not recorded. The two parcels at 4521 and 4525 went into foreclosure.

The proposed subdivision is a flag lot with 56 feet of frontage on Rice Street. There are water and sewer easements that cross the property north to south as well as road and utility easements over the south portion. There is a pond on the southwest boundary. The gross property area consists of 1.8 acres with approximately 1.6 acres net of the existing road easement. The property is currently developed with a single-family home, detached garage, shed and drive.

The property is zoned R1. Properties to the south are also in the R1 District. Tudor Oaks condos consisting of 5 buildings and 36 units are to the north, and to the northwest are the Tudor Oaks townhomes consisting of 9 quad buildings and 36 units. Immediately to the west is the Paulsen Addition twin homes. Across Rice Street to the east is the City of Vadnais Heights drive access to Sucker Lake Park.

The subject property sits at a lower grade elevation than the properties to the north, and west. Tudor Oaks condos are approximately 12 feet above the grade of 4525 Rice Street. The subject property is flat, sloping towards the south where the pond is located. Storm pipes drain runoff from Galtier Street and Galtier Place to the pond.

Staff has reviewed the application according to subdivision and zoning standards, which require: 1) a minimum 30-foot public road frontage; 2) municipal water and sewer provided to each lot; and 3) drainage and utility easements, including a wetland buffer as required by the Public Works Director.

Key lots are discouraged, when a side lot line abuts a rear lot line of an adjacent property. Key lots are not prohibited but require an additional 15 feet of lot width or depth, as applicable. The side setback for a key lot is 20 feet, and the City reserves the right to increase that setback during the review process. The R1 District requires a minimum lot width of 75 feet and minimum lot depth of 125 feet with minimum lot area of 10,000 square feet. The front setback is 25 to 35 feet; the rear setback 30 feet and side setback 10 feet for the dwelling and 5 feet for accessory structures, except for key lots where the side setback must be at least 20 feet.

Currently, the entire property is a key lot with its side lot line abutting a rear lot lines on adjacent lots on the north and east. Parcel A is a key lot with the side lot line abutting the rear lot line of the property to the north. The division of Parcel A does not change to the existing lot line configurations. Each proposed parcel exceeds minimum standards. New service stubs for water and sewer will be necessary for Parcel A, and a private utility easement is necessary for the future house on Parcel A because it will cross Parcel B. Access is from Rice Street with a shared driveway for Parcels A and B. A private easement and maintenance agreement are required for the shared driveway. The driveway must have a minimum 12-foot width and 13-foot height clearance for emergency vehicles.

The property is wooded with mature trees. Removal of landmark trees requires a replacement ratio of 2:1 for Parcel A and 3:1 for Parcel B. Grading plans must be submitted with the building permit applications. Drainage will follow the existing topography and flow to the existing pond.

A variance is needed to create Parcel A because it lacks frontage on a public street. Staff finds the subdivision reasonable because of the existing public easements, the area size and configuration of the existing lot and the history of previous City actions regarding this property. Unique circumstances include the lot configuration and topography. The property is a flag lot with 60 feet of frontage on a public street. A public street is not warranted to serve just these two lots. The neighborhood consists of residential of varying densities. Approving the variance will not impact the character of the neighborhood.

Notices were sent to property owners within 350 feet of the subject property. Three comments were received expressing concern about the loss of mature trees. Ramsey Washington Metro Watershed District has indicated that the 16.5 foot wetland buffer is acceptable and no permit is required. Ramsey County Public Works has stated that the existing half width of right-of-way on Rice Street must be increased to 50 feet to comply with the County Plan. Lake Johanna Fire Department has no concerns regarding provision of fire protection.

Staff is recommending the Planning Commission adopt the resolution to approve the variance and recommend approval of the subdivision to the City Council with the conditions listed in the staff report.

Commissioner Ferrington asked how the driveway will access Parcel A while maintaining a wetland buffer. Mr. Warwick stated the driveway will come in from the south and skirt the buffer. The structures on Parcel B will be removed and a new home will be built.

Commissioner Ferrington asked if there are any drainage issues. Mr. Warwick stated that there are two discharge pipes to the pond. No problems have occurred.

Chair Solomonson asked how the water drains from the pond off the property. Mr. Warwick stated that there is a system that drains eventually to Sucker Lake.

Chair Solomonson opened the discussion to public comment.

Ms. Lucy Meyer, 4185 Rice Street, stated that her concern is runoff from this property with the way the driveway is configured and how much water will be runoff. The pond has become swampy, and drainage has deteriorated through the years. However, this plan is better than the multi-unit plan that was presented several years ago.

Mr. Robert Pate and Kate Zacher Pate, 4505 Rice Street, stated that from previous plans proposed for this property, this one is by far the best. They support this application. Drainage has not been an issue. The pond has had sedimentation and is not as deep as it used to be. **Mrs. Pate** added that they support Parcel C that allows them to extend their side lot line. This was not presented in earlier proposals. The applicants are being very cautious regarding environmental impact, which is important to them. If there is a way to make the pond healthier, that would be welcomed by the residents.

Mr. Greg Livermont and Mr. Troy Wangler, Applicants, stated that they are two families who see this as an opportunity to build homes on beautiful property. They intend to keep the woods as much as possible and have as little impact as possible with developing the property. The trees around the perimeter of the property will not be removed.

Chair Solomonson asked if there are any concerns about the tightness between the wetland buffer and driveway. **Mr. Livermont** responded that if the 25-foot buffer had been imposed, they would have had to adjust the driveway, but with the approved 16.5-foot buffer there is plenty of room for an adequate driveway that meets Fire Code.

MOTION: by Commissioner Schumer, seconded by Commissioner Thompson to adopt Resolution No. 14-82 approving the variance to create a lot without frontage on a public street, and to recommend the City Council approve the minor subdivision request submitted by Greg Livermont to divide the property at 4525 Rice Street into two parcels for single-family residential, subject to the following conditions:.

Variance

1. The approval is subject to approval of the Minor Subdivision application by the City Council.
2. This approval will expire after one year if the subdivision has not been recorded with Ramsey County.

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

Minor Subdivision

1. The minor subdivision shall be in accordance with the plans submitted, prepared by Alliant Engineering dated September 9, 2014.
2. The applicant shall pay a Public Recreation Use Dedication fee as required by Section 204.020 of the Development Regulations before the City will endorse deeds for recording. The fee will be 4% of the fair market value of the property, with credit given for the existing residence.
3. Public easements for Rice Street (an added 10-feet), drainage and utility, and a 16.5 foot wetland buffer shall be conveyed 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. Municipal water and sanitary sewer service shall be provided to both lots. Private easements shall be reviewed and approved by the City Attorney prior to recording. The private utility easements shall be conveyed prior to issuance of a building permit by the City.
5. Any work in the Rice Street right-of-way is subject to the permitting requirements of Ramsey County.
6. Parcel C shall be conveyed only to the owner of the property located at 4505 Rice Street, and shall be combined with the existing parcel for tax purposes.
7. The applicants shall enter into a Development Agreement with the City. This agreement shall be executed prior to the City's release of the deeds for recording.
8. The garage shall be removed prior to the City endorsing the Deed for Parcel B or as addressed in the Development Agreement to ensure removal.
9. A tree protection 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.
10. An erosion control plan shall be submitted with the building permit application for each parcel and implemented during the construction of the new residence.
11. A final site-grading and drainage plan shall be submitted and approved by the City Engineer prior to issuance of a building permit.
12. Tree removal requires replacement trees per City Code. City requirements for the tree removal and protection plan shall be detailed in the Development Agreement.
13. The driveway shall be developed with a minimum 12-foot width and 13-foot height clearance.
14. This approval shall expire after one year if the subdivision has not been recorded with Ramsey County.

This motion is based on the following findings:

Variance

1. The proposal is reasonable due to the size of the property and small, narrow frontage on a public road. Both of the proposed parcels exceed the dimensional standards required for lots in the R-1, Detached Residential District, and provide buildable areas sufficient for construction of a new house on each resulting lot.

2. Practical difficulty is due to the existing lot configuration and situation. The lot is a flag lot, with the large portion of the lot situated behind an adjoining lot. The existing frontage provides space only for access to the property. Surrounding properties are all developed, and so a public street would serve only the two parcels here, and would not connect with other portions of the City street system.
3. The area is currently a mix of high-, medium-, and low-density residential developments. Increasing the intensity of development on the subject property should not alter the character of the existing neighborhood.

Minor Subdivision

1. The subdivision is consistent with the policies of the Comprehensive Plan and in compliance with the regulations of the Development Code.
2. The proposed lots conform to the adopted City standards for the R-1 District.

VOTE: Ayes - 5 Nays - 0

MISCELLANEIOUS

City Council Assignments

Commissioners Peterson and McCool are scheduled to respectively attend the October 6th and October 20th City Council meetings.

November/December Meeting Schedule

It was the consensus of the Commission to schedule one meeting for November and December on December 16, 2014. The next application deadline is October 27, 2014. Staff can report to the Commission at its October 28th meeting whether or not two meetings will be needed.

Planning Commission Workshops

The Planning Commission held a workshop session immediately prior to this meeting. No further workshops are planned until January.

ADJOURNMENT

MOTION: by Commissioner Schumer, seconded by Commissioner Thompson to adjourn the meeting at 9:31 p.m.

VOTE: Ayes - 6 Nays - 0

ATTEST:

_____

Kathleen Castle
City Planner

SHOREVIEW ECONOMIC DEVELOPMENT AUTHORITY
MEETING MINUTES
October 6, 2014

CALL TO ORDER

President Ben Withhart called the meeting to order on October 6, 2014, at 5:00 p.m, and welcomed new Board Member Shelly Myrland to the EDA.

ROLL CALL

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

Also attending this meeting:

Tom Simonson	Assistant City Manager and Community Development Director
Niki Hill	Economic Development and Planning Technician
Kirstin Barsness	Barsness Consulting Services

APPROVAL OF AGENDA

MOTION: by Johnson, seconded by Quigley to approve the October 6, 2014 agenda, as submitted.

VOTE: Ayes - 5 Nays - 0

APPROVAL OF MINUTES

MOTION: by Quigley, seconded by Johnson to approve the September 2, 2014 meeting minutes, as submitted.

VOTE: Ayes - 5 Nays - 0

FINANCES AND BUDGET

Monthly Financial Reports/Approval Claims and Purchases

Simonson referred Board members to the three fund report summaries: Fund 307, Home Improvement Loans; Fund 240, EDA; and Fund 241, HRA. There are no significant items to report and all funds are tracking at appropriate levels.

Withhart noted that use of the home loan program is close to 50% of available funds. He asked if there is a point at which the City should consider slowing further loans, or if more money should be added to expand the program to allow updates to homes to make them more salable. Simonson stated that the EDA has discussed reviewing this program and possibly using a different mechanism to help residents because economic circumstances have changed that initiated the original loan program.

There are 16 loans that are being repaid, but there has not been recent activity on new applications even though the City has made several attempts to promote the program. Simonson added that the EDA may recall the program was created during the height of the housing crisis where many homeowners had poor loan to value ratios and could not secure equity loans for improvements. The program was designed to assist with that gap financing but does not offer lower interest incentives to residents. There may be other approaches the EDA may wish to explore that would better encourage residents to reinvest in older properties and attract new young families to the community.

Quigley stated that this is still a nice tool to have in place for those who may need it.

Johnson asked for further clarification on the $1000 payment for a hoarding item. Simonson responded that pursuant to the adopted policies of the Hoarding Response Plan, the City may provide up to $1000 to an individual in hoarding circumstances to avoid court proceedings and if the recipient meets certain criteria such as financial need. The money is for items such as emergency housing if the home is declared uninhabitable by the Fire Department, or clean-up/disposal services. The homeowner also agrees to participate in counseling and consents to an assessment of other costs.

MOTION: by Quigley, seconded by Johnson, to accept the monthly EDA Financial Reports through August 31, 2014, and approve the payment of claims and purchases as follows:

1.	Community Reinvestment Fund (15 Loans/Monthly Service Fee) (Paid 8/28/2014)	$90.00	Fund 307
2.	Leann Chin (EDA Meeting Supplies) (Date Paid 7/31/2014)	$58.05	Fund 240
3.	Barsness, Kirstin (EDA Consulting July 2014) (Date Paid: 8/42014)	$1,662.50	Fund 240
4.	Association Maintenance (Cleanup/Maintenance at 3339 Victoria) (Date Paid: 8/4/2014)	$102.00	Fund 240
5.	Greater MSP (Salesforce.com subscription) (Date Paid: 8/21/2014)	$400.00	Fund 240
6.	Panino's (EDA Meeting Supplies) (Date Paid: 8/28/2014)	$136.17	Fund 240
7.	Domestic Engineering, Inc. (4137 Nancy Pl./Hoarding Cleanup (Date Paid: 7/10/2014)	$1000.00	Fund 240

VOTE: Ayes - 5 Nays - 0

GENERAL BUSINESS

SPECIAL TIF AUTHORITY – ESTABLISHMENT OF BRE FUND

Simonson reported that there are two parts to the pilot program Shoreview received with the special TIF authority granted by the Legislature last session. The first is that Shoreview is allowed to create three Special Economic Development Districts for an extended period of 12 years rather than the maximum of 8 years in order to support business retention, expansion and job creation. The second

part is being allowed to create a special Business Retention and Expansion Fund (BRE Fund) from existing and future resources to assist local businesses with expansion needs through grants and loans to create quality jobs. The BRE Fund can be fed by putting 20% of increment from the three special districts into the BRE Fund. Also, existing unobligated funds can be transferred into the BRE Fund. Financial aid from the BRE Fund will be directly correlated to job creation. This pilot program runs for five years. There are unobligated funds in TIF District No. 1. It was the consensus of the Board to use TIF District No. 1 funds both to help establish the BRE Fund but also to retain a balance because TIF District No. 1 funds can be used under pre-1990 rules for broader purposes than the BRE Fund. On the other hand, a BRE Fund could provide business loans through a revolving fund program, which is not allowed through a TIF program. He noted that the City adopted a business loan policy under the "Advantage Shoreview Business Partnership Loan Program" several years ago as a quick response to temporary special authority given to cities to stimulate job growth. Staff anticipates updating and amending those guidelines to use for the new BRE Fund.

Simonson said that staff is seeking discussion and direction from the EDA before moving forward with policy development because the level of funding will directly correspond to the guidelines of business loan program.

Simonson noted that there is a question as to whether TIF District No. 1 expires in 2014 or 2016. Staff met recently with Ramsey County officials to present a case for expiration being 2016. He said that while working with House Research staff at the Legislature, there records from the State Auditor suggested the 2016 expiration date. In reviewing the history of TIF District No. 1, the records show the City was able to collect only a very small amount the first two years of the District. Those small increments were likely from increase values of surrounding properties of the Deluxe Corporation site that were included within the district boundaries. However, the full revenue stream projected and anticipated doesn't appear until the third year of the district, when the first Deluxe building comes on the tax rolls.

State law was eventually changed to allow when cities designate the start of the certification and collection of a tax increment district to avoid these small partial revenues impacting the life of the district. However, this was not the rule back in the late 1980s when TIF District No. 1 was created.

The two-year expiration difference would be significant in providing nearly $1 million each year from TIF District No. 1, towards seeding the BRE Fund. Barsness explained that the statute appears to give authority to Ramsey County administratively to make this decision. Simonson added that he expects to hear a decision within the next couple of weeks.

Withhart asked if money put in the BRE Fund could be transferred back to the TIF Fund. Barsness responded that would not be allowed.

Withhart questioned whether putting funds in the BRE Fund creates restrictions and less flexibility. Barsness stated that it is up to the Board to determine whether it would be better to create a special TIF District rather than using the BRE Fund for a TIF eligible activity. Simonson stated that there is flexibility in the pre-1990 rules that does not exist under the BRE Fund. However, the pre-1990 rules do not allow business loans that can be done through the BRE Fund. Simonson said one of the strategies that has been identified by the EDA is to maximize the leveraging of public funds to support

business retention and expansion, so that would mean the City would first explore the creation of a new tax increment district in support of a specific project to preserve other funds for projects that may not qualify as a new district.

Quigley suggested that funding the BRE might back the City into a corner. When funds are needed, they are tied up in the BRE Fund and are not available for other purposes.

Myrland asked the advantage for a company to borrow from the City rather than a bank. Barsness explained that municipalities are looked at as a gap financier. Usually businesses have bank loans, but there is a gap. Then businesses will often turn to the municipality for aid. The BRE Fund could fund that gap. Simonson added that the intent would not be for the City to compete with banks, but take a lower position and rely on the bank for the qualifying and due diligence. The City would simply be an added support that could be the difference in an expansion project going forward.

DISCUSSION OF BRE REDEVELOPMENT/PROPERTY AVAILABILITY STUDY

Simonson stated when HED Cycling was recently looking for space they found that the buildings available in Shoreview are of the 1970s design with shorter ceilings and no special flooring or high end power facilities. This is another component that should be explored as part of the work plan study to develop a strategy for linking the BRE program goals to available properties and targeted redevelopment areas. Staff reviewed available redevelopment space in the City:

Highway 96 Corridor: Highway 96 between the Commons and Shoreview Mall is planned for redevelopment of a Town Center that would fit better with the Commons civic campus. However, there are BRE companies in this area, such as Westinghouse and PaR Nuclear. An updated Town Center plan shows support for an expansion of Westinghouse.

Rice Creek Corporate Park is almost fully developed, except the 18-acre site held by Children's Hospital. This site has been identified as a possible office headquarters location.

Shoreview Corporate Center on County Road F has three buildings fully occupied. The 1005 Gramsie building is vacant with approximately 160,000 square feet but has many condition issues. The 4000 Lexington building has 90,000 square feet. CBRE is working with AllyFinancial to relocate in this building and use 60,000 square feet. If successful, this would bring several hundred employees from Wichita, Tampa, Roseville and Bloomington. This building lacks sufficient parking area, and the City has agreed to allow employee permit parking on Chatsworth Street, which is not used for parking other than serving the business park.

Withhart asked if this area would benefit from a parking ramp. Simonson responded that a new TIF District in this location has been discussed, but would require bringing in a quality end user and major employment. Redeveloping the building or buildings could then provide TIF funding which could be used for a parking ramp. Parking structures are very expensive but may be critical to the future of this important business campus.

I-694 Corridor: The Cardigan Road area is fully maximized. The Deluxe Corporation campus has vacant property, but they appear to have no plans to develop. There is redevelopment opportunity is in

a small area that is now a mixture of new and old buildings and residential use. It would mean relocating existing businesses and acquiring property.

Withhart noted that Deluxe had planned to build a third building, which has not happened. He asked if there has been discussion for another party to build a building at that location. Simonson stated that there were two more buildings in their original master plan. At this time Deluxe has no interest in selling the property.

Withhart asked if the BRE Fund could be used to assemble some of these properties for redevelopment. Simonson answered that may be possible, but a new TIF District could also be formed for redevelopment.

Quigley stated that the EDA needs to establish criteria for retention, such as size, number of employees, footprint. Simonson agreed that having a strategic plan and criteria will be important in the future as we face more challenges in retaining and growing our key businesses.

Simonson noted that Ramsey County is becoming more active with development, which could fit City goals. Options could be offered in Shoreview, but if those options are not viable for the company, the City could work more closely with the County to offer other properties that serve this area, such as the TCAAP property. The TCAAP implementation will also need to be factored into Shoreview's redevelopment and BRE goals as it will compete on some level but ultimately bring more employees and residents to the area which would be a positive.

UPDATES AND REPORTS

Rainbow Foods Property

Simonson stated that the owners of the Rainbow site continue to have discussions with HyVee. City staff has also had several conversations with HyVee officials. The issue is not being able to build a large enough building, and placement of the building on the site is not ideal. Other issues include acquiring the gas station for HyVee gas service; better access from Highway 96; and the price for the property.

The City has indicated support for HyVee. The City has about $400,000 in this district fund that could be used for this project. The site may also possibly qualify as a new renewal TIF District.

Withhart asked if the $400,000 in the current TIF District can be used if a new TIF District is created. Simonson answered, yes.

Quigley noted a number of different services that HyVee offers, such as restaurant, bar, as well as grocery. He asked if there would be an issue with acquiring the car wash. Simonson stated that the car wash is owned by a consortium in Arizona, which could make negotiations more difficult than having a local owner.

Johnson asked if there is a timeline for development. The longer the property sits empty the more risk there is for vandalism. Simonson stated that the property owner is primarily dealing with HyVee and may not pursue other avenues until that negotiation plays out. The property owner Sidal Realty did

indicate they were interested in selling the property as they primarily focus on residential properties and apartment management.

Economic Development Commission (EDC)
The *Business Matters Newsletter* will go out within the next week. The first company to be spotlighted is Promet International. Economic Gardening is promoted in the newsletter. Also, the newsletter announces a Small Business Workshop on Social Media and Marketing hosted by the EDC on November 6, 7:30 to 9:00, at the Community Center. A letter will be sent out as well as EDC members contacting businesses to promote attendance.

Raising Cane's
Simonson reported that approval is expected by the City Council at this evening's meeting.

The next EDA meeting will be Monday, November 3, 2014.

ADJOURNMENT

MOTION: by Johnson, seconded by Denkinger to adjourn the meeting at 6:32 p.m.

VOTE: Ayes - 5 Nays - 0

Memorandum

To: Mayor and City Council Members

Cc: City Manager

From: Tom Simonson
Assistant City Manager and Community Development Director

Date: October 16, 2014

Re: Monthly Report
- Administration Department
- Community Development Department

Upcoming Events

Administration staff is working on preparations for several upcoming City-hosted events including:

- Community Dialogue (Human Rights Commission) on Thursday, November 6
- Volunteer Appreciation Dinner on Thursday, November 13
- Annual Holiday Lighting Ceremony on Thursday, November 20

Election Update

Deputy Clerk Terri Hoffard reports that the City has already received over 1,000 absentee ballot applications for the general election to be held on November 4th. The City receives a daily update through the voter registration database and mails out the ballots. Almost 500 absentee ballots have been returned.

With the change in State law no longer requiring valid excuses for voting absentee, the City is expecting a very large number of absentee ballots. One improvement to the process that has been implemented is that voters may now request an absentee ballot on-line at www.mnvotes.org and can complete their application.

Due to the high volume of absentee ballot requests, the City will be expanding office hours leading up to election day. City offices will be open for absentee voting until 7 pm on the Monday-Thursday the week prior to election day. On Saturday, November 1st, we will be open from 8 am to 3 pm.

Planning and Zoning

Planning Commission – The Planning Commission will hold their regular meeting on October 28th. Six applications are on the agenda including an amendment to a preliminary plat and PUD Amendment for the Lexington Estates II Townhome Association. The intent of the platting proposal is to create public right-of-way for the existing private road, Royal Court. The other applications pertain to residential improvement projects. The Conditional Use Permit request for a large accessory structure that was tabled by the City Council at the October 6th meeting will not be heard by the Planning Commission in October, as the applicant is still exploring options with his design.

The Planning Commission held a workshop prior to their September regular business meeting and discussed the current accessory structure regulations. There has been an increase in requests to exceed the minimum size area standards permitted. The Commission will be reviewing this topic again at a future workshop and they would like to meet jointly with the City Council to discuss potential ordinance changes.

Note that the dates for the Planning Commission have changed due to the Thanksgiving and Christmas Holidays. The Commission will be meeting on November 18th and December 16th.

Highway Corridor Transition Study – The planning consulting firm HKGI is preparing the final study report and should be completed by early next month for review and discussion. This document is the culmination of several meetings with the City Council, EDA, Planning Commission, and City staff and identifies residential and commercial areas along arterials in the City that are in either in transition or require additional measures to preserve the existing land uses. Implementation strategies, financial tools and the City's preferred role will be identified for each of the study areas. 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.

Economic Development

EDC "On the Road". The October 21st meeting of the Economic Development Commission will be held at the new Hummingbird Floral and Gifts store at 4001 Rice Street. Hummingbird was located in the North Oaks Village Center but needed more space and acquired the former House of Dreams property at the intersection of Gramsie and Hodgson Roads. They opened earlier this month.

EDA and EDC Appointments – Due to the recent resignations of Economic Development Authority and Economic Development Commission member Gene Marsh and long-time EDC member Dave Lukowitz, the City Council made one new appointment to the EDA and two appointments to the EDC.

Shelly Myrland, a Shoreview resident and Vice President at F & M Bank, was appointed to the Economic Development Authority.

Appointed to the Economic Development Commission were Mike Tarvin, Vice President and General Manager at Shoreview-based Multi-Clean, and Kirk VanBlaircom, a Shoreview resident and sales representative with an extensive background in serving on business and economic development boards in other area communities.

Shoreview Business Matters Newsletter – The next issue of the new *Business Matters* newsletter has been printed and was distributed to local businesses this week. *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 current edition includes a front page promotion of the Economic Gardening Program and also the first "business spotlight" featuring locally-based Promet International. A copy of the newsletter is included in your agenda packet.

Please let staff know if you have any suggestions for news articles or how we can improve the publication.

Small Business Workshop – The Economic Development Commission is hosting a Small Business Workshop on the topic of Social Media and Marketing on November 6th at the Community Center from

7:30 to 9:00 a.m. The EDC had established a goal of expanding business outreach beyond BRE business visits and the popular Shoreview Business Exchange, and wanted to target our smaller businesses. Jonathan Weinhagen, EDC member and Vice President at the Saint Paul Area Chamber of Commerce, has been providing staff guidance and Deluxe Corporation has offered to present the workshop. If successful, the City may host one or two workshops per year for our businesses. The event is being promoted in the local newspapers, City website, the *Business Matters* newsletter, and mailings to the business community. EDC members are also calling or visiting some of our small businesses to encourage their participation in the workshop.

Special TIF Authority/BRE Fund – The City received legislative approval for a "Shoreview Tax Increment Pilot Project", which allows for the establishment of up to three special Economic Development Districts for an extended period of 12 years, instead of the current maximum of 8 years, for the purpose of supporting business retention, expansion and job creation. Shoreview is also allowed to create a special business retention and expansion fund from both existing and future tax increment resources that can be used to assist with grants and loans to existing local businesses with expansion needs that will create good quality jobs. The City will have this special authority to develop and implement a pilot program for a period of 5 years.

The EDA has had several discussions on the parameters of 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 is EDA support create a special BRE Fund, as allowed through the special legislation, and 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.

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.

The EDA will be continuing their review of developing a new BRE Fund for business growth and will forward the guidelines to the City Council for formal adoption within the next several months.

Housing and Code Enforcement Activity

Rental Licensing – The City has now issued a new high of 595 General Dwelling Unit rental licenses issued so far for the 2014 licensing year. With the addition of the 104-unit Lakeview Terrace Apartments, the City also has licensed 9 Multi-Family Dwelling Unit complexes. New GDU license applications are expected throughout the year as properties are converted and the owners apply for licenses.

Inspections of the 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. Lakeview Terrace apartment will be added to the inspection schedule beginning next year.

Inspection for GDU units are geographically scheduled by neighborhood throughout the City and performed every other week into the fall. To date, 224 inspections have been conducted of the approximately 311 GDU rental homes that will be inspected by the end of the year.

Code Enforcement – There were 14 new code enforcement cases opened in the past month. The table below summarizes the status of code enforcement activity:

Code Enforcement Activity			
Year	**Total Cases**	**Cases Open**	**Cases Closed**
2014	149	94	55
2013	159	40	119

City and Lake Johanna Fire Department enforcement staff are also continuing to work with four 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. Two of these properties are scheduled for follow-up inspections at the end of this month.

The Hoarding Project, in a pilot initiative with the City of Shoreview, continues 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. There is also a separate support group meeting for family and friends of people dealing with a hoarding disorder.

SHINE Neighborhoods. The fall SHINE inspections were conducted this week in the following three neighborhoods:

- area at the southwest quadrant of County Road I and Hodgson Road (northeast Turtle Lake neighborhood)
- the Reiland Lane neighborhood near Snail Lake
- areas near Harriet Avenue, east of Victoria Street and north of Owasso Boulevard

Notices were sent to residents/property owners in the selected neighborhoods in advance of the inspections along with information on property and housing maintenance and helpful resources available.

The SHINE is also used to identify potential rental properties that are not currently licensed. Staff will take appropriate follow-up action on those properties found to be in violation of housing and/or property maintenance regulations. A map of the selected neighborhoods incorporating a total of 291 properties is included with this report.

Water Shut-Offs. Community Development Department staff will be posting water shut-off notices for vacant properties that have been identified as foreclosures or in cases where Xcel Energy has shut off the electricity. The number of foreclosures has decreased from previous years with 24 homes being foreclosed on. Xcel has disconnected the electricity to 8 residential properties, including three homes in Brookside Mobile Home Park.

Development Updates

Best Western Plus/Green Mill. Work has begun on the major renovations to the Green Mill restaurant and Hampton Inn. The property owner is converting the hotel to a Best Western Plus, as well as revamping the Green Mill restaurant. The hotel will receive upgrades to interior spaces including guest rooms and expanded banquet space. Green Mill will be redesigned and will have a much larger outdoor patio space.

City and County Credit Union. Work on the construction of a new City and County Credit Union at 1001 Red Fox Road is progressing with completion slated for later this year. The branch facility is the third and final phase of the retail development that included Trader Joe's and a retail center.

Raising Cane's. Site and building plans have been approved for a Raising Cane's restaurant on a building pad created in the auxiliary parking lot of Super Target. The restaurant chain specializing in is very popular in the South and growing in the Midwest. Construction is expected to start next March and be open by mid-August of 2015.

Autumn Meadows. Seven building permits have been issued to date in the Pulte Homes development of Autumn Meadows, a 25-lot subdivision in northern Shoreview. In response to complaints received from nearby residents regarding noise and early morning construction, City staff has notified Pulte on several occasions of the City's permitted hours for construction and have asked them to control the contractors. Residents have been told to contact the Sheriff when activity is occurring outside of regular business hours and we have notified law enforcement of this matter.

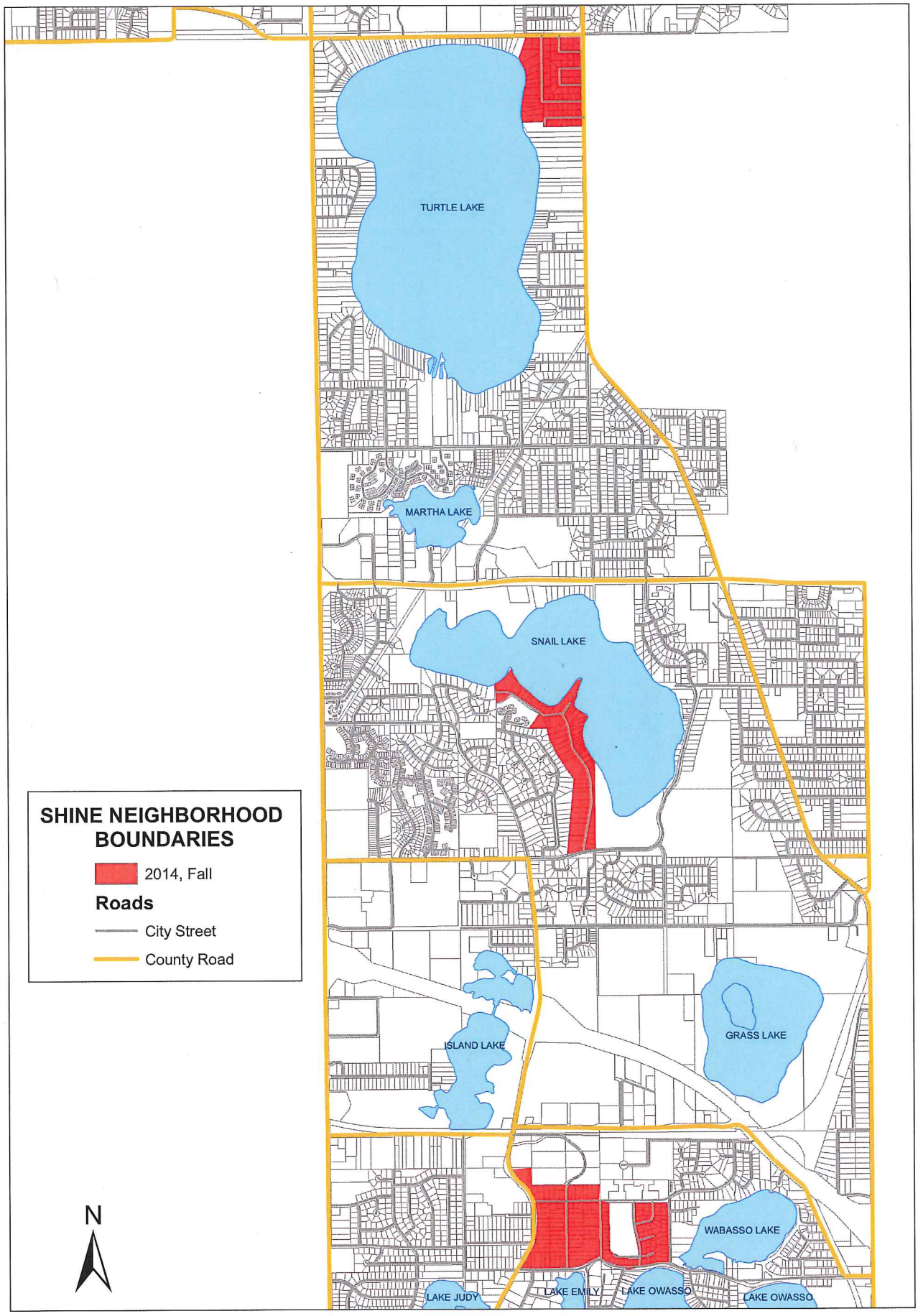
Applewood Pointe. The City issued the full building permit for the Applewood Pointe of Shoreview senior cooperative building and construction is well underway on the site of the former Kozlak's Royal Oak restaurant. The contractor is in the process of excavating the site and installing the foundation for the 77-unit building. The developer United Properties reports that over 80% of the units have been sold. Construction is expected to take approximately one year.

Lakeview Terrace. The grand opening of the new upscale Lakeview Terrace Apartments at Owasso and Victoria Streets near County Road E took place on September 24th. The luxury rental apartment complex is the first new market rate project built in Shoreview since the 1980s. The project involved the redevelopment of the old Midland Plaza shopping center. 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 developer invested over $20 million into the luxury apartment building, which they hope will attract young professionals and "empty-nesters" looking to downsize but remain in the community.

Other News and Information

- The Saint Paul Area Chamber of Commerce just announced the finalists for their annual Deubener Awards in business and leadership, and two Shoreview businesses – Lexington Floral and Nardini Fire Equipment – are two of the three finalists in the family-owned business category. Awards will be presented at the Chamber Honors Gala on November 6th.
- Attached is the monthly services report from the Housing*Resource* Center.
- Attached is the monthly building permit activity report from the Building Official, showing that building permit valuations have almost doubled from the same time last year with nearly $34 million in construction.

FALL 2014 SHINE NEIGHBORHOODS



Path: T:\SHINE\SHINE 2014\Fall 2013\Fall 2014 SHINE Neighborhoods.mxd

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

	SEPTEMBER PERMITS	2014 VALUATION	TO DATE PERMITS	2014 VALUATION	SEPTEMBER PERMITS	2013 VALUATION	TO DATE PERMITS	2013 VALUATION
DWELLINGS	2	$407,000	15	$4,215,650	1	$610,000	5	$2,445,000
TOWNHOMES			0	$0			0	$0
ADDITIONS	5	$174,000	20	$2,437,300	4	$70,000	30	$1,103,700
GARAGES	2	$91,000	6	$147,500	1	$22,000	5	$112,000
MISCELLANEOUS	102	$734,558	688	$4,333,323	138	$1,002,207	964	$6,559,204
APARTMENTS			1	$16,705,000			1	$1,999,750
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			5	$131,000
COMMERCIAL ADDITIONS			0	$0			3	$750,000
COMMERCIAL ALTER	11	$279,895	51	$4,417,209	6	$475,250	45	$3,018,201
TOTAL	122	$1,686,453	783	$33,835,982	150	$2,179,457	1059	$17,403,855

CC: CITY MANAGER
DIR. COMMUNITY DEV
MAYOR

Housing*Resource* Center - NorthMetro
City of Shoreview Monthly Status Report
July 1, 2001 - September 30, 2014

	July-Dec '01	Jan-Dec '02	Jan-Dec '03	Jan-Dec '04	Jan-Dec '05	Jan-Dec '06	Jan-Dec '07	Jan-Dec '08	Jan-Dec '09	Jan-Dec '10	Jan-Dec '11	Jan-Dec '12	Jan-Dec '13	Jan '14	Feb '14	Mar '14	Apr '14	May '14	Jun '14	Jul '14	Aug '14	Sep '14	Oct '14	Nov '14	Dec '14	Yr-to-Date	TOTAL
Number of Calls	43	208	589	168	170	240	275	171	130	271	141	101	152	11	8	11	12	26	26	23	11	25	0	0	0	153	2,812
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	1	0	0	0	0	0	1	48
Loans Closed	0	5	1	5	3	0	3	2	1	5	0	1	1	0	0	0	0	0	1	0	1	0	0	0	0	2	29
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	21
Loans Closed						Loan not available				5	5	1	5	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	1	0	1	0	0	0	0	3	28
Loans Closed	0	0	2	0	0	1	1	1	1	2	4	2	3	0	1	0	0	0	0	1	0	0	0	0	0	2	19
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	7	10	11	0	0	0	62	949
Site Visits	0	25	31	51	31	58	88	67	43	78	47	28	91	3	1	2	3	13	8	6	9	7	0	0	0	52	690
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	117
Total *SERVICES* Provided	53	312	698	300	281	379	499	357	253	488	268	179	387	16	12	19	19	51	45	38	32	43	0	0	0	275	4,729

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

TO: Terry Schwerm, City Manager

FROM: Fred Espe, Finance Director

DATE: October 14, 2014

RE: Monthly Finance Report

Utility Revenue

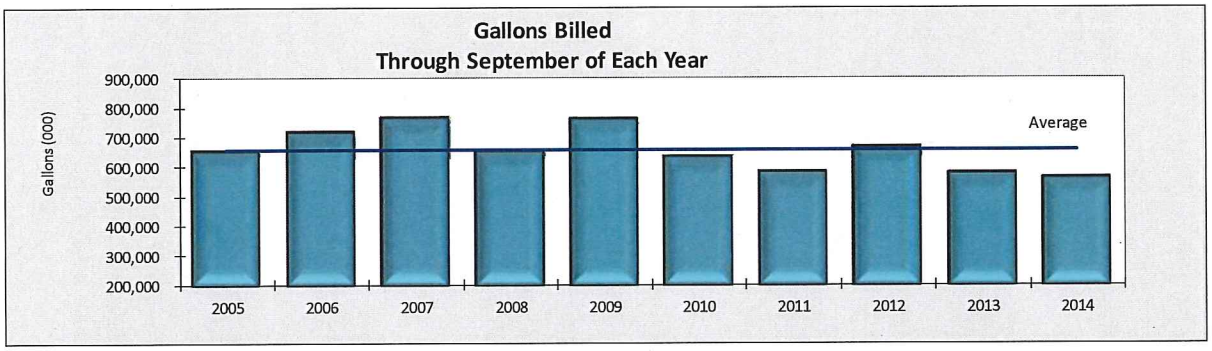
The table below contains actual monthly utility revenue and gallons sold through September and estimates for October through December of 2014 compared to actual for the same periods in 2013.

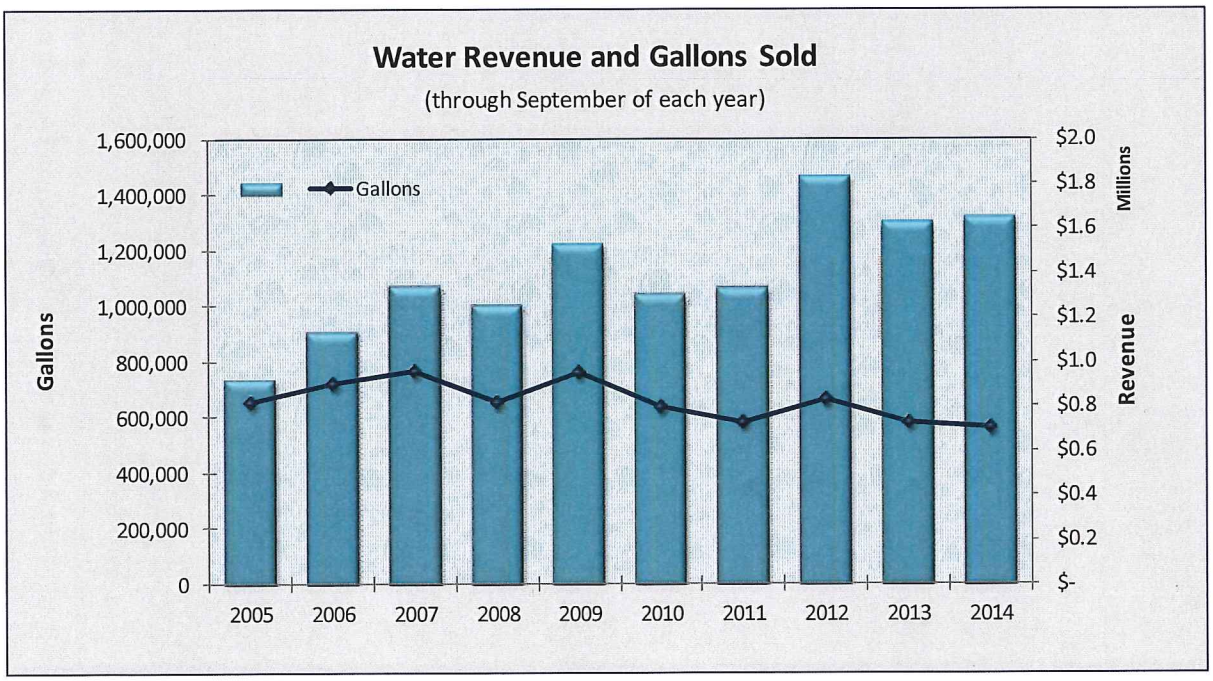
		Utility Revenues				
Month	Gallons	Water	Sewer	Surf Wtr	St Light	Total
Jan-13	62,297,860	$ 174,206	$ 299,606	$ 92,504	$ 38,398	$ 604,714
Feb-13	44,797,164	124,224	264,624	77,633	32,462	498,943
Mar-13	54,940,432	156,958	346,264	120,588	47,384	671,194
Apr-13	49,351,908	143,930	303,253	93,584	38,564	579,331
May-13	38,798,780	112,653	256,175	77,604	32,573	479,005
Jun-13	61,595,560	174,812	360,743	120,465	47,601	703,621
Jul-13	63,616,909	183,954	302,398	93,583	38,612	618,547
Aug-13	78,031,818	223,794	276,535	77,515	32,545	610,389
Sep-13	126,546,529	365,281	374,152	120,467	47,617	907,517
Actual Jan - Sep	579,976,960	$1,659,812	$2,783,750	$ 873,943	$355,756	$5,673,261
Actual Oct - Dec	331,100,733	966,748	943,280	292,838	118,906	2,321,772
Actual 2013	**911,077,693**	**2,626,560**	**3,727,030**	**1,166,781**	**474,662**	**7,995,033**
Jan-14	55,636,049	$ 166,227	$ 312,543	$ 102,646	$ 40,041	$ 621,457
Feb-14	44,039,262	128,095	272,862	84,370	33,566	518,893
Mar-14	56,513,396	168,162	358,946	132,767	49,445	709,320
Apr-14	46,777,269	144,159	306,819	103,032	40,123	594,133
May-14	41,232,903	123,676	274,453	85,308	33,898	517,335
Jun-14	64,580,690	190,415	365,347	132,895	49,548	738,205
Jul-14	73,954,448	218,213	309,626	103,344	40,289	671,472
Aug-14	71,707,947	208,605	280,451	85,004	33,887	607,947
Sep-14	109,290,336	333,617	374,813	132,422	49,563	890,415
Actual Jan - Sep	563,732,300	1,681,169	2,855,860	961,788	370,360	5,869,177
Estimate Oct - Dec	268,900,000	803,831	955,000	331,769	123,740	2,214,340
Total Estimate 2014	**832,632,300**	**2,485,000**	**3,810,860**	**1,293,557**	**494,100**	**8,083,517**
Budget	880,000,000	2,630,000	3,816,000	1,277,000	493,000	8,216,000
Over (Under) Budget	(47,367,700)	(145,000)	(5,140)	16,557	1,100	(132,483)
% Over (under) Budget	-5.4%	-5.5%	-0.1%	1.3%	0.2%	-1.6%
% Change over 2013 Actual	-8.6%	-5.4%	2.2%	10.9%	4.1%	
2014 Rate increase		4.2%	3.0%	10.0%	4.0%	

When reviewing these numbers it is important to remember that water revenue is the most difficult to predict because weather patterns (rainfall) and user habits have an impact on total gallons. In addition, more water is billed at the end of the year than the beginning due to water used for landscaping throughout the summer months.

Water revenue is estimated to end the year below budget by $145,000 as a result of a cooler and wetter spring and summer. Actual gallons sold year to date are the lowest in ten years (2005 – 2014). Preliminary meter readings for the October billing indicate it will be the lowest in ten years, 34.4 million gallons (24%) below the ten year average, the October billing accounts for zone one's water used during the months of July – September.

Gallons sold year-to-date are 14.2% below the average for the last 10 years, and are tracking below the base gallon level used to set water rates. The first graph below shows gallons billed through September of each year in comparison to the 10-year average. The second graph shows the relationship between gallons billed and revenue through September (the line represents gallons, and the bars represent water revenue). It should be noted that the increase in water revenue is caused in part by the restructuring of water rates (to split the first residential water tier) in 2012.





Permit Revenue

The table below provides a summary of permit revenues through September of 2014 in comparison to revenue received through September in four previous years. Total permit revenue to date in 2014 is $201,454 higher than budget allowances, which is a favorable indicator for the General Fund.

	2010	2011	2012	2013	2014
Revenue Received					
Building permits	$ 153,396	$ 181,737	$ 209,146	$ 236,731	$ 284,917
Plan check	41,972	50,918	78,418	48,776	108,179
Heating/electric/plumbing	69,397	67,315	121,243	93,943	89,358
Total Revenue	$ 264,765	$ 299,970	$ 408,807	$ 379,450	$ 482,454
Percent of budget allowance	105.9%	124.5%	158.5%	139.5%	171.7%
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	$ 250,000	$ 241,000	$ 258,000	$ 272,000	$ 281,000

Monthly Report

Attached is the monthly report for September of 2014.

General Fund

For Year 2014 Through The Month Of September

	Budget	Actual	Variance	Percent YTD This Yr	Percent YTD Last Yr
REVENUES					
Property Taxes	6,837,154	3,492,232	3,344,922	51.08	50.87
Licenses & Permits	324,500	420,849	-96,349	129.69	123.65
Intergovernmental	188,622	552,764	-364,142	293.05	96.35
Charges for Services	1,303,110	1,168,933	134,177	89.70	94.90
Fines & Forfeits	52,800	27,250	25,550	51.61	29.02
Interest Earnings	45,000		45,000		
Miscellaneous	26,108	20,647	5,461	79.08	86.64
TOTAL REVENUES	8,777,294	5,682,674	3,094,620	64.74	60.81
EXPENDITURES					
General Government					
Administration	539,688	348,412	191,276	64.56	74.10
Communications	209,370	139,511	69,859	66.63	76.61
Council & commiss	145,385	112,007	33,378	77.04	81.09
Elections	39,559	13,589	25,970	34.35	90.39
Finance/accounting	559,990	379,209	180,781	67.72	71.83
Human Resources	278,161	170,405	107,756	61.26	65.07
Information systems	334,900	247,505	87,395	73.90	68.74
Legal	120,000	84,543	35,457	70.45	77.60
Total General Government	2,227,053	1,495,181	731,872	67.14	72.42
Public Safety					
Emergency services	7,973	2,552	5,421	32.01	42.02
Fire	1,023,220	1,025,146	-1,926	100.19	100.17
Police	1,969,030	1,454,423	514,607	73.86	74.26
Total Public Safety	3,000,223	2,482,121	518,102	82.73	83.11
Public Works					
Forestry/nursery	132,243	101,542	30,701	76.78	63.91
Pub Works Adm/Engin	460,442	337,173	123,269	73.23	71.99
Streets	837,694	588,546	249,148	70.26	71.05
Trail mgmt	126,347	101,552	24,795	80.38	84.19
Total Public Works	1,556,726	1,128,812	427,914	72.51	71.82
Parks and Recreation					
Municipal buildings	127,775	118,261	9,514	92.55	92.59
Park Maintenance	1,200,912	932,557	268,355	77.65	77.16
Park/Recreation Adm	397,368	266,663	130,705	67.11	73.51
Total Parks and Recreation	1,726,055	1,317,482	408,573	76.33	77.63
Community Develop					
Building Inspection	155,715	118,332	37,383	75.99	86.77
Planning/zoning adm	434,522	302,046	132,476	69.51	68.75
Total Community Develop	590,237	420,378	169,859	71.22	73.70

General Fund
For Year 2014 Through The Month Of September

	Budget	Actual	Variance	Percent YTD This Yr	Percent YTD Last Yr
Capital Outlay					
Administration		8,356	-8,356		
Total Capital Outlay		8,356	-8,356		
TOTAL EXPENDITURES	9,100,294	6,852,329	2,247,965	75.30	76.86
OTHER					
Transfers In	692,000	652,000	40,000	94.22	94.46
Transfers Out	-369,000	-309,250	-59,750	83.81	85.82
TOTAL OTHER	323,000	342,750	-19,750	106.11	127.94
Net change in fund equity		-826,905	946,405		
Fund equity, beginning		4,303,604			
Fund equity, ending		3,476,699			
Less invested in capital assets					
Net available fund equity		3,476,699			

Recycling

For Year 2014 Through The Month Of September

	Budget	Actual	Variance	Percent YTD This Yr	Percent YTD Last Yr
REVENUES					
Intergovernmental	66,000	62,682	3,318	94.97	90.27
Charges for Services	493,500	256,305	237,195	51.94	50.69
TOTAL REVENUES	559,500	318,988	240,512	57.01	55.74
EXPENDITURES					
Public Works					
Recycling	529,569	368,698	160,871	69.62	68.22
Total Public Works	529,569	368,698	160,871	69.62	68.22
TOTAL EXPENDITURES	529,569	368,698	160,871	69.62	68.22
Net change in fund equity	29,931	-49,710	79,641		
Fund equity, beginning		204,983			
Fund equity, ending		155,273			
Less invested in capital assets					
Net available fund equity		155,273			

STD Self Insurance

For Year 2014 Through The Month Of September

	Budget	Actual	Variance	Percent YTD This Yr	Percent YTD Last Yr
REVENUES					
Charges for Services	7,500	5,668	1,832	75.57	75.09
Interest Earnings	450		450		
TOTAL REVENUES	7,950	5,668	2,282	71.30	69.53
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	-1,582	1,532		
Fund equity, beginning		41,257			
Fund equity, ending		39,675			
Less invested in capital assets					
Net available fund equity		39,675			

Community Center
For Year 2014 Through The Month Of September

	Budget	Actual	Variance	Percent YTD This Yr	Percent YTD Last Yr
REVENUES					
Charges for Services	2,431,850	1,755,703	676,147	72.20	74.59
Interest Earnings	8,000		8,000		
Miscellaneous	13,000	412	12,588	3.17	
TOTAL REVENUES	2,452,850	1,756,115	696,735	71.59	74.31
EXPENDITURES					
Parks and Recreation					
Community center	2,667,676	1,848,414	819,262	69.29	72.49
Total Parks and Recreation	2,667,676	1,848,414	819,262	69.29	72.49
TOTAL EXPENDITURES	2,667,676	1,848,414	819,262	69.29	72.49
OTHER					
Transfers In	339,000	254,250	84,750	75.00	75.00
TOTAL OTHER	339,000	254,250	84,750	75.00	75.00
Net change in fund equity	124,174	161,951	-37,777		
Fund equity, beginning		1,048,539			
Fund equity, ending		1,210,490			
Less invested in capital assets					
Net available fund equity		1,210,490			

Recreation Programs
For Year 2014 Through The Month Of September

	Budget	Actual	Variance	Percent YTD This Yr	Percent YTD Last Yr
REVENUES					
Charges for Services	1,460,213	1,233,984	226,229	84.51	85.89
Interest Earnings	4,200		4,200		
Miscellaneous		48	-48		
TOTAL REVENUES	1,464,413	1,234,032	230,381	84.27	85.61
EXPENDITURES					
Parks and Recreation					
Adult & youth sports	96,256	94,501	1,755	98.18	75.07
Aquatics	151,242	94,122	57,120	62.23	79.59
Community programs	102,662	85,952	16,710	83.72	110.34
Drop-in Child Care	61,751	39,124	22,627	63.36	67.38
Fitness Programs	209,023	130,941	78,082	62.64	64.87
Park/Recreation Adm	387,969	239,384	148,585	61.70	66.95
Preschool Programs	113,540	52,712	60,828	46.43	71.07
Summer Discovery	206,689	209,219	-2,530	101.22	107.19
Youth/Teen	36,621	14,941	21,680	40.80	45.17
Total Parks and Recreation	1,365,753	960,897	404,856	70.36	77.11
TOTAL EXPENDITURES	1,365,753	960,897	404,856	70.36	77.11
OTHER					
Transfers In	70,000	70,000		100.00	100.00
Transfers Out	-100,000	-75,000	-25,000	75.00	75.00
TOTAL OTHER	-30,000	-5,000	-25,000	16.67	-99.97
Net change in fund equity	68,660	268,135	-149,475		
Fund equity, beginning		761,736			
Fund equity, ending		1,029,871			
Less invested in capital assets					
Net available fund equity		1,029,871			

Cable Television

For Year 2014 Through The Month Of September

	Budget	Actual	Variance	Percent YTD This Yr	Percent YTD Last Yr
REVENUES					
Charges for Services	314,000	160,127	153,873	51.00	53.50
Interest Earnings	1,600		1,600		
Miscellaneous	1,200	900	300	75.00	66.56
TOTAL REVENUES	316,800	161,027	155,773	50.83	53.23
EXPENDITURES					
General Government					
Cable television	149,587	132,944	16,643	88.87	84.48
Total General Government	149,587	132,944	16,643	88.87	84.48
Capital Outlay					
Cable television		622	-622		
Total Capital Outlay		622	-622		
TOTAL EXPENDITURES	149,587	133,566	16,021	89.29	163.31
OTHER					
Transfers Out	-160,000	-120,000	-40,000	75.00	73.77
TOTAL OTHER	-160,000	-120,000	-40,000	75.00	73.77
Net change in fund equity	7,213	-92,539	179,752		
Fund equity, beginning		178,180			
Fund equity, ending		85,641			
Less invested in capital assets					
Net available fund equity		85,641			

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

	Budget	Actual	Variance	Percent YTD This Yr	Percent YTD Last Yr
REVENUES					
Property Taxes	80,000	40,681	39,319	50.85	50.69
TOTAL REVENUES	80,000	40,681	39,319	50.85	50.69
EXPENDITURES					
Community Develop					
Econ Development-EDA	71,007	51,807	19,200	72.96	62.14
Total Community Develop	71,007	51,807	19,200	72.96	62.14
TOTAL EXPENDITURES	71,007	51,807	19,200	72.96	62.14
Net change in fund equity	8,993	-11,126	20,119		
Fund equity, beginning		194,964			
Fund equity, ending		183,838			
Less invested in capital assets					
Net available fund equity		183,838			

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

	Budget	Actual	Variance	Percent YTD This Yr	Percent YTD Last Yr
REVENUES					
Property Taxes	90,000	45,744	44,256	50.83	50.70
TOTAL REVENUES	90,000	45,744	44,256	50.83	50.70
EXPENDITURES					
Community Develop					
Housing Programs-HRA	81,371	57,783	23,588	71.01	67.86
Total Community Develop	81,371	57,783	23,588	71.01	67.86
TOTAL EXPENDITURES	81,371	57,783	23,588	71.01	67.86
Net change in fund equity	8,629	-12,039	20,668		
Fund equity, beginning		74,197			
Fund equity, ending		62,158			
Less invested in capital assets					
Net available fund equity		62,158			

Liability Claims
For Year 2014 Through The Month Of September

	Budget	Actual	Variance	Percent YTD This Yr	Percent YTD Last Yr
REVENUES					
Interest Earnings	2,100		2,100		
Miscellaneous	30,000	12,860	17,140	42.87	3.26
TOTAL REVENUES	32,100	12,860	19,240	40.06	3.02
EXPENDITURES					
Miscellaneous					
Insurance Claims	32,000	68,009	-36,009	212.53	41.95
Total Miscellaneous	32,000	68,009	-36,009	212.53	41.95
TOTAL EXPENDITURES	32,000	68,009	-36,009	212.53	41.95
Net change in fund equity	100	-55,149	55,249		
Fund equity, beginning		227,879			
Fund equity, ending		172,730			
Less invested in capital assets					
Net available fund equity		172,730			

Slice SV Event

For Year 2014 Through The Month Of September

	Budget	Actual	Variance	Percent YTD This Yr	Percent YTD Last Yr
REVENUES					
Charges for Services	26,000	25,011	989	96.20	110.42
Miscellaneous	32,000	33,155	-1,155	103.61	136.76
TOTAL REVENUES	58,000	58,166	-166	100.29	124.14
EXPENDITURES					
General Government					
Slice of Shoreview	65,735	63,456	2,279	96.53	111.59
Total General Government	65,735	63,456	2,279	96.53	111.59
TOTAL EXPENDITURES	65,735	63,456	2,279	96.53	111.59
OTHER					
Transfers In	10,000	10,000		100.00	100.00
TOTAL OTHER	10,000	10,000		100.00	100.00
Net change in fund equity	2,265	4,711	-2,446		
Fund equity, beginning		65,817			
Fund equity, ending		70,528			
Less invested in capital assets					
Net available fund equity		70,528			

Water Fund

For Year 2014 Through The Month Of September

	Budget	Actual	Variance	Percent YTD This Yr	Percent YTD Last Yr
REVENUES					
Special Assessments		1,209	-1,209		
Intergovernmental	12,620	5,995	6,625	47.50	96.51
Utility Charges	2,637,000	1,699,192	937,808	64.44	64.59
Late fees		30,645	-30,645		
Water meters	5,500	9,245	-3,745	168.09	330.82
Other prop charges	11,000	7,417	3,583	67.43	250.46
Interest Earnings	34,000	-52	34,052	-.15	1.51
TOTAL REVENUES	2,700,120	1,753,651	946,469	64.95	65.64
EXPENDITURES					
Proprietary					
Water Operations	1,503,536	1,146,976	356,560	76.29	71.30
Total Proprietary	1,503,536	1,146,976	356,560	76.29	71.30
TOTAL EXPENDITURES	1,503,536	1,146,976	356,560	76.29	71.30
OTHER					
Sale of Asset		189	-189		
Depreciation	-639,000	-479,250	-159,750	75.00	75.00
Transfers Out	-303,000	-303,000		100.00	100.00
GO Revenue Bonds	-160,623	-187,963	27,340	117.02	116.33
TOTAL OTHER	-1,102,623	-970,025	-132,598	87.97	87.83
Net change in fund equity	93,961	-363,350	722,130		
Fund equity, beginning		13,327,864			
Fund equity, ending		12,964,514			
Less invested in capital assets		9,427,325			
Net available fund equity		3,537,189			

Sewer Fund

For Year 2014 Through The Month Of September

	Budget	Actual	Variance	Percent YTD This Yr	Percent YTD Last Yr
REVENUES					
Special Assessments		1,862	-1,862		
Intergovernmental	10,050	4,777	5,273	47.53	96.52
Charges for Services	1,000	1,615	-615	161.53	1,400.1
Utility Charges	3,816,000	2,807,011	1,008,989	73.56	73.76
Late fees		48,850	-48,850		
Facility/area chgs	4,000	28,710	-24,710	717.75	841.78
Other prop charges	2,500	48,500	-46,000	1,940.0	
Interest Earnings	24,000	-17	24,017	-.07	.67
TOTAL REVENUES	3,857,550	2,941,307	916,243	76.25	75.45
EXPENDITURES					
Proprietary					
Sewer Operations	3,219,590	2,692,329	527,261	83.62	83.20
Total Proprietary	3,219,590	2,692,329	527,261	83.62	83.20
Capital Outlay					
Capital Projects		1,127	-1,127		
Total Capital Outlay		1,127	-1,127		
TOTAL EXPENDITURES	3,219,590	2,693,456	526,134	83.66	83.20
OTHER					
Sale of Asset		189	-189		
Depreciation	-330,000	-247,500	-82,500	75.00	75.00
Transfers Out	-181,000	-181,000		100.00	100.00
GO Revenue Bonds	-58,177	-67,887	9,710	116.69	111.53
TOTAL OTHER	-569,177	-496,199	-72,978	87.18	87.91
Net change in fund equity	68,783	-248,347	462,710		
Fund equity, beginning		7,478,199			
Fund equity, ending		7,229,852			
Less invested in capital assets		4,725,848			
Net available fund equity		2,504,004			

Surface Water Mgmt
For Year 2014 Through The Month Of September

	Budget	Actual	Variance	Percent YTD This Yr	Percent YTD Last Yr
REVENUES					
Special Assessments		382	-382		
Intergovernmental	3,660	1,736	1,924	47.42	96.34
Utility Charges	1,277,000	947,713	329,287	74.21	74.07
Late fees		14,075	-14,075		
Lake Impr Dist chgs	43,577	25,732	17,845	59.05	64.96
Other prop charges	5,000	10,050	-5,050	201.00	117.67
Interest Earnings	8,000		8,000		
TOTAL REVENUES	1,337,237	999,689	337,548	74.76	74.59
EXPENDITURES					
Proprietary					
Snail Lake Aug.	27,277	56,622	-29,345	207.58	31.95
Surface Water Oper	799,318	540,335	258,983	67.60	77.11
Total Proprietary	826,595	596,956	229,639	72.22	75.29
TOTAL EXPENDITURES	826,595	596,956	229,639	72.22	75.29
OTHER					
Depreciation	-248,000	-186,000	-62,000	75.00	75.00
Transfers Out	-147,000	-147,000		100.00	100.00
GO Revenue Bonds	-82,116	-93,676	11,560	114.08	121.88
TOTAL OTHER	-477,116	-426,676	-50,440	89.43	90.78
Net change in fund equity	33,526	-23,944	158,350		
Fund equity, beginning		8,072,695			
Fund equity, ending		8,048,751			
Less invested in capital assets		6,135,855			
Net available fund equity		1,912,896			

Street Light Utility
For Year 2014 Through The Month Of September

	Budget	Actual	Variance	Percent YTD This Yr	Percent YTD Last Yr
REVENUES					
Special Assessments		174	-174		
Utility Charges	493,000	364,125	128,875	73.86	73.77
Late fees		6,236	-6,236		
Interest Earnings	2,200		2,200		
Miscellaneous	500	120	380	24.01	
TOTAL REVENUES	495,700	370,655	125,045	74.77	74.56
EXPENDITURES					
Proprietary					
Street lighting	267,491	183,254	84,237	68.51	68.02
Total Proprietary	267,491	183,254	84,237	68.51	68.02
Capital Outlay					
Street lighting		151,064	-151,064		
Total Capital Outlay		151,064	-151,064		
Capital Outlay					
Capital Projects		4,729	-4,729		
Total Capital Outlay		4,729	-4,729		
TOTAL EXPENDITURES	267,491	339,048	-71,557	126.75	75.11
OTHER					
Depreciation	-58,000	-43,500	-14,500	75.00	75.00
Transfers Out	-20,400	-20,400		100.00	100.00
TOTAL OTHER	-78,400	-63,900	-14,500	81.51	82.09
Net change in fund equity	149,809	-32,293	211,102		
Fund equity, beginning		1,163,796			
Fund equity, ending		1,131,503			
Less invested in capital assets		432,561			
Net available fund equity		698,942			

Central Garage Fund
For Year 2014 Through The Month Of September

	Budget	Actual	Variance	Percent YTD This Yr	Percent YTD Last Yr
REVENUES					
Property Taxes	184,000	93,628	90,372	50.88	50.71
Intergovernmental	83,170	39,357	43,813	47.32	94.63
Cent Garage chgs	1,242,855	1,239,814	3,041	99.76	104.68
Interest Earnings	9,500		9,500		
Miscellaneous		150	-150		
TOTAL REVENUES	1,519,525	1,372,949	146,576	90.35	96.42
EXPENDITURES					
Proprietary					
Central Garage Oper	599,799	441,777	158,022	73.65	69.41
Total Proprietary	599,799	441,777	158,022	73.65	69.41
Capital Outlay					
Central Garage Oper		477,759	-477,759		
Total Capital Outlay		477,759	-477,759		
TOTAL EXPENDITURES	599,799	919,536	-319,737	153.31	154.47
OTHER					
Sale of Asset	29,000	53,155	-24,155	183.29	90.52
Transfers In	119,400	119,400		100.00	100.00
Depreciation	-660,000	-495,000	-165,000	75.00	75.00
GO CIP Bonds	-238,054	-240,223	2,169	100.91	100.73
TOTAL OTHER	-749,654	-562,668	-186,987	75.06	75.86
Net change in fund equity	170,072	-109,254	604,989		
Fund equity, beginning		4,203,945			
Fund equity, ending		4,094,691			
Less invested in capital assets		3,228,575			
Net available fund equity		866,116			

INVESTMENT SCHEDULE BY SECURITY TYPE
AS OF 09-30-14

Seq#	Institution	Type	Term	Purchased	Matures	Principal	Yield
CERTIFICATE DEPOSIT							
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	
FEDERAL HOME LN BK							
1,203	Wells Fargo Brokerage Services	FH	1,734	06-19-13	03-19-18	500,000.00	.999900
1,194	Morgan Stanley Smith Barney LLC	FH	2,848	03-12-13	12-28-2020	500,000.00	2.403000
1,159	Dain Rauscher Investment Services	FH	3,647	06-28-13	06-28-2022	605,000.00	2.956500
1,160	Dain Rauscher Investment Services	FH	3,647	06-28-13	06-28-2022	400,000.00	2.956500
1,171	Morgan Stanley Smith Barney LLC	FH	3,652	07-26-12	07-26-2022	600,000.00	2.761000
1,184	Morgan Stanley Smith Barney LLC	FH	3,652	09-28-12	09-28-2022	500,000.00	2.273700
1,209	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	
FEDERAL NATL MTG							
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 09-30-14

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 09-30-14

Seq#	Institution	Type	Term	Purchased	Matures	Principal	Yield
		Sub-Total Of Investments:				18,216,927.20	
		2013B Refunding Escrow				1,398,800.02	
		4M Municipal Money Mkt Fund				5,286,269.04	
		2011 COP Debt Service Reserve				8,440.27	
		GMHC Savings Acct USBank				164,449.94	
		Western Asset Govt MM Fund				146,345.96	
		GRAND TOTAL OF CASH & INVESTMENTS:				25,221,232.43	

TO: MAYOR, CITY COUNCIL AND CITY MANAGER

FROM: MARK J. MALONEY, PUBLIC WORKS DIRECTOR

DATE: OCTOBER 16, 2014

SUBJ: PUBLIC WORKS MONTHLY REPORT

Administrative Activities

A significant amount of my time continues to be devoted to the "water supply topic" that has gripped the Twin Cities Metro Area. At this point in time, the discussion of how future drinking water needs for the area might be best met includes Federal agencies (e.g. USGS), numerous State agencies (MnDNR, Mn. Dept. of Health, Mn. Pollution Control Agency, etc), the State Legislature, regional water management organizations and watershed districts, lake conservation districts, a Regional Planning Organization (i.e. Met Council) and local governments and their advocacy organizations (LMC and Metro Cities). The Met Council is currently preparing changes to their water supply policies and has held a number of forums explaining their plans. I recently was included with a small group of local government representatives that was allowed to discuss our concerns regarding the schedule for policy changes with upper level Met Council staff. As it stands now, the Met Council is moving on the assumption that they will begin implementing new water supply policies in their review of local plan beginning in 2016. The exact impact on local water suppliers like Shoreview has yet to be determined. There are a number of questions and apparent differences of opinions concerning the interpretation of statutory authority and the practical impact on local government. The Legislative Water Commission will possibly address some of these questions/concerns at their meeting scheduled next week.

Environmental Services

The City's fall Clean Up Day October 4th operated smoothly with little to no wait times for the 448 vehicles that attended. There were 303 vehicles from Shoreview and 145 from Arden Hills, and about 41% of those vehicles utilized the Household Hazardous Waste drop off. Important changes to streamline the event included charging per type of vehicle instead of itemizing each vehicle load, and no longer accepting donations. Only cash and checks were accepted at the event. The only time period there was a line was from 7am to 8:15am, and after the morning rush, vehicles were getting through with no wait. Re-Cycle was also on site to collect bicycles on site instead of placing them in the trash. We are waiting on the haulers to compile tonnage reports of each type to compare to previous years.

The Environmental Quality Committee is in the process of goal setting for the next two years. Once finalized the Committee hopes to have a workshop with the City Council to discuss initiatives. The Committee is also planning the 2015 Environmental Speaker Series with topics including pollinators, invasive species, green remodeling, and composting or organics recycling.

The tree inventory volunteer effort is winding down with the leaves falling. This effort entailed Shoreview volunteers working in small teams to identify and measure public and private trees to understand the makeup of our forests. To date the volunteers have reported contributing more than 400 hours of their time hitting the streets this summer. Once all of the data is compiled we will have an idea of what we are managing and how to best ward off invasive pests and diseases.

Shoreview was recently recommended for funding of $54,000 to fund a water consumption and groundwater awareness project from the Minnesota Environment and Natural Resources Trust Fund (ENRTF) 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.

The majority of our project funds go to purchasing a device 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 this device on their countertops or in the laundry room. Overall we hope to be able to gauge if knowing the quantity of water a household uses will make a difference in groundwater conservation. Staff recently completed our required work plan for all the project details. The Legislature gets the final say next session on funding each project selected by the LCCMR, but we do not anticipate any concerns.

Maintenance Activities

Public works crews attended the Fall Maintenance Equipment Expo and the Safety Committee sponsored safety training "Distracted Driving". Streets crews were trained on calibrating the salt spreaders on the plow trucks and on the new sign software program for sign maintenance. Crews also removed all snow equipment from storage and prepared plows and equipment for the winter season. The maintenance center yard was cleaned and scrap metal and rubble was removed and the yard prepared for winter.

Street crews finished the final spot patching before the snow plowing season. They patched around high iron in the streets which includes; catch basins, manholes, and gate valves. They completed paving along trails and spot patching trails as needed.

Street crews have been inspecting and cleaning, catch basins, storm sewer pipes and inlet and outlet structures around storm ponds. They are working on the annual cleaning of storm sewer sumps. Sign repairs, maintenance and replacements is ongoing as necessary. This time of year, with all the leaves in the streets, both street sweepers are sent out daily as the weather permits.

Utility crews begin each day with inspecting all the wells, lift stations, the booster station and the towers. Routine maintenance and upkeep and general repairs are made at each site. They continue mowing and trimming around each site as needed. Crews have been painting exterior doors and vent pipes at wells and lift stations and the booster station. Water samples are collected daily and analyzed or sent as required by the Minnesota Department of Health. Crews respond daily to location requests and mark City owned underground utilities as required.

Utility crews completed the biannual flushing of the water system. They are brushing/clearing and mowing sewer and water easements as needed. They continue with routine flushing/cleaning of the sanitary sewer system. Crews have been repairing curb boxes and gate valves as needed. They have also repaired a sanitary sewer service line and had one watermain break repair.

Department of Corrections Crew – The DOC crews start each day by cleaning the maintenance center lunchroom, bathrooms, offices and other common areas. After this summer's bog removal at Snail Lake park we have had to wait for the water to recede to make final repairs and restoration to the shoreline. The area along the shoreline is too soft to support equipment while completing the restoration. DOC crews began final restorations last week. They are moving dirt, silt and muck with shovels and rakes and will seed the area. They have been trimming and removing trees and removing buckthorn on City owned property. They participated in the clean up and organizing of the maintenance center yard. As time permits these crews clean and detail City owned trucks and equipment.

Project Updates

Owasso Street Re-alignment, Project 09-12 – The contractor is working on punch list items. This project will be presented to Council to start the assessment process in October.

Red Fox Road Reconstruction, Project 12-04 – The contractor is expected to finish all items in the next few weeks and the final payment will be submitted to Council for approval in November.

Gaston /Grove/St Albans Watermain Project 13-03 – The project is complete. Approval of the final payment will be presented at the October 20th Council meeting.

Water Treatment Plant – Preliminary Design Report – AE2S presented a summary of the preliminary design report to the City Council at the September 8th workshop. As per the discussion at the workshop AE2S is preparing a professional services agreement for the design of the water treatment plant. It is expected the agreement will be presented to the Council at the November 3rd, 2014 meeting for consideration.

Hanson/Oakridge Neighborhood Reconstruction – Project 14-01 – All of the underground utilities are complete. The concrete curb and gutter and base course of asphalt has been installed on Hanson, Robinhood, and Nottingham and the contractor is currently restoring the driveways and yards along those streets. Once the restoration is complete the wear course of asphalt will be installed. The contractor is currently grading Oakridge and the installation of the concrete curb and gutter is scheduled for the week of October 20th. The contractor is planning to restore the driveways and yards along Oakridge and start the installation of the PaveDrain road surface the week of October 27th.

Trail Extension and Rehabilitation – Project 14-05 – All of the asphalt work and restoration along the trails is complete. The contractor is planning to install the concrete pedestrian ramps on the County Road I and Lexington Ave. trails in the next week or two.

Highway 96 Lift Station – Project 14-07 – The engineering consultant is in the process of completing the plans and specifications for the project. Once complete the plans and specifications will be presented to Council for approval.

Autumn Meadows Development – Project 14-06 – The underground utilities, concrete curb and gutter, and the first lift of asphalt has been installed. The top layer of asphalt will be installed next year after a majority of the homes are constructed. The private utilities, XCEL, Comcast, Century Link, have completed their installation along with the new LED Street Lights. Five homes are under construction.

Turtle Lake Augmentation Feasibility Report – The City is currently negotiating a RFP/Scope of Services in accordance with City Council direction earlier this year. Staff is anticipating presenting a professional service agreement along with a cost share/escrow agreement with Turtle Lake Homeowners Association and grant agreement with the Met Council in the near future.

TO: MAYOR AND COUNCILMEMBERS

FROM: TERRY SCHWERM
CITY MANAGER

DATE: OCTOBER 15, 2014

SUBJECT: PARKS AND RECREATION MONTHLY REPORT

DEPARTMENT ACTIVITY

October is another transition month for the Parks and Recreation Department. Parks maintenance crews begin focusing on preparing for the winter season, and most of our fall recreation programs are typically in the middle of their sessions. In addition, staff is trying to insure that all of the indoor building projects are completed before the Community Center becomes more active as the weather gets colder.

The major projects that are occurring now include the sym roof replacement, upper level and Shoreview Room carpet replacement, and repair/replacement of the movable walls in the Richard Wedell Community Room and in the meeting rooms. The roof replacement project has progressed very quickly without any major issues or concerns. They are expected to be done with the project within the next week. The staff is looking forward to a winter where we will not have any leaks in the gym area.

The carpet replacement has started with new carpeting being installed in the Shoreview Room and in the Island Lake Room. During the next few weeks, carpeting will be replaced in the upper level lobby areas, Fireside Lounge, and the meeting rooms. The timing of the carpet replacement is the most difficult aspect of the project as the contractor and staff are working around weekday and weekend rentals of the two banquet rooms, meeting rooms, and the general election on November 4th. It is anticipated that the project will be completed in about three weeks.

The movable walls in the upper level meeting rooms are going to be replaced in early-mid November. The large movable wall in the Richard Wedell room is being repaired and will have new wallpaper placed on it this week.

The Farmers' Market ended another successful year this past week. Several hundred residents per week attended the market that ran every Tuesday night from mid-June through mid-October. The Tropics Indoor Water Park will host its first Dive-In Movie of the fall/winter season on Friday, November 14th.

COMMUNITY CENTER

September is usually a less active month at the Community Center due to the annual pool shut down. This year, the pool shutdown lasted three weeks instead of the usual two weeks to allow for completion of multiple projects. A small portion of the pool deck floor needed to be removed to fix a pipe that was clogged with cement. Other pool projects included painting of the columns by the hot tub, painting of the lower portion of the waterslide, replacing waterslide stair treads, installing a new landing pad for the water walk, repairing leaks in the hot tub and filter room, adding a new UV filtering system for the hot tub, and repairing broken pipes in the men's locker room.

After the pool opened on September 20th, there were further issues balancing the chemical levels in the water. Unfortunately, the pool needed to close again, be drained, and refilled. With nearly a 4 week pool shut down period, we were fortunate that daily revenue only decreased 8% compared to last year. The Indoor playground stayed active with many young visitors. There were over 400 playground only passes purchased and another 300 members visiting Tropical Adventure Indoor Playground.

There were 115 total memberships sold the month of September which is about 8% less than the previous year. However, there was a significant increase in monthly memberships sold the past month. Currently, over 40% of our members have annual monthly memberships. Retention numbers remain at a favorable rate. Retention of monthly memberships from the previous month is 98%, and is 90% from the beginning of the year.

Upcoming marketing efforts will include promoting the flexible options for memberships at the Community Center. The next few months are typically when 30% of all memberships are sold. Marketing efforts include a buy one get one free advertisement in Dollars and Sense Magazine, an advertisement promoting some of our senior activities in Good Age magazine, and birthday parties in MN Parent magazine.

Rental revenue in the Shoreview Banquet Room nearly doubled this month compared to last year. There is a continuing trend of attracting more corporate rentals during daytime hours. The Audio Visual upgrade in the Richard Wedell Community Room has been very appealing to corporate groups. This upgrade allows both sides of the banquet room to have high quality power point presentations. This month the Community Center hosted Minnesota Department of Health, Context Financial Group, Institute of Athletic medicine, Applewood Point, Department of Human Services, US Bank Corporation, and Five Star Financial.

The Fitness Center was less active due to the good weather through September. There were 24 new member orientations performed and the annual personal training special attracted 21 unique participants with 24 packages being purchased. Staff is preparing a new "small group" training program that will start after the first of the year.

RECREATION PROGRAMS

There were nearly 2900 registrations processed for Fall Recreation Programs. Nearly 60% of the registrations are processed on-line. Group Fitness and Aquatics almost always account for the largest number of class registrations with Youth Sports having the third largest amount of participants.

The Kids Garage Sale and Touch-a-Truck events were held on September 20th in the lower level parking lot. There were a total of 14 tables at the children's garage sale. There was some additional traffic due to the North Oaks garage sale being held the same day. That coupled with the wonderful weather made the garage sale a very successful event. The touch a truck event featured a school bus, 13 different city vehicles , garbage truck, U-Haul truck, ice cream truck, fire truck, ATV, Swat team, K-9 unit, squad car, boat, military truck with a crane, an ambulance, and new this year the peeps mobile.

The Halloween Spooktacular will be held on Friday October 24th at the Community Center. This event has replaced Halloween Hoopla which used to be organized in collaboration with the City of Arden Hills. The event will include a DJ, craft, Bingo, and refreshments.

The fall session of tumbling classes began on September 20th with over 50 children enrolled for the season. Our Toddler/Parent classes continue to be the most popular. Staff is preparing for the fall session of ice skating which will again be held at the Shoreview Ice Arena. The fall session begins on Saturday, October 25.

The After School Sports program began in September at Island Lake School and Turtle Lake School. The program offers children the opportunity to learn the basic skills in basketball, soccer or wrestling. There are 67 children enrolled this fall. This is a slight decrease from 2013, when we had 76 children enrolled.

The fall tennis program is coming to an end. The program offered participants the opportunity to learn the fundamental skills of tennis in a group class or by private lesson. Fall weather has been a pleasant surprise this session. We did not need to cancel any classes due to inclement weather and most days have been sunny and warm. There are 24 children enrolled this fall which is comparable to 2013.

The drop-in pickleball started in September. Participation has been lighter than normal due to the beautiful weather. The drop-in pickleball program is held at the Shoreview Community Center Monday through Friday from 8:30 am – 11:00 am. The drop-in basketball program is held at the Island Lake School on Wednesday from 6:30 pm – 9:00 pm and Saturdays from 8:00 am- 10:00 pm.

PARKS MAINTENANCE CREW

The fall sports program has started to wind down, and the maintenance crew has completed fall tasks and are starting planning for the winter season.

The fall softball program at Rice Creek wound up this past weekend. The crew worked two weekend tournaments for the Association. The City's adult softball leagues are complete as well. The crew had been dragging and lining four fields a day for the past month. The crew has worked on repairs to warning tracks and pitchers mounds now that games are finished. The crew mows and paint lines on seven modified size soccer fields, two full sized soccer fields and two modified size football fields on a weekly basis.

The crew has continued to mow turf areas at least once a week. We are now mowing areas as they need it. The crew was able to aerate all athletic fields and overseed them. The crew has also been able to complete our fall fertilization program. A contractor ground out several stumps in the parks and the Community Center. The crew then went around and filled the holes with black dirt and seeded them. The DOC crew pulled weeds in the beds around the Community Center and along Highway 96. We had two Eagle Scout Projects that took place around the Community Center to convert sodded areas into native plant mix that is similar to other landscaping in the area. The crew has been watering those plants and the new landscaping that was installed in the Lexington Avenue plant beds.

The crew is in the process of winterizing the irrigation systems in the parks and Hwy 96. There were repairs at Rice Creek Fields and Commons Park that needed to be completed before we started blowing out the irrigation. All the drinking fountains have been shut off and winterized. Vandals struck McCullough Park this past month. Someone broke down a door on the pleasure rink side of the building. The door and frame were a total loss. Once inside they stripped all the copper wire out of the building, even taking the breaker panels. Repairs are under way at this time.

The crew continues to pick up trash on a daily basis at the Community Center, the Library and the parks. The trash receptacles are dumped on an as needed basis. The off leash dog areas are checked at the same time. Now that softball is done and the last rental of the pavilion has taken place, the crew will not need to clean the restroom as frequently. Once ice skating season comes the crew will be back cleaning the restroom at the pavilion.

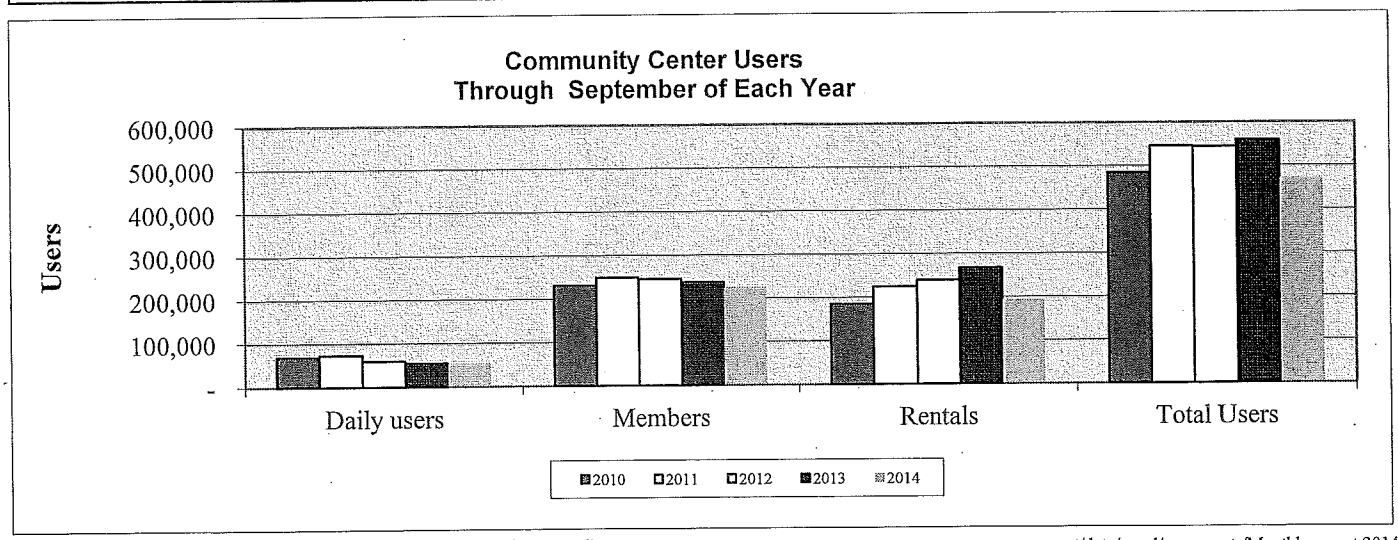
COMMUNITY CENTER CREW

The crew has been working on keeping the building on its cleaning schedule. The crew has slowed down cleaning carpet in the upper level since it will be replaced in the next few weeks. They did move fitness equipment and change light bulbs in the fitness center. With the gym roof getting replaced there is a lot of dust and paint flakes landing on the gym floor, track and playground. The crew has been spending extra time each night cleaning up these areas.

This past pool shutdown was a very busy one. There were 21 projects that were completed by contractors. The maintenance staff had another 15 projects that were done at that time. With all that, the number of work orders has exploded. We are currently only 35 work orders away from where we were at the end of 2013.

Community Center Activity Year-to-date
Through September Each Year

	2010	2011	2012	2013	2014
Number of Users:					
Daily users	68,952	73,058	59,390	54,565	52,718
Members	231,256	248,719	245,155	237,852	225,730
Rentals	184,716	224,275	239,442	267,003	193,426 *
Total Users	484,924	546,052	543,987	559,420	471,874
Revenue:					
Admissions	$ 409,222	$ 463,861	$ 435,760	$ 458,502	$ 468,810
Memberships-annual	574,938	636,945	667,336	675,923	683,126
Memberships-seasonal	71,203	71,408	67,372	63,790	70,457
Room rentals	174,538	194,826	191,294	232,192	230,919
Wave Café	137,532	155,201	144,616	164,076	168,148
Commissions	8,051	10,164	11,005	8,655	9,900
Locker/vending/video	20,387	20,364	18,116	16,872	14,762
Merchandise	8,438	11,394	11,748	11,843	9,700
Other miscellaneous	941	988	179	(31)	296
Building charge	93,000	97,000	100,000	101,687	100,000
Transfers in	232,506	222,750	225,000	234,000	254,250
Total Revenue	1,730,756	1,884,901	1,872,426	1,967,509	2,010,368
Expenditures:					
Personal services	945,874	963,293	1,006,022	1,050,148	1,043,207
Supplies	283,171	315,599	318,611	354,077	365,913
Contractual	358,620	400,383	414,827	452,886	439,293
Other	-	-	5,727	-	-
Total Expenditures	1,587,665	1,679,275	1,745,187	1,857,111	1,848,413
Rev less Exp Year-to-date	$ 143,091	$ 205,626	$ 127,239	$ 110,398	$ 161,955



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

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

Community Center Monthly Activity
For the Year 2014

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Number of Users:													
Daily users	8,204	6,661	10,413	5,480	4,230	5,389	4,858	5,232	2,251	-	-	-	52,718
Members	31,509	27,103	29,692	26,463	22,454	23,645	23,864	22,155	18,845	-	-	-	225,730
Rentals	9,996	7,882	9,500	11,995	17,617	43,616	40,248	42,655	9,917	-	-	-	193,426
Total Users	49,709	41,646	49,605	43,938	44,301	72,650	68,970	70,042	31,013	-	-	-	471,874
Revenue:													
Admissions	$ 58,989	$ 49,221	$ 88,178	$ 40,092	$ 31,934	$ 51,666	$ 47,411	$ 44,773	$ 15,288	$ -	$ -	$ -	427,552
Indoor playground	8,013	5,807	8,607	5,131	2,057	3,568	2,782	3,251	2,042	-	-	-	41,258
Memberships	139,300	83,683	101,639	73,674	68,059	71,484	68,244	73,477	74,023	-	-	-	753,583
Room rentals	26,034	20,287	32,717	29,119	27,458	25,290	21,856	19,529	28,629	-	-	-	230,919
Wave Café	24,419	21,030	30,955	18,308	13,815	17,321	14,982	15,534	11,784	-	-	-	168,148
Commissions	-	73	53	1,579	1,193	1,050	1,733	802	3,417	-	-	-	9,900
Locker/vending/video	3	2,795	2,811	1,444	1,785	1,873	1,604	1,348	1,099	-	-	-	14,762
Merchandise	982	1,069	1,108	1,110	937	1,536	1,468	1,094	396	-	-	-	9,700
Other miscellaneous	(42)	(61)	(43)	29	1	296	56	42	18	-	-	-	296
Building charge	-	-	-	-	-	100,000	-	-	-	-	-	-	100,000
Interest	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers in	28,250	28,250	28,250	28,250	28,250	28,250	28,250	28,250	28,250	-	-	-	254,250
Total Revenue	285,948	212,154	294,275	198,736	175,489	302,334	188,386	188,100	164,946	-	-	-	2,010,368
Expenditures:													
Personal services	80,502	113,805	109,267	111,237	164,246	116,446	112,900	123,504	111,300	-	-	-	1,043,207
Supplies	15,848	52,201	51,609	58,274	24,061	37,144	38,870	61,592	26,314	-	-	-	365,913
Contractual	8,229	39,893	48,847	45,114	28,652	82,787	33,283	79,182	73,306	-	-	-	439,293
Other	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers out	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	104,579	205,899	209,723	214,625	216,959	236,377	185,053	264,278	210,920	-	-	-	1,848,413
Rev less Exp (monthly)	$ 181,369	$ 6,255	$ 84,552	$ (15,889)	$ (41,470)	$ 65,957	$ 3,333	$ (76,178)	$ (45,974)	$ -	$ -	$ -	$ 161,955
Rev less Exp (ytd)	$ 181,369	$ 187,624	$ 272,176	$ 256,287	$ 214,817	$ 280,774	$ 284,107	$ 207,929	$ 161,955	$ 161,955	$ 161,955	$ 161,955	

Community Center Monthly Activity
For the Year 2013

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Number of Users:													
Daily users	7,974	7,000	10,931	7,185	5,072	4,871	4,514	4,366	2,652	4,319	5,986	5,703	70,573
Members	32,422	28,240	31,139	29,472	25,068	23,723	24,641	22,833	20,314	23,469	25,962	26,112	313,395
Rentals	14,163	13,945	18,510	17,220	18,024	56,444	55,100	52,526	21,071	17,579	15,574	14,768	314,924
Total Users	54,559	49,185	60,580	53,877	48,164	85,038	84,255	79,725	44,037	45,367	47,522	46,583	698,892
Revenue:													
Admissions	$ 50,299	$ 47,292	$ 88,714	$ 54,738	$ 33,185	$ 45,769	$ 43,304	$ 38,274	$ 16,516	$ 28,873	$ 36,362	$ 40,843	524,169
Indoor playground	6,216	6,569	8,744	5,824	3,480	2,899	2,312	2,293	2,074	4,695	6,268	5,289	56,663
Memberships	124,779	85,193	94,796	77,552	67,021	68,231	68,319	76,179	77,643	83,624	112,181	169,305	1,104,823
Room rentals	27,440	26,030	29,824	25,609	27,653	28,573	17,165	27,021	22,877	21,760	21,612	27,643	303,207
Wave Café	20,972	18,003	31,703	19,174	14,800	16,404	15,062	17,706	10,252	14,741	15,558	16,485	210,860
Commissions	-	426	456	793	617	-	3,168	1,347	1,848	3,074	144	152	12,025
Locker/vending/video	(4)	3,139	1,364	1,973	2,664	2,655	1,716	1,819	1,546	1,743	1,490	4,093	24,198
Merchandise	1,331	1,014	1,807	1,794	1,183	1,614	1,312	1,214	574	724	811	627	14,005
Other miscellaneous	(73)	(20)	(228)	153	50	19	19	42	7	12	-	14,623	14,604
Building charge	-	-	-	-	-	101,687	-	-	-	-	-	-	101,687
Interest	-	-	-	-	-	-	-	-	-	-	-	(42,835)	(42,835)
Transfers in	26,000	26,000	26,000	26,000	26,000	26,000	26,000	26,000	26,000	26,000	26,000	26,000	312,000
Total Revenue	256,960	213,646	283,180	213,610	176,653	293,851	178,377	191,895	159,337	185,246	220,426	262,225	2,635,406
Expenditures:													
Personal services	82,812	114,612	117,601	109,051	163,800	118,822	114,033	118,407	111,010	108,598	164,022	150,736	1,473,504
Supplies	16,571	51,430	46,426	62,354	39,856	33,562	31,462	39,800	32,616	23,906	32,826	67,635	478,444
Contractual	5,989	49,989	34,133	65,882	62,010	51,361	63,244	71,565	48,713	61,496	43,524	66,349	624,255
Other	-	-	-	-	-	-	-	-	-	-	-	-	-
Transfers out	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	105,372	216,031	198,160	237,287	265,666	203,745	208,739	229,772	192,339	194,000	240,372	284,720	2,576,203
Rev less Exp (monthly)	$ 151,588	$ (2,385)	$ 85,020	$ (23,677)	$ (89,013)	$ 90,106	$ (30,362)	$ (37,877)	$ (33,002)	$ (8,754)	$ (19,946)	$ (22,495)	$ 59,203
Rev less Exp (ytd)	$ 151,588	$ 149,203	$ 234,223	$ 210,546	$ 121,533	$ 211,639	$ 181,277	$ 143,400	$ 110,398	$ 101,644	$ 81,698	$ 59,203	

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				
10/06/14	Accounts payable				$19,228.58
10/09/14	Accounts payable				$261,409.51
10/13/14	Accounts payable				$47,669.11
10/14/14	Accounts payable				$38,935.97
10/16/14	Accounts payable				$164,844.43
10/20/14	Accounts payable				$287,935.12
	Sub-total Accounts Payable			**$**	**820,022.72**
10/17/14	Payroll	127342 to 127381	969381 to 969573		$155,078.17
	Sub-total Payroll				
	TOTAL			**$**	**975,100.89**

ROLL CALL:	AYES	NAYS
Johnson		
Quigley		
Wickstrom		
Withhart		
Martin		

10/20/14

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
AARP C/O MARIETTA BOOTH	AARP SMART DRIVER (10/1)	225	43590	3174		003	$500.00	$500.00
AMSAN BRISSMAN KENNEDY	BATH TISSUE/CAN LINERS/SOAP	220	43800	2110			$383.17	$383.17
AMSAN BRISSMAN KENNEDY	FLOOR CLEANER/PPR TWL/SANITIZER	220	43800	2110			$1,114.46	$1,114.46
AMSAN BRISSMAN KENNEDY	CAN LINERS	220	43800	2110			$57.40	$57.40
COMMUNITY REINVESTMENT FUND	GMHC ADMIN FEES/AUG STMT/15 @ $6	307	44100	4890			$90.00	$90.00
FULTON, KYLE	DJ SERVICE FOR HALLOWEEN SPOOKTACULAR	225	43580	3172		001	$300.00	$300.00
GRAINGER, INC.	FLOOR BOX COVER/INCAND. LIGHT/HALOGEN	220	43800	2240		001	$291.20	$291.20
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	$16.17	$16.17
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	$16.31	$16.31
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	$16.30	$16.30
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	$16.18	$16.18
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	$15.30	$15.30
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	$16.30	$16.30
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	$16.36	$16.36
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	$16.37	$16.37
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	$17.33	$17.33
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	$17.29	$17.29
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	$16.32	$16.32
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	$16.33	$16.33
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	$23.75	$23.75
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	$19.99	$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	$19.99	$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	$23.75	$23.75
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	$23.75	$23.75
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	$23.75	$23.75
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	$19.99	$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	$23.75	$23.75
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	$19.99	$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	$19.99	$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	$19.99	$19.99
KANSAS STATE BANK-GOVT FINANCE	CONTRACT LEASE PAYMENT/OCT 2014	220	43800	3960		003	$1,089.00	$1,089.00
KANSAS STATE BANK-GOVT FINANCE	CONTRACT LEASE PAYMENT/OCT 2014	220	43800	3960		004	$1,320.00	$1,320.00
MATHESON TRI-GAS INC	CO2 CYLINDER LEASE PAYMENT	220	43800	2160		002	$94.00	$94.00
MCCAREN DESIGNS INC	REPLACEMENT TREE FOR POOL PATIO	405	43800	3810			$6,660.04	$6,660.04
METROPOLITAN COURIER CORPORATI	ARMORED CAR SERVICES: SEPT 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	
MIDWAY SEWER SERVICE COMPANY	DRAIN CLEANING DURING POOL SHUTDOWN	220	43800	3810			$1,315.63	
MINNESOTA POLLUTION CONTROL AG	SCHREIER/WASTE WATER EXAM	602	45550	4500		003	$55.00	$55.00
MRPA	MRPA ENTERTAINMENT JAMBOREE TRAINING	101	43400	4500			$35.00	$35.00
NORTH STAR MINI STORAGE	STORAGE UNIT RENTAL FEE	101	43710	3950			$1,140.00	$1,140.00
PLUMBMASTER, INC	SOLENOID ASSEMBLY/JUNCTION BOX	220	43800	2240		001	$282.54	$282.54
POWELL, SHARON	GENEALOGY RESEARCH CLASS (10/1)	225	43590	3174		003	$208.00	$208.00
RAMSEY COUNTY TREASURER	LIFE INSURANCE: OCT 2014	101	20414				$2,619.57	$2,819.57
		101	20417				$200.00	
TENNANT SALES AND SERVICE COMP	TENNANT SWEEPER NEW BRUSH	701	46500	2220		002	$49.95	$49.95
YALE MECHANICAL INC	REPAIRS TO AUTO FILL SYSTEM WADING POOL	220	43800	3810		007	$603.37	
							Total of all invoices:	$19,228.58

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
WRIGHT, ANDY	FACILITY REFUND	220	22040				-$25.00	-$25.00
HANG, AMY	PASS REFUND	220	22040				-$19.90	-$19.90
BAUER BUILT TIRE AND BATTERY I	UNIT 610 - TIRE REPAIR	701	46500	3190		001	-$72.00	-$72.00
BAUER BUILT TIRE AND BATTERY I	UNIT 206 - NEW BUMPER	701	46500	2220		001	-$780.70	-$780.70
BAUER BUILT TIRE AND BATTERY I	UNIT 210 - NEW ALTERNATOR/LESS CM885405	701	46500	2220		001	-$219.63	-$219.63
ACE SOLID WASTE	DUMPSTER SERVICE CC AND PARKS	220	43800	3640			$1,100.29	$1,683.79
		101	43710	3950			$583.50	
AMERICAN MESSAGING	SERVICES 10/1-10/31	101	40210	3190		009	$3.99	
AMMERMAN, GENIVA	FACILITY REFUND	220	22040				$25.00	$25.00
AUTO NATION FORD WHITE BEAR LA	UNIT 601 VALVE STEM & 105 PAINT	701	46500	2220		001	$19.34	$19.34
BAUER BUILT TIRE AND BATTERY I	UNIT 610 TIRE REPAIR	701	46500	2220		001	$72.00	$72.00
BAUER BUILT TIRE AND BATTERY I	UNIT 215 TIRE REPAIR	701	46500	2220		001	$62.50	$62.50
BEISSWENGERS HARDWARE	REPAIR SUPPLIES CC	220	43800	2240		001	$61.16	$61.16
BERG, ASHLEY	FACILITY REFUND	220	22040				$25.00	$25.00
BOYER TRUCK PARTS INC.	UNIT 210 ALTERNATOR/CM885405	701	46500	2220		001	$219.63	$219.63
BWBR ARCHITECTS	GYM ROOF DESIGN FEES	405	43800	3810			$8,802.58	$8,802.58
C & E HARDWARE	O-RINGS	601	45050	2280		001	$1.27	$1.27
CHESS	AUGUST MTCE PLAN	101	40210	3190		007	$610.00	$610.00
CHESS	SEPT MTCE PLAN	101	40210	3190		007	$610.00	$610.00
CITY PAGES	PRINT AD FOR SLICE OF SHOREVIEW	270	40250	4890		005	$300.00	
COMMERCIAL ASPHALT CO	CB PATCHING	603	45850	2180		001	$2,197.85	$2,197.85
COMPRESSED AIR CONCEPTS, LLC	AIR COMPRESSOR SERVICE	701	46500	3196		001	$955.58	$955.58
CREATIVE WATER SOLUTIONS, LLC	MOSS FOR MP AND WP 6 MONTHS	220	43800	2160		003	$4,382.64	$4,382.64
CULLIGAN	IRON FILTER RENTAL SERVICE	220	43800	3190		007	$81.95	$81.95
CUSHMAN MOTOR CO	BROOM SHOP SWEEPER	701	46500	2220		002	$602.88	$602.88
EMERT, CAROL	ACH RETURN-EMERT	100	19999				$25.00	$25.00
FIRST LAB, INC.	FEES	101	40210	3190		002	$65.00	$65.00
GENESIS EMPLOYEE BENEFITS, INC	FLEX - MED/DEPENDENT CARE 10-10-14	101	20431				$464.11	$464.11
GERR, CHLOE	FACILITY REFUND	220	22040				$25.00	$25.00
GERTENS WHOLESALE	PLANTS FOR EAGLE PROJECT CC	101	43710	2260			$1,156.25	$1,156.25
HAGEN, KATHLEEN	FACILITY REFUND	220	22040				$25.00	$25.00
HANG, AMY	PASS REFUND	220	22040				$19.90	$19.90
HESS, AMANDA	FACILITY REFUND	220	22040				$25.00	$25.00
HORIZON COMMERCIAL POOL SUPPLY	CHLORINE PUMP POOL	220	43800	3810		007	$1,138.55	$1,138.55
HORIZON COMMERCIAL POOL SUPPLY	CONTROLLER PROBE/CAL HYPO	220	43800	2200		003	$420.95	$624.83
		220	43800	2160		001	$203.88	
HORIZON COMMERCIAL POOL SUPPLY	REPLACE AUTOFILL FOR MP AND NEW GAUGES	220	43800	2200		004	$476.98	$476.98
L'ALLIER CONCRETE, INC	REMAINING TOTAL INVOICE JL3139	603	45850	2180		001	$5,650.00	$5,650.00
LUBRICATION TECHNOLOGIES, INC	HANDLING FEE FOR INVOICE 499146	701	46500	2130		001	$15.00	$15.00
MAC QUEEN EQUIPMENT INC.	CROSSWINDS SWEEPER/PARTS	701	46500	2220		001	$37.37	$37.37
MAC QUEEN EQUIPMENT INC.	CROSSWIND SWEEPER/PARTS	701	46500	2220		001	$194.47	$194.47
MALONEY, MARK J.	EXPENSE REIMBURSEMENT MAY10-AUG20 2014	101	42050	3270			$1,148.63	$1,148.63
MENARDS CASHWAY LUMBER *MAPLEW	TIE DOWN STRAPS FOR TRUCKS & TRAILERS	701	46500	2400		002	$47.96	$47.96
METROPOLITAN COUNCIL	SEWER SERVICE-NOVEMBER 2014	602	45550	3670			$150,952.26	$150,952.26
MINNESOTA UC FUND	UNEMPLOYMENT COMPENSATION: 3RD QTR 2014	220	43800	1420			$457.81	$457.81
MNWPF	WOMEN IN PUBLIC FINANCE CONF-D.MALONEY	101	40500	4500		016	$25.00	$25.00
NEUMAN POOL, INC.	REPAIRS TO POOL UV SYSTEM	220	43800	3810		007	$4,592.43	$4,592.43
NEW BRIGHTON PARKS & RECREATIO	BLAGEO ADAPTIVE BOWLING	225	43590	2175		005	$107.00	$107.00
NORTHSTAR INSPECTION SERVICE I	INSPECTION SERVICES	101	44300	3190			$812.50	$812.50
NUSS TRUCK & EQUIPMENT INC	CROSSWIND SWEEPER/PARTS	701	46500	2220		001	$216.48	$216.48
NUSS TRUCK & EQUIPMENT INC	CROSSWIND SWEEPER/PARTS	701	46500	2220		001	$197.53	$197.53

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
OXYGEN SERVICE COMPANY	WELDING SUPPLIES	701	46500	2400		006	$133.02	$133.02
PAULUS, SHARON	AQUA FIT - WATER EX.	220	22040				$140.00	$140.00
PORATH, LYNN	FACILITY REFUND	220	22040				$50.00	$50.00
RODVOLD, ANGELA	FACILITY REFUND	220	22040				$25.00	$25.00
RUM RIVER CONTRACTING	2014 TRAIL REHAB CP14-05 PAYMENT NO.3	445	47000	5900			$71,624.45	$71,624.45
RUTER, ASHLEY	FACILITY REFUND	220	22040				$25.00	$25.00
TARGET COMMERCIAL INVOICE	CLOCK FOR GUARD OFFICE	220	43800	2200		002	$6.64	$6.64
ULTIMATE EVENTS	10 X 10 TENT FOR SLICE	270	40250	3950		005	$168.78	$168.78
UNLIMITED SUPPLIES INC	MISC TOOLS	701	46500	2400		006	$63.88	$63.88
VUE, KAYLA	FACILITY REFUND	220	22040				$25.00	$25.00
WAGNER, LOIS	FACILITY REFUND	220	22040				$25.00	$25.00
WILHELMY, JESSICA	FACILITY REFUND	220	22040				$25.00	$25.00
WRIGHT, ANDY	FACILITY REFUND	220	22040				$25.00	$25.00
WW GOETSCH ASSOCIATES INC	PUMP SERVICE POOL SHUTDOWN	220	43800	3810		007	$811.00	$811.00
XCEL ENERGY	TRAFFIC SIGNAL SHARED W/NORTH OAKS: ELEC	101	42200	3610			$46.05	$46.05
XIONG, GAO NUE	FACILITY REFUND	220	22040				$25.00	$25.00
YANG, KHUE	FACILITY REFUND	220	22040				$90.70	$90.70
							Total of all invoices:	$261,409.51

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
ACE SOLID WASTE	MAINT CENTER SOLID WASTE PICKUP	701	46500	3640			$250.46	$250.46
ALLISON, EDITH	REFUND CLOSING OVRPYT-5636 HEATHER RIDGE	601	36190			003	$20.45	$20.45
AMAZON.COM	HEADSET BATTERY	101	40550	2010	001		$27.00	$27.00
AMSAN BRISSMAN KENNEDY	PRESCHOOL SUPPLIES	225	43555	2170			$72.18	$72.18
AMSAN BRISSMAN KENNEDY	TISSUE/URINAL SCREEN/MOP/PPR TWL/VAC BAG	220	43800	2110			$2,159.82	$2,159.82
ARROWWOOD RESORT.COM	LODGING FOR GFOA CONFERENCE: MALONEY	101	40500	4500		005	$346.29	$346.29
ARROWWOOD RESORT.COM	LODGING FOR GFOA CONFERENCE: ENGBLOM	101	40500	4500		005	$346.29	$346.29
BEISSWENGERS HARDWARE	REPAIR SUPPLIES CC	220	43800	2240		001	$36.77	$36.77
BOLTON & MENK, INC	HWY 96 LIFTSTATION DESIGN	473	47000	5910			$1,722.77	$1,722.77
BREAD8 GLOBAL.COM/EBAY/PAYPAL	CPU FAN FOR COMPUTER	101	40550	2010	001		$6.99	$6.99
C & E HARDWARE	VOLTAGE SENSOR	604	42600	2180			$12.99	$12.99
CHASE, JON	EROSION RED 3299 OWASSO HTS DR RES 14-85	101	22030				$500.00	$500.00
COMCAST.COM	MODEM 2 INTERNET CHARGE	230	40900	3190		002	$129.85	$129.85
COORDINATED BUSINESS SYSTEMS	MITA LASER PRINTER MAINT	101	40550	3860		004	$130.50	$130.50
CUB FOODS	PRESCHOOL SUPPLIES	225	43555	2170			$257.71	
DAVIS LOCK & SAFE	INSURANCE CLAIM: MCCULLOUGH PARK	260	47400	4340			$78.25	$78.25
DELL.COM	CREDIT FOR SALES TAX PAYMENT	101	40550	2180		001	-$14.25	-$14.25
DELTA.COM	ICC 2014 CONFERENCE: TRAVEL	101	44300	3270			$50.00	$50.00
DELUXE FORMS.COM	DEPOSIT SLIP BOOKS FOR CHECKING ACCT	101	40500	2010		007	$154.98	$154.98
DOLLARS & SENSE	BOGO COUPON AD-OCTOBER	220	43800	2201		002	$600.00	$600.00
DONATO'S FLORAL DIRECT	FUNERAL ARRANGEMENT: CHAPMAN	101	40200	4890		001	$69.95	$69.95
GAS PLUS INC.	PREMIUM FUEL	701	46500	2120		001	$164.15	$164.15
GO AIRPORT SHUTTLE.COM	ICC 2014 CONFERENCE: TRAVEL	101	44300	3270			$25.30	$25.30
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	$17.29	$17.29
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	$17.30	$17.30
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	$16.34	$16.34
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	$16.33	$16.33
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	$16.30	$16.30
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	$16.33	$16.33
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	$16.29	$16.29
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		003	$16.80	$16.80
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		003	$50.57	$50.57
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		003	$67.70	$67.70
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	$23.75	$23.75
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	$23.75	$23.75
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	$19.99	$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	$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
HAWKINS, INC.	CHEMICAL ORDER	220	43800	2160		001	$1,341.95	$1,341.95
HAWKINS, INC.	CHEMICAL ORDER	220	43800	2160		001	$1,491.45	$1,491.45
HEGGIE'S PIZZA LLC	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	$219.70	$219.70
HOGAN-ALBACH, SUSAN	REFUND CLOSING OVRPYMT-4685 CHANDLER RD	601	36190			003	$124.41	$124.41
HOGG, THOMAS	REFUND CLOSING OVRPYT - 4855 DEBRA LANE	601	36190			003	$37.47	$37.47
HORIZON COMMERCIAL POOL SUPPLY	NON CL SHOCK AND REAGENTS	220	43800	2160		001	$184.47	$184.47
HORIZON COMMERCIAL POOL SUPPLY	ALGAECIDE/ACID/ENZYME	220	43800	2160		001	$1,055.10	$1,055.10
HORIZON COMMERCIAL POOL SUPPLY	FINAL PAYMENT ON DRAIN COVER REPLACEMENT	220	43800	2200		004	$695.00	$695.00
HORIZON COMMERCIAL POOL SUPPLY	REPLACEMENT POOL DRAIN & SKIMMER VALAVE	220	43800	2200		004	$2,120.90	$2,120.90
HORIZON COMMERCIAL POOL SUPPLY	CALCIUM CHLORIDE, ALGAECIDE	220	43800	2160		001	$984.39	$984.39

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
INTEGRITY CONSTRUCTION & EXTER	EROSION RED 633 EVANS CT RES 14-85	101	22030				$500.00	$500.00
IRONDALE GIRLS HOCKEY BOOSTER	HOCKEY PROGRAM BOOK AD-WATERPARK	220	43800	2201		003	$60.00	$60.00
KAUSHAL, BHARAT	REFUND CLOSING OVRPYMT-4137 OXFORD ST N	601	36190			003	$90.39	$90.39
LILYQUIST, LORRAINE	REFUND CLOSING OVRPYMT - 224 GALTIER PL	601	36190			003	$150.00	$150.00
MICHAELS - ARTS AND CRAFTS	ARTIFICIAL PLANTS FOR POOL AREA	220	43800	2180		004	$509.41	$509.41
MINNESOTA DEPT LABOR AND INDUS	BUILDING SURCHARGE REPORT: SEPTEMBER '14	101	20802				$1,902.17	$1,864.13
		101	34060				-$38.04	
MINNESOTA PREMIER PUBLICATIONS	MN PARENT BDAY PARTY AD-6 MONTHS	220	43800	2201		003	$1,194.00	$1,194.00
MINNESOTA PREMIER PUBLICATIONS	MN PARENT PARTY AD-OCTOBER EDITION	220	43800	2201		003	$199.00	$199.00
MINNESOTA PREMIER PUBLICATIONS	MN GOOD AGE 1/4 PAGE AD-OCTOBER EDITION	220	43800	2201		006	$742.00	$742.00
MURPHY BROTHERS BUILDING & REM	EROSION RED 4415 VICTORIA ST RES 14-85	101	22030				$500.00	
NELSON, ANNA	YOUTH SOCCER REF OCT 4	225	43510	3190		007	$60.00	$60.00
NORTHERN TOOL AND EQUIPMENT CO	POWER WASHER FOR COMMUNITY CENTER POOL	220	43800	2200		004	$1,019.95	$1,019.95
ORIENTAL TRADING COMPANY	TOYS FOR RESALE	220	43800	2591		002	$530.00	$530.00
PC CONNECTION, INC.	MOUNTS FOR POS STATIONS	101	40550	2010		001	$42.73	$42.73
PLUG'N PAY TECHNOLOGIES INC.	AUG/RETAIL/CC FEES	220	43800	4890		002	$123.31	$281.02
		225	43400	4890			$157.71	
PLUG'N PAY TECHNOLOGIES INC.	AUG/ECOMM/CC FEES	220	43800	4890		002	$3.19	
		225	43400	4890			$45.26	$48.45
PMA FINANCIAL NETWORK, INC	AUGUST 2014 BANK FEES	101	40500	4890		004	$143.52	
POSTMASTER	DEPOSIT IN PERMIT IMPRINT 5606-SHOREVIEW	602	45550	3220		001	$600.00	$1,200.00
		601	45050	3220		001	$600.00	
PRODUCTION 101, INC	SUPERSITTER BOOKLETS	225	43520	2170		005	$520.00	$520.00
RAMSEY COUNTY PROPERTY RECORDS	ADMIN CHARGES - 2013 SPECIAL ASSESSMENTS	101	40500	4890		002	$1,072.50	
RICOH USA INC.	MAINTENANCE: RICOH COPIERS	101	40200	3850		002	$179.30	$179.30
RICOH USA, INC.	LEASE 3 CITY HALL COPIERS 10/21-11/20/14	101	40200	3930		002	$1,947.00	$1,947.00
SAM'S CLUB DIRECT	COFFEE SERVICE COFFEE	220	43800	2591		003	$348.48	$348.48
SECKORA, GREGORY	ADVENTURE QUEST CARNIVAL ENTERTAINERS	225	43590	3175		001	$80.00	$80.00
SOLBREKK, INC.	WILDCARD SSL CERT RENEWAL	101	40550	3860		011	$209.95	$209.95
ST. PAUL, CITY OF	500 BUSINESS CARDS-SCHUTTA	225	43400	3390			$34.00	$34.00
ST. PAUL, CITY OF	FARMERS MARKET TRIFOLD BROCHURE	225	43400	3390			$211.05	$211.05
ST. PAUL, CITY OF	BDAY PARTY AND WATERPARK BROCHURES-500	220	43800	3390		001	$173.10	$173.10
SUSSEL CORPORATION	GARAGE REM 4100 SNAIL LK BLVD RES 14-85	101	22020				$500.00	$500.00
SWIMOUTLET.COM	BACK FLOATS/HAND PADDLES	225	43520	2170		001	$214.10	$214.10
TARGET.COM	WATER LICENSE FRAMES	601	45050	2280		001	$40.69	$40.69
THE SUITES HOTEL WATERFRONT PL	PUBLIC WORKS CONFERENCE	101	42050	4500			$532.54	$532.54
TKE CORP	ELEVATOR MAINTENANCE	220	43800	3190		004	$1,065.32	$1,065.32
TOKLE INSPECTIONS INC	INSPECTION SERVICES OCT 2014	101	44300	3090			$3,178.20	$3,178.20
TOYS R US/BABIES R US	POOL SUPPLIES	220	43800	2200		002	$25.00	$84.88
		225	43520	2170		002	$59.88	
U S BANK CREDIT CARD FEES	SEPT 2014 CREDIT CARD FEES	220	43800	4890		002	$2,611.39	$7,340.34
		225	43400	4890			$4,728.95	
UNITED STATES FLAG STORE.COM	FLAG SUPPLIES	601	45050	2280		001	$29.10	
USA INFLATABLES/USA GOLF GAMES	INFLATABLE RENTAL -NEW YEARS PARTY	225	43580	3172		002	$646.60	
VANCO SERVICES	SEPT FITNESS INCENTIVE PROCESSING FEE	220	43800	3190		003	$139.00	$139.00
WALTHER, TESIA	REFUND CLOSING OVRPYMT-4511 CHURCHILL ST	601	36190			003	$148.34	$148.34
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	$63.95	$63.95
WATSON COMPANY	BREAK ROOM SUPPLIES	101	40800	2180			$241.17	$241.17
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	$1,271.49	$1,271.49
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	$151.08	$151.08
WATSON COMPANY	BREAK ROOM SUPPLIES	101	40800	2180			$134.43	$134.43

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	$497.65	$497.65
YALE MECHANICAL INC	PERFORM POOL AHU MAINT AND FILTER CHANGE	220	43800	3190		007	$1,250.21	$1,250.21
YALE MECHANICAL INC	RTU COMPRESSOR DE-HUMID REPAIR	220	43800	3810		002	$411.75	$411.75
							Total of all invoices:	$47,669.11

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
AMBROSIER, PAUL	SOCCER LEA (GRD 1&2)	220	22040				$52.00	$52.00
AMUNDSEN, SARA	FACILITY REFUND	220	22040				$250.00	$250.00
ANDERSON, LINDA	FACILITY REFUND	220	22040				$25.00	$25.00
ARNOLD, KEVIN	FLAG FOOTBALL GR K-2	220	22040				$62.00	$62.00
BALLINGER, JENNY	SOCCER LEA (4 YRS-K)	220	22040				$52.00	$52.00
BEISSWENGERS HARDWARE	REPAIR SUPPLIES CC	220	43800	2240		001	$26.65	$26.65
BENSON, DANIEL TAYLOR	YOUTH SOCCER REF OCT 11	225	43510	3190		007	$60.00	$60.00
BERG, NATE	SOCCER LEA (4 YRS-K)	220	22040				$52.00	$52.00
BERKAS, JASON	SOCCER LEA (GRD 1&2)	220	22040				$62.00	$62.00
BURNS, MICHAEL	FACILITY REFUND	220	22040				$25.00	$25.00
BYERS, ELLIE	SOCCER LEA (GRD 3&4)	220	22040				$52.00	$52.00
CHECHELNITSKY, IGOR	SOCCER LEA (GRD 1&2)	220	22040				$62.00	$62.00
COGNETTA, JOELLE	SOCCER LEA (GRD 1&2)	220	22040				$62.00	$62.00
CORBO, TRICIA	SOCCER LEA (GRD 3&4)	220	22040				$52.00	$52.00
COYLE, SCOTT	SOCCER LEA (GRD 1&2)	220	22040				$62.00	$62.00
DAHL, JESSICA	FACILITY REFUND	220	22040				$25.00	$25.00
DENT, JULIE	FACILITY REFUND	220	22040				$25.00	$25.00
DURBIN, JULIE	SOCCER LEA (GRD 5&6)	220	22040				$52.00	$52.00
ESTATES TOWNHOMES, SILVERTHORN	FACILITY REFUND	220	22040				$99.62	$99.62
FAGERLEE, TARA	FLAG FOOTBALL GR K-2	220	22040				$52.00	$52.00
FEIRN, KERRY	SOCCER LEA (GRD 1&2)	220	22040				$52.00	$52.00
FELION, BRIDGETTE	FACILITY REFUND	220	22040				$50.00	$50.00
FOLSKA, SANDRA	SOCCER LEA (GRD 5&6)	220	22040				$52.00	$52.00
GENTRY, ANN	SOCCER LEA (4 YRS-K)	220	22040				$52.00	$52.00
GETSAY, JENNIFER	FLAG FOOTBALL GR K-2	220	22040				$72.00	$72.00
GREER, STEVEN	SOCCER LEA (GRD 1&2)	220	22040				$104.00	$104.00
HALL, DAVID	FLAG FOOTBALL GR 3-5	220	22040				$52.00	$52.00
HALL, DAVID	SOCCER LEA (GRD 3&4)	220	22040				$52.00	$52.00
HAMIMOUNE, RACHID	SOCCER LEA (GRD 3&4)	220	22040				$72.00	$72.00
HELDT, AMBER	SOCCER LEA (GRD 3&4)	220	22040				$52.00	$52.00
HERRERA, WARREN	SOCCER LEA (GRD 3&4)	220	22040				$52.00	$52.00
HOCK, RILEY	YOUTH FLAG FOOTBALL REF OCT 4 & 11	225	43510	3190		018	$50.00	$50.00
HOUKOM, SARAH	SOCCER LEA (4 YRS-K)	220	22040				$62.00	$62.00
HUTCHINSON, BRITTNEY	FACILITY REFUND	220	22040				$25.00	$25.00
IWERKS, LILA	YOUTH SOCCER REF OCT 4	225	43510	3190		007	$60.00	$60.00
JACKSON, KAMMIE	FLAG FOOTBALL GR K-2	220	22040				$52.00	$52.00
JACKSON, SHERRY	FACILITY REFUND	220	22040				$25.00	$25.00
JAEB, MICHAEL	SOCCER LEA (GRD 3&4)	220	22040				$114.00	$114.00
JOHNSON, JOEL	FLAG FOOTBALL GR K-2	220	22040				$52.00	$52.00
JOHNSON, KATIE	SOCCER LEA (4 YRS-K)	220	22040				$62.00	$62.00
JUDE, TRENT	FLAG FOOTBALL GR K-2	220	22040				$62.00	$62.00
KELLY & LEMMONS(IOLTA)	EARNEST PAYMENT - 795 HWY 96 PURCHASE	401	15600				$1,000.00	$1,000.00
KHANG, MAI SHOUA	FACILITY REFUND	220	22040				$300.00	$300.00
KOEPCKE, NEIL	SOCCER LEA (GRD 1&2)	220	22040				$62.00	$62.00
LIISTE, KATIE	SOCCER LEA (GRD 1&2)	220	22040				$52.00	$52.00
LOEGERING, PATRICK	FLAG FOOTBALL GR 3-5	220	22040				$52.00	$52.00
MACIAS, KATHRYN	SOCCER LEA (4 YRS-K)	220	22040				$62.00	$62.00
MAHONEY, SARA	SOCCER LEA (GRD 3&4)	220	22040				$52.00	$52.00
MITCHELL HOVDE, MICHELLE	SOCCER LEA (GRD 1&2)	220	22040				$62.00	$62.00
MULHERON, VAN	SOCCER LEA (GRD 1&2)	220	22040				$62.00	$62.00
MULLER, ANGELA	FACILITY REFUND	220	22040				$25.00	$25.00

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
NELSON, KRISTINA	SOCCER LEA (GRD 3&4)	220	22040				$62.00	$62.00
NUSTAD, CARISSA	SOCCER LEA (GRD 1&2)	220	22040				$52.00	$52.00
OFFICER, BRADY	SOCCER LEA (4 YRS-K)	220	22040				$52.00	$52.00
OLSON, JEFFREY	SOCCER LEA (4 YRS-K)	220	22040				$52.00	$52.00
ORKIN EXTERMINATING CO INC.	PEST CONTROL CC	220	43800	3190		004	$166.89	$166.89
ORTTEL KLUZ, REBECCA	SOCCER LEA (GRD 3&4)	220	22040				$72.00	$72.00
POPPLER, STEPHANIE	SOCCER LEA (GRD 1&2)	220	22040				$52.00	$52.00
QUINN, SARA	SOCCER LEA (4 YRS-K)	220	22040				$62.00	$62.00
RADABAUGH, JESSE	SOCCER LEA (GRD 1&2)	220	22040				$62.00	$62.00
RATWIK, ALLISON	SOCCER LEA (4 YRS-K)	220	22040				$52.00	$52.00
REPUBLIC SERVICES INC #899	SEPT ALLIED WASTE SERVICES	210	42750	3190			$30,684.09	$30,684.09
SCARRELLA, RACHEL	FACILITY REFUND	220	22040				$25.00	$25.00
SCHAEFER, MEGAN	SOCCER LEA (4 YRS-K)	220	22040				$52.00	$52.00
SCHNEIDER, JEANETTE	PASS REFUND	220	22040				$40.00	$40.00
SINGEL, ERIN	SOCCER LEA (GRD 1&2)	220	22040				$52.00	$52.00
STEFFEN, CATHERINE	SOCCER LEA (GRD 1&2)	220	22040				$72.00	$72.00
SWENSON, TRICIA	SOCCER LEA (4 YRS-K)	220	22040				$62.00	$62.00
TAYLOR, LINDA L.	SOCCER LEA (4 YRS-K)	220	22040				$62.00	$62.00
WANG, YAN	SOCCER LEA (GRD 1&2)	220	22040				$62.00	$62.00
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	$46.28	$46.28
WEBER, KEVIN	SOCCER LEA (GRD 5&6)	220	22040				$62.00	$62.00
WELLS, NICHOLE	SOCCER LEA (GRD 1&2)	220	22040				$62.00	$62.00
WILKINSON, STEFANIE	SOCCER LEA (4 YRS-K)	220	22040				$52.00	$52.00
XCEL ENERGY	SURFACE WATER: ELECTRIC	603	45900	3610			$113.64	$113.64
XCEL ENERGY	SIRENS: ELECTRIC	101	41500	3610			$60.24	$60.24
XCEL ENERGY	BOOSTER STATION: ELECTRIC	601	45050	3610			$207.03	$207.03
XCEL ENERGY	MAINTENANCE CENTER: ELECTRIC/GAS	701	46500	3610			$2,147.39	$2,249.36
		701	46500	2140			$101.97	
XCEL ENERGY	STREET LIGHT: ELECTRIC	604	42600	3610			$18.17	
XIONG, LAURIE	SOCCER LEA (GRD 1&2)	220	22040				$52.00	$52.00
ZHANG, WENHAO	SOCCER LEA (4 YRS-K)	220	22040				$52.00	$52.00
							Total of all invoices:	$38,935.97

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
ALLEN, DEANNE	MINUTES - 9/23 PC, 10/6 CC	101	40200	3190		001	$200.00	$350.00
		101	44100	3190			$150.00	
ALLEN, DEANNE	MINUTES - EDA 10/6/14	240	44400	3190			$200.00	
C & E HARDWARE	PAINT AND BRUSHES	701	46500	2180		001	$5.77	$5.77
C & E HARDWARE	6MIL PLASTIC	603	45850	2180		001	$24.99	$24.99
CLASSIC CATERING/PICNIC PLEASE	DEPOSIT FOR VOLUNTEER DINNER	101	40100	4890			$200.00	$200.00
COMMISSIONER OF REVENUE- WH TA	WITHHOLDING TAX - PAYDATE 10-17-14	101	21720				$9,066.20	$9,066.20
COMMUNITY HEALTH CHARITIES - M	EMPLOYEE CONTRIBUTIONS:10-17-14	101	20420				$134.75	$134.75
COMPASS MINERALS AMERICA INC	SALT	101	42200	2181		001	$1,690.01	$1,690.01
COMPASS MINERALS AMERICA INC	SALT	101	42200	2181		001	$8,819.94	$8,819.94
COMPASS MINERALS AMERICA INC	SALT	101	42200	2181		001	$5,047.35	$5,047.35
DISCOUNT STEEL, INC	FINANCE CHARGE INVOICE 01010289	604	42600	2180			$2.80	$2.80
GENESIS EMPLOYEE BENEFITS, INC	VEBA CONTRIBUTIONS:10-17-14	101	20418				$5,670.00	$5,670.00
GRAINGER, INC.	AIRLESS SPRAY GUN	701	46500	2400		006	$215.16	$215.16
HILL, NICOLE	MILEAGE REIMBURSEMENT	240	44400	3270			$40.54	$40.54
HUGO EQUIPMENT COMPANY	HUSKY/SOD CUTTER BLADE	701	46500	2220		002	$163.61	$163.61
HUGO EQUIPMENT COMPANY	Z-MASTER MOWER #2 VALVE AND GASKETS	701	46500	2220		002	$47.42	$47.42
ICMA/VANTAGEPOINT TRANSFER-300	EMPLOYEE CONTRIBUTIONS PAYDATE:10-17-14	101	21750				$5,659.69	$5,659.69
ICMA/VANTAGEPOINT TRANSFER-705	ROTH CONTRIBUTIONS:10-17-14	101	20430				$640.00	$640.00
LAKE OWASSO IMPROVEMENT ASSN	2014 AQUATIC INVASIVE PLANT FUNDING	603	45850	4890			$375.00	$375.00
MINNESOTA CHILD SUPPORT PAYMEN	PAYDATE:10-17-14	101	20435				$137.00	$137.00
MINNESOTA DEPARTMENT OF REV -	ON ROAD DIESEL FUEL TAX: SEPTEMBER 2014	701	46500	2120			$323.19	
MINNESOTA ENVIRONMENTAL FUND	MN ENVIRONMENTAL EMPL CONTRIB:10-17-14	101	20420				$35.00	$35.00
MN DEPT OF HEALTH	STATE CONNECTION FEE - 7/1/14 TO 9/30/14	801	21820				$13,543.00	$13,543.00
NAPA AUTO PARTS	UNIT 20 EXHAUST PIPE	701	46500	2220		001	$11.99	$11.99
NAPA AUTO PARTS	UNIT 601 SERPENTINE BELT	701	46500	2220		001	$38.99	$38.99
NAPA AUTO PARTS	UNIT 106 OIL FILTER	701	46500	2220		001	$5.99	$5.99
NAPA AUTO PARTS	CUSH 3 P/S BELT	701	46500	2220		002	$12.99	$12.99
NAPA AUTO PARTS	Z-MASTER 2 SPARK PLUG	701	46500	2220		002	$3.98	$3.98
NAPA AUTO PARTS	SPRAYER 12V PLUG (FIELD LINER)	701	46500	2220		002	$7.69	$7.69
NAPA AUTO PARTS	UNIT 215 FLASHER	701	46500	2220		001	$25.98	$25.98
NEOFUNDS BY NEOPOST	POSTAGE/INVOICE 11208152	101	40200	3220			$3,000.00	$3,000.00
NEOPOST USA INC.	MAINT AGMT/DS75-CUST #31242231-629781	601	45050	3850		001	$982.50	$1,965.00
		602	45550	3850		001	$982.50	
PUBLIC EMPLOYEES RETIREMENT AS	EMPL/EMPLOYER CONTRIBUTIONS:10-17-14	101	21740				$28,907.30	$28,907.30
PUBLIC EMPLOYEES RETIREMENT AS	PERA DEFINED CONTRIBUTION:10-17-14	101	21740				$246.10	$246.10
RICOH USA, INC.	LEASE: MPC3003 C84066191	101	40200	3930		002	$273.62	$273.62
SHORT ELLIOTT HENDRICKSON, INC	SHORE ANTENNA PROJECTS	601	22015				$2,000.21	
T-MOBILE	WATER TOWER CARD-8/27-9/26/14	601	45050	3190			$58.68	$58.68
T.A. SCHIFSKY & SONS, INCORPOR	PATCHING ASPHALT	101	42200	2180		002	$1,314.02	$1,314.02
TDS METROCOM	TELEPHONE SERVICES	101	40200	3210		003	$1,105.58	$1,385.42
		101	43710	3210			$245.61	
		601	45050	3210			$34.23	
TERMINAL SUPPLY CO	MISC. ELECTRICAL SUPPLIES	701	46500	2220		002	$97.15	$97.15
TREASURY, DEPARTMENT OF	FEDERAL WITHHOLDING TAX:10-17-14	101	21710				$21,925.60	
		101	21730				$27,160.82	
		101	21735				$6,539.10	$55,625.52
TRI STATE BOBCAT, INC.	INSURANCE CLAIM:TOOL CAT DOOR GLASS	260	47400	4340			$1,266.02	$1,266.02
TRI STATE BOBCAT, INC.	TOOL CAT ALTERNATOR	701	46500	2220		002	$189.86	$189.86
TRI STATE BOBCAT, INC.	BOBCAT 630 DOOR HINGE	701	46500	2220		002	$10.22	$10.22
TRI TECH DISPENSING	REPAIRS TO WAVE KITCHEN EQUIPMENT	220	43800	3890			$187.50	$187.50

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
UNITED WAY - GREATER TWIN CITI	EMPLOYEE CONTRIBUTIONS:10-17-14	101	20420				$58.00	
UNIVERSITY OF MINNESOTA	APWA FALL WORKSHOP FOR PW	101	42050	4500			$1,525.00	$1,525.00
UNIVERSITY OF MINNESOTA	RECERTIFICATION-CONSTRUCTION INSTALLER	101	42050	4500			$230.00	$230.00
XCEL ENERGY	STORM SEWER LIFT STATION: ELECTRIC	603	45850	4890		003	$262.49	$262.49
XCEL ENERGY	TRAFFIC SIGNAL SHARED W/ARDEN HILLS:ELEC	101	42200	3610			$45.90	$45.90
XCEL ENERGY	SLICE OF SHOREVIEW: ELECTRIC	270	40250	3610			$13.88	$13.88
XCEL ENERGY	STREET LIGHTS: ELECTRIC	604	42600	3610			$13,629.47	$13,629.47
ZAHL-PETROLEUM MAINTENANCE CO	FILTER FOR GAS PUMPS	701	46500	2183		001	$44.32	$44.32
ZAHL-PETROLEUM MAINTENANCE CO	DECALS FOR GAS PUMPS	701	46500	2183		001	$9.72	$9.72
							Total of all invoices:	$164,844.43

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
ALLIANCE BENEFIT GROUP INC	COBRA/EVENT/DOL/ENVENT NOTICES	101	40210	3190		003	$12.00	$12.00
ARAMARK REFRESHMENT SERVICES	COFFEE & SUPPLIES MAINTENANCE CENTER	701	46500	2183		003	$253.63	$253.63
BEISSWENGERS HARDWARE	BOLTS FOR LIFT STATION	602	45550	2282		001	$38.96	$38.96
BEISSWENGERS HARDWARE	FOLDING SAW	101	43710	2400			$13.49	$13.49
C & E HARDWARE	HANSON/OAKRIDGE CP14-01 SURVEY SUPPLIES	576	47000	5920			$3.99	$3.99
CORPORATE CONNECTION	HATS/SHIRTS	101	42200	3970		003	$110.27	$441.07
		601	45050	3970		003	$110.27	
		602	45550	3970		003	$110.27	
		603	45850	3970		003	$55.13	
		701	46500	3970		003	$55.13	
DOCUSIGN INC	ELECTRONIC SIGNATURE SERVICE FOR RENTALS	220	43800	3190			$2,915.00	$2,915.00
ELECTION SOURCE INC	ELECTION - STANCHIONS AND FLAGS	101	40300	2180			$1,176.88	$1,176.88
FERGUSON WATERWORKS #2516	HANSON/OAKRIDGE CP14-01 DRWY CASTINGS	576	47000	5950			$1,039.56	
GOPHER STATE ONE-CALL	GOPHER ONE LOCATE CHARGE	601	45050	3190		001	$166.05	$664.20
		602	45550	3190		001	$166.05	
		603	45850	3190		001	$166.05	
		604	42600	3190			$166.05	
GREENHAVEN PRINTING	SEPT/OCT SHOREVIEWS	101	40400	3390			$7,278.98	$7,278.98
HILLCREST ANIMAL HOSPITAL	ANIMAL CONTROL-9/14	101	41100	3190			$18.75	$18.75
HOME DEPOT, THE	HANSON/OAKRIDGE CP 14-01 MAILBOX POSTS	576	47000	5950			$45.71	$45.71
HORIZON COMMERCIAL POOL SUPPLY	UV SYSTEM FOR WHIRLPOOL	401	43800	5300			$4,450.00	
HORIZON COMMERCIAL POOL SUPPLY	REPLACEMENT WATER WALK EXIT PAD	405	43800	5300			$10,750.00	$10,750.00
INSTRUMENTAL RESEARCH INC	MONTHLY SAMPLES	601	45050	3190		001	$320.00	$320.00
KELLY & LEMMONS, P.A.	SEPT 2014 LEGAL FEES	101	40600	3020			$6,326.06	$11,453.70
		101	40600	3030			$4,120.64	
		101	40600	3040			$875.00	
		487	47000	5930			$84.00	
		603	45850	5930			$48.00	
KENNEDY & GRAVEN, CHARTERED	FRANCHISE TRANSFER/RENEWAL	230	40900	3190			$1,732.01	$1,732.01
LILLIE SUBURBAN NEWSPAPERS INC	LEGAL NOTICES	572	47000	5930			$70.88	$458.89
		573	47000	5930			$74.25	
		574	47000	5930			$74.25	
		440	47000	5930			$77.63	
		101	40200	3360		001	$161.88	
MANSFIELD OIL COMPANY	DIESEL FUEL	701	46500	2120		002	$4,638.02	$4,638.02
MASTER-LINK SPORTS INC	2ND PMT '14 FITCNTR MAINTENANCE CONTRACT	220	43800	2180		001	$1,140.00	
MENARDS CASHWAY LUMBER **FRIDL	TOOLBOX	101	43710	2400			$16.99	
METERING & TECHNOLOGY SOLUTION	5/8 METER BASES	601	45050	2510		001	$1,248.00	$1,248.00
MICKMAN BROTHERS INC	LANDSCAPING ON LEXINGTON AVE.	405	43710	3810			$19,656.84	$19,656.84
MINNESOTA RURAL WATER ASSOCIAT	MRWA MEMBERSHIP FEE	601	45050	4330			$225.00	$225.00
MTI DISTRIBUTING, INC	IRRIGATION REPAIR SUPPLIES	101	43710	2240			$484.62	$484.62
MULTICARE ASSOCIATES TWIN CITI	RESPIRATOR FITTING/NEW EE TESTING	101	40210	3190			$170.00	$319.00
		101	40210	3190		006	$149.00	
NATIONAL GYM SUPPLY, INC	5 READING RACKS FOR FITNESS EQUIPMENT	225	43530	2170			$83.36	$83.36
NORTH SUBURBAN ACCESS CORPORAT	THIRD QTR WEBSTREAMING	230	40900	3190			$951.36	$951.36
O'DAY EQUIPMENT, LLC	REPAIR TO VEEDER ROOT TANK MONITORING	701	46500	3196		001	$117.00	$117.00
OFFICE DEPOT	GENERAL OFFICE SUPPLIES	101	40200	2010		002	$46.89	$83.90
		101	42050	2010			$37.01	
OFFICE DEPOT	OFFICE SUPPLIES LESS CREDIT 732788832001	101	40200	2010		002	$42.86	
		601	45050	2010		001	$13.22	$66.21
		101	40210	2180			$10.13	

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
OFFICE DEPOT	CLIPBOARDS	225	43520	2170		002	$18.90	$18.90
OFFICE DEPOT	BADGES	101	43400	2010			$119.99	$119.99
OFFICE DEPOT	SWIM LESSON PAPER	225	43520	2170		002	$97.42	$97.42
OFFICE DEPOT	GENERAL OFFICE SUPPLIES	101	43400	2010			$223.89	$223.89
OFFICE DEPOT	GENERAL OFFICE SUPPLIES	601	45050	2010		001	$34.00	$98.37
		602	45550	2010		001	$34.00	
		101	40210	4890		001	$4.87	
		101	40500	2010		008	$25.50	
PRO-TEC DESIGN	SURVEILLANCE CAMERAS UPGRADE	422	40550	5800		014	$37,923.84	
RAMSEY COUNTY	FLEET SUPPORT FEE - SEPTEMBER	101	41500	3890			$24.96	$24.96
RAMSEY COUNTY	CAD SERVICES SEPTEMBER	101	41100	3190			$601.95	$601.95
RAMSEY COUNTY	911 SERVICES SEPTEMBER	101	41100	3190			$8,250.37	$8,250.37
RAMSEY COUNTY	LAW ENFORCEMENT SERVICES - OCTOBER 2014	101	41100	3190			$160,469.99	$160,469.99
RAMSEY COUNTY PROPERTY RECORDS	EMERGENCY COMMUNICATION RADIO USER FEE	701	46500	4330			$134.16	
S & S TREE SPECIALISTS, INC	STUMP GRINDING IN PARKS AND GROUNDS	101	43710	3190			$675.00	$675.00
SIMPLEXGRINNELL LP	MOVING SMOKE DETECTORS SERVER ROOM	220	43800	3810		001	$350.67	$350.67
SIMPLEXGRINNELL LP	REPAIR TO FIRE ALARM SYSTEM IN GARAGE	701	46500	3196		002	$305.00	$305.00
ST. PAUL, CITY OF	RIVERPRINT: CLEANUP DAY TICKETS/TEAROFFS	210	42750	2180			$81.04	
SZYMANSKI'S S.I. INC	INTAKE ODOR FILTERS GRAMSIE/S LEXINGTON	602	45550	2282		001	$4,100.00	$4,100.00
UNI FIRST CORPORATION	UNIFORM RENTAL	101	42200	3970		001	$52.71	$210.84
		601	45050	3970		001	$52.71	
		602	45550	3970		001	$52.71	
		603	45850	3970		001	$26.36	
		701	46500	3970		001	$26.35	
UNI FIRST CORPORATION	UNIFORM RENTAL	101	42200	3970		001	$39.48	$157.94
		601	45050	3970		001	$39.48	
		602	45550	3970		001	$39.48	
		603	45850	3970		001	$19.75	
		701	46500	3970		001	$19.75	
UNI FIRST CORPORATION	PARK MAINT UNIFORM RENTAL	101	43710	3970			$61.00	$61.00
UNI FIRST CORPORATION	COMM CNTR UNIFORM RENTAL	220	43800	3970			$46.25	$46.25
UNI FIRST CORPORATION	UNIFORM RENTAL	101	42200	3970		001	$39.21	$156.84
		601	45050	3970		001	$39.21	
		602	45550	3970		001	$39.21	
		603	45850	3970		001	$19.61	
		701	46500	3970		001	$19.60	
UNIFIRST CORPORATION	UNIFORM RENTAL PARKS	101	43710	3970			$61.00	
UNIFIRST CORPORATION	UNIFORM RENTAL CC	220	43800	3970			$46.25	$46.25
UNLIMITED SUPPLIES INC	WASHERS FOR PUMPS	602	45550	2282		001	$1.11	$1.11
UNLIMITED SUPPLIES INC	BOLTS FOR PUMPS	602	45550	2282		001	$31.20	$31.20
UNLIMITED SUPPLIES INC	BOLTS FOR VALVES	601	45050	2280		004	$105.79	$105.79
VAN PAPER COMPANY	TRASH BAGS FOR PARKS	101	43710	2240			$73.86	
VAN PAPER COMPANY	TOILET PAPER FOR PAVILION	101	43710	2110			$28.04	
WHITE BEAR RENTAL & SALES	TRENCHER RENTAL FOR HWY 96 AND DALE ST	602	47000	5950			$214.92	$214.92
YALE MECHANICAL INC	REPLACE TOILET AND URANAL REPAIR	101	43710	3190			$1,167.41	$1,167.41
							Total of all invoices:	$287,935.12

Purchase Voucher

City of Shoreview
4600 Victoria Street North
Shoreview MN 55126

Voucher Number	44,755
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
10-02-14	SEWER SERVICE-NOVEMBER 2014	1038344	$150,952.26

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

Return to:	

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.

[X] Cooperative purchasing venture consideration requirement does not apply.

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: DEngblom
(signature required) Debbie Engblom

Approved by: TJS
(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	44,762
Vendor number	20205 1 2014
Vendor name	RUM RIVER CONTRACTING
Address	31913 124TH ST PRINCETON MN 55371

Date	Comment line on check	Invoice number	Amount
10-07-14	2014 TRAIL REHAB CP14-05 PAYMENT NO.3	1	$71,624.45

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

Return to: Glen

Account Coding	Amount
445 47000 5900	$71,624.45

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.

[X] Cooperative purchasing venture consideration requirement does not apply.

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

Reviewed by:
(signature required) Glen Hoffard

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	44,857
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
09-25-14	SEPT ALLIED WASTE SERVICES	0899-002555136	$30,684.09

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

Return to:	

Account Coding	Amount
210 42750 3190	$30,684.09

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.

[X] Cooperative purchasing venture consideration requirement does not apply.

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 request for a temporary on-sale intoxicating liquor license for their annual music event, The Night Club, to be held on November 14 and 15, 2014 at St. Odilia Catholic Church, 3495 North Victoria Street, Shoreview.

ROLL CALL:	AYES	NAYS
	JOHNSON	
	QUIGLEY	
	WICKSTROM	
	WITHHART	
	MARTIN	

TO: **MAYOR AND COUNCILMEMBERS**

FROM: **TERRI HOFFARD**
DEPUTY CLERK

DATE: **SEPTEMBER 7, 2014**

SUBJECT: **TEMPORARY ON-SALE LIQUOR LICENSE FOR ST. ODILIA MUSIC EVENT**

Attached is a request for a temporary on-sale liquor license for their annual music event, The Night Club, to be held at St. Odilia Catholic Church on November 14 and 15, 2014.

They are requesting a temporary intoxicating liquor license which would permit them to sell wine and wine coolers. Similar requests have been made by St. Odilia and have been approved by the City Council.

It is recommended that the City Council approve this request from St. Odilia for a temporary intoxicating liquor license.

Catholic Community of St. Odilia

3495 N. Victoria • Shoreview, MN 55126-3895

October 3, 2014

Ms. Terri Hoffard
Deputy Clerk
City of Shoreview
4600 North Victoria St.
Shoreview, MN 55126

RE: **Special Event Liquor License – Church of St. Odilia**

Dear Ms. Hoffard:

The Catholic Community of St. Odilia is plans to hold our annual community music event, The Night Club, on November 14 and 15, 2014.

The application for the Intoxicating Liquor Special Event License is enclosed for the sale of wine and wine coolers at our event. We request that both the investigation fee and license fee be waived for this event I understand that the MN Department of Public Safety is required to approve licensing after city approval and the MN Application and Permit for a 1 Day to 4 Day Temporary On-Sale Liquor License is also enclosed.

Thank you for your assistance. Please feel free to contact me if you need any additional information.

Sincerely,

Jeanne Schaaf

Jeanne Schaaf
Parish Operations Administrator

Cc: Dan Perry, Director of Worship and Music

Enc.

Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division
445 Minnesota Street, Suite 222, St. Paul, MN 55101
651-201-7500 Fax 651-297-5259 TTY 651-282-6555

APPLICATION AND PERMIT FOR A 1 DAY TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE

Name of organization	Date organized	Tax exempt number
Church of St. Odilia	June 1960	41-0837655

Address	City	State	Zip Code
3495 Victoria St. N	Shoreview	Minnesota	55126

Name of person making application	Business phone	Home phone
Jeane Schaaf, Parish Administrator	651-484-6621	—

Date(s) of event: Nov 14 & 15, 2014

Type of organization: ☐ Club ☐ Charitable ☒ Religious ☐ Other non-profit

	Organization officer's name	City	State	Zip
X	Fr. Phillip Rask	Shoreview	Minnesota	55126

Add New Officer

Location where permit will be used. If an outdoor area, describe.

Church fellowship hall.

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

N/A

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

The Catholic Mutual Relief Society of America $500,000

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City/County _____ Date Approved _____

City Fee Amount _____ Permit Date _____

Date Fee Paid _____ City/County E-mail Address _____

Signature City Clerk or County Official _____ Approved Director Alcohol and Gambling Enforcement _____

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US

CITY OF SHOREVIEW
LIQUOR LICENSE APPLICATION

This license application will not be processed until the following applicable information is provided, along with the necessary attachments and fees:

1. Type(s) of Liquor License(s) for which application is submitted:

☐ Intoxicating Liquor On Sale	$5,000
☐ Intoxicating Liquor On Sale w/Training	$4,000
☐ Intoxicating Liquor On Sale Wine	$1,000
☐ Intoxicating On Sale Vet. Organization	$ 300
☐ Transfer	$ 200
☐ Intoxicating Liquor Off Sale	$ 200
☐ Intoxicating Liquor Sunday Sale	$ 200
☐ 3.2 Percent Liquor On Sale	$ 150
☐ 3.2 Percent Liquor Off Sale	$ 50
☐ Intoxicating or 3.2 Percent Liquor Special Event	$ 10

2. Person making application:

Name Fr. Phillip Reisk Church of St. Odilia
Address 3495 Victoria St. N
Telephone 651-484-6681 Date of Birth 9-14-46

3. Partnership application (information required in addition to Number 2 where license is to be issued in the name of a Partnership).

Name of partnership N/A
Address
Telephone number
Date of partnership formation
MN Tax ID Federal Tax ID
Name, address, telephone number, and date of birth of all partners:

Name	Address	Telephone	Date of Birth

8. List the full name, addresses and telephone numbers of the manager(s), assistant manager(s), and any other individual with management responsibilities for the premises to be licensed:

NAME	ADDRESS	TELEPHONE
Jeanne Schaaf	3495 Victoria St N Shoreview, MN 55126	651-415-3347

9. Describe, generally, the type of business to be conducted, the services to be offered, and the items to be sold on the licensed premises:

Community music event. Wine and wine coolers will be sold.

10. State the total cost of assets acquired to start this business including the business premises, if purchased, fixtures, furniture, equipment, merchandise for resale, cash for working capital, prepaid insurance and any other assets. (If acquired from predecessor, attach purchase agreement):

N/A

11. Of the above cost of assets acquired, state the amount that is provided by the person(s) investing in this business:

N/A

12. The following items must be attached and submitted with this application, along with all required fees:

- [x] Completed and verified license application form as prescribed by the Commissioner of Public Safety (for all licenses except 3.2 Percent Liquor Special Event-SV Code 801.040(B).
- [ ] Scale drawing of floor plan of premises to be licensed showing its relationship to boundaries of property on which the premises is located (for all initial license applications-SV Code 801.040(D).

4. Corporation application (information required in addition to Number 2 where license is to be issued in the name of a Corporation).

Name of corporation Church of St. Odilia
Address 3495 Victoria St. N
Telephone number 651-484-6681
Date of incorporation June 1960
MN Tax ID 24942 Federal Tax ID 41-0837655
Is Corporation authorized to do business in Minnesota? Yes
Name, address, telephone number, and date of birth of all shareholders and officers:

Name	Address	Telephone	Date of Birth
Phillip Rask	3495 Victoria St. N Shoreview, MN 55126	651-484-6681	9-14-46
Gregory Gerlach	4204 Hemlock Lane St. Paul, MN 55127	651-483-9765	2-18-58
Kathryn Boyle	6634 Sherman Lake Rd Lino Lakes, MN 55038	651-407-8378	8-30-62

5. Application for **3.2 PERCENT LIQUOR SPECIAL EVENT LICENSE**. (information is required in addition to Number 2 where application is for 3.2 Percent Liquor Special Event).

Name of organization Church of St. Odilia
Address 3495 Victoria St. N Shoreview, MN 55126
Telephone number 651-484-6681
Date November 14 & 15, 2014
Place of special event Church of St. Odilia
General description of the special event and purpose: Community Music Event

Are you requesting the City waive the investigation fee? Yes

6. **BUSINESS NAME** to be used in connection with the liquor license?
Church of St. Odilia

7. Property on which **Business** will be conducted:

Post office address 3495 Victoria St. N Shoreview, MN 55126
Legal description 83-03500-060-05
83-03500-020-05

Name, address, and telephone number of legal entity which owns the premises on which the business will be conducted:

NAME	ADDRESS	TELEPHONE
Church of St. Odilia	3495 Victoria St. N Shoreview, MN 55126	651-484-6681

- ☐ Certificate of Insurance (for all Intoxicating Liquor On Sale, Intoxicating Liquor On Sale Wine, and Intoxicating Liquor Off Sale-SV Code 801.040(F).
- ☐ Filed copy of Articles of Incorporation (for Corporate applications only).
- ☐ Executed copy of Partnership Agreement (for Partnership applicants only).
- ☐ Copy of lease (where applicant does not own property or premises on which business will be conducted).
- ☐ $200.00 investigation fee (for all new applications or for liquor license transfers where authorized-SV Code 801.040(A).

Dated this 2nd day of October, 20~~0~~ 2014

I, hereby, under oath, state that the information contained in this Application is true and correct to the best of my knowledge; that I have received a copy of the Shoreview Liquor Ordinance; and that I will notify the City of Shoreview as soon as any of the facts in this Application change. I further acknowledge that the falsification of any information contained in this Application will be cause for denial of the License Application or for revocation of a license which has been issued.

Phillip J. Rask

Individual Making Application

Phillip J. Rask

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to approve the attached Application for Exempt Permit for turkey bingo at St. Odilia Church on November 21, 2014.

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

Regular City Council Meeting
October 20, 2014

TO: **MAYOR AND COUNCILMEMBERS**

FROM: **TERRI HOFFARD**
DEPUTY CLERK

DATE: **OCTOBER 16, 2014**

SUBJECT: **APPLICATION FOR EXEMPT PERMIT**

St. Odilia Men's Club has submitted the attached application for a turkey bingo event to be held on November 21, 2014.

State gambling regulations specify that such requests may be approved by the state unless the local unit of government passes a resolution prohibiting the activity. Similar requests have been reviewed and approved by the Shoreview City Council in the past.

Staff recommends that the City Council approve this Application for Exempt Permit.

Catholic Community of St. Odilia

3495 N. Victoria • Shoreview, MN 55126-3895

October 16, 2014

Ms. Terri Hoffard
Deputy Clerk
City of Shoreview
4600 North Victoria St.
Shoreview, MN 55126

RE: **Exempt Gambling Permit – Church of St. Odilia, Men's Club Benefit**

Dear Ms. Hoffard:

The Catholic Community of St. Odilia Men's Club will be conducting a Turkey Bingo event on November 21, 2014 at the Church of St. Odilia.

Enclosed is our application for the Exempt Gambling Permit (LG220) for the bingo event. Also enclosed is the $50 Application Fee payable to the State of Minnesota. We are requesting City approval with forwarding to the MN Gambling Control Board.

Thank you for your assistance. Please feel free to contact me if you need any additional information.

Sincerely,

Jeanne Schaaf

Jeanne Schaaf
Parish Administrator

Cc: Russ Bertsch, Men's Club President

Enc.

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:
- conducts lawful gambling on five or fewer days, and
- awards less than $50,000 in prizes during a calendar year.

If total prize value for the year will be $1,500 or less, contact the Licensing Specialist assigned to your county.

Application fee (nonrefundable)
If the application is postmarked or received 30 days or more before the event, the application fee is **$50**; otherwise the fee is **$100**.

Organization Information

Organization Name: Church of St. Odilia

Previous Gambling Permit Number: X-62107

Minnesota Tax ID Number, if any: 24942

Federal Employer ID Number (FEIN), if any: 41-0837655

Type of Nonprofit Organization (check one):

☐ Fraternal ☑ Religious ☐ Veterans ☐ Other Nonprofit Organization

Mailing Address:	City:	State and Zip:	County:
3495 Victoria St. N	Shoreview	MN 55126	Ramsey

Name of Chief Executive Officer (CEO):	Daytime Phone:	Email:
Fr. Phillip J. Rask	651-484-6681	rask@stodilia.org

Nonprofit Status

Attach a copy of ONE of the following for proof of nonprofit status:

☐ **Nonprofit Articles of Incorporation OR a current Certificate of Good Standing.**
Don't have a copy? This certificate must be obtained each year from:

Minnesota Secretary of State
Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103
Phone: 651-296-2803

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

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

Gambling Premises Information

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place):

Church of St. Odilia

Address (do not use PO box):	City or Township:	Zip Code:	County:
3495 Victoria St. N	Shoreview	55126	Ramsey

Date(s) of activity (for raffles, indicate the date of the drawing):

November 21, 2014

Check each type of gambling activity that your organization will conduct:

☑ Bingo* ☐ Paddlewheels* ☐ Pull-Tabs* ☐ Tipboards*

☐ Raffle **(total value of raffle prizes awarded for the year: $_____)**

***Gambling equipment** for bingo paper, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo.

To find a licensed distributor, go to **www.mn.gov/gcb** and click on ***Distributors*** under the ***LIST OF LICENSEES***, or call 651-539-1900.

LG220 Application for Exempt Permit

Local Unit of Government Acknowledgment

CITY APPROVAL
for a gambling premises
located within city limits

☐ The application is acknowledged with no waiting period.

☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).

☐ The application is denied.

Print City Name: _____

Signature of City Personnel:

_____

Title: _____ Date: _____

Local unit of government must sign.

COUNTY APPROVAL
for a gambling premises
located in a township

☐ The application is acknowledged with no waiting period.

☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.

☐ The application is denied.

Print County Name: _____

Signature of County Personnel:

_____

Title: _____ Date: _____

TOWNSHIP (if required by the county).
On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.166.)

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

Chief Executive Officer's Signature

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: Fr. Phillip J. Rask Date: 10/16/2014

Print Name: Fr. Phillip J. Rask, Pastor

Requirements

Complete a separate application for:
- all gambling conducted on two or more consecutive days, or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Send application with:

✓ a copy of your proof of nonprofit status, and

✓ application fee (nonrefundable). If the application is postmarked or received 30 days or more before the event, the application fee is $50; otherwise the fee is $100. Make check payable to **State of Minnesota**.

To: Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Financial report and recordkeeping required.
A financial report form and instructions will be sent with your permit, or use the online fill-in form available at www.mn.gov/gcb.

Within 30 days of the event date, complete and return the financial report form to the Gambling Control Board. Your organization must keep all exempt raffle records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

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

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

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

PROPOSED MOTION

MOVED BY COUNCIL MEMBER: _____

SECONDED BY COUNCIL MEMBER: _____

To approve the Joint Powers Agreement among members of the Ramsey County Geographic Information Systems User Group and the City of Shoreview.

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

Regular City Council Meeting
October 20, 2014

TO: Mayor, City Council and City Manager

FROM: Niki Hill, Economic Development and Planning Technician

DATE: October 16, 2014

SUBJECT: Joint Powers Agreement for the Ramsey County GIS Users Group

INTRODUCTION

Over the past seventeen years, the City of Shoreview has had a Joint Powers Agreement with the members of the Ramsey County Geographic Information Systems Users Group. The group's goal has been to encourage organizations to work together to develop a means to share resources, data, and ideas for the establishment and maintenance of geographic information systems (GIS) within local units of government.

BACKGROUND

Since 1997, the City has participated in the Ramsey County Geographic Information Systems Users Group (RCGISUG) through a Joint Powers Agreement. Participation in the RCGISUG enables the City to obtain digital representation of the Ramsey County parcel base map and associated attribute data from its taxation database. Since inception, the range of available digital information has been expanded to include representation of physical features, such as buildings, road edges, water bodies, and contours. These data sets form the foundation for the city to accurately map and inventory municipal infrastructure, including sanitary and storm sewers, trails, streetlights, and water service.

The RCGISUG also provides a forum for municipalities and agencies located in Ramsey County to work together to enhance the GIS information available to residents and local government.

The physical feature maintenance fee for the City of Shoreview for the next three years is $2,522.74 annually. The fee is based on a factor of the population served based on the Census. The next census is not scheduled until 2020 so no fee change is expected until that time. There will be no change to the current fee for 2015.

By participating in the Joint Powers Agreement, the City has access to other governmental agencies to obtain valuable information for land use analysis, development, mapping, parcel history, TIF Districts, CIP projects, etc. The City also has access to aerial color photos and physical features that are updated every two or three years out of the User Group's budget, as well as historical aerial photographs from the 1940's 50's, 70's, and 80's. The Users group also provides licensing to the Pictometry software, providing oblique aerial photographs of the City for 2011, 2008, and 2006. The User Group also fund interns at Ramsey County to assist in the change from the general GIS mapping program available online to the more robust Parcel Fabric

data which will eventually have data as detailed as right of way ownership and private easements. This is a massive amount of data to sort through and enter.

The Joint Powers Agreement that the RCGISUG operates under expires on December 31, 2014. Attached is the updated fee allocation table and the three year agreements that allows members to operate collectively to acquire and utilize geographic information system (GIS) from Ramsey County and other sources. The Joint Powers Agreement will be effective January 1, 2015 through December 31, 2017. The changes from the previous agreement are minimal, including mostly dates and statute updates.

STAFF RECOMMENDATION

Staff recommends that the City Council authorize the Mayor and City Manager to authorize execution of the Joint Powers Agreement between the City and the Members of the Ramsey county Geographic Information Systems Users Group.

Attachments:

1) Ramsey County GIS User Group Fee Allocation Table 2013
2) Ramsey County User Group Joint Powers Agreement

Ramsey County GIS User Group Fee Allocation 2008

CURRENT MEMBERS

Organization Name	Population Served *	Signed JPA	2013 Fees Paid	Population Factor	Units Assigned	2013 Fees
Arden Hills	9,552	☑		1.000	9,552	$961.89
Capitol Region Watershed District	225,881	☑		0.075	16,941	$1,705.97
Falcon Heights	5,321	☑		1.000	5,321	$535.82
Gem Lake	393	☑		1.000	393	$39.58
Lauderdale	2,176	☑		1.000	2,176	$219.12
Little Canada	9,773	☑		1.000	9,773	$984.14
Maplewood	38,018	☑		1.000	38,018	$3,828.41
Mississippi Water Management Organization	3,203	☑		0.075	240	$24.19
Mounds View	12,155	☑		1.000	12,155	$1,224.01
New Brighton	21,456	☑		1.000	21,456	$2,160.62
North St. Paul	11,460	☑		1.000	11,460	$1,154.02
Ramsey Conservation District	508,437	☑		0.020	10,169	$1,023.99
Ramsey/Wash Metro Watershed District	130,688	☑		0.075	9,802	$987.02
Vadnais Lake Area Watershed	33,666	☑		0.075	2,525	$254.26
Rice Creek Watershed District	92,894	☑		0.075	6,967	$701.58
Roseville	33,660	☑		1.000	33,660	$3,389.56
Roseville Schools	61,467	☑		0.075	4,610	$464.23
Shoreview	25,052	☑		1.000	25,052	$2,522.74
St Paul	285,068	☑		0.250	71,267	$7,176.59
St Paul Regional Water Services	369,463	☑		0.075	27,710	$2,790.37
Vadnais Heights	12,302	☑		1.000	12,302	$1,238.81
White Bear Lake	23,396	☑		1.000	23,396	$2,355.98
White Bear Township	10,942	☑		1.000	10,942	$1,101.86
Total:						**$36,844.76**

* Based from 2010 Census Stats

Organization Category:	Population Factor
St Paul *	25
Municipalities	100
School Districts	7.5
Watershed District	7.5
Neighborhood Consortium	7.5
Ramsey Conservation District	2
Universities & Fire Departments **	0

* Non-standard organization

** Considered part of the municipalities

JOINT POWERS AGREEMENT

AMONG

MEMBERS OF THE RAMSEY COUNTY GEOGRAPHIC INFORMATION SYSTEMS USERS GROUP

This JOINT POWERS AGREEMENT ("Agreement") is entered into pursuant to the provisions of Minn. Stat. §471.59 among Governmental Units for the purposes of forming the Ramsey County Geographic Information System Users Group ("Users Group").

ARTICLE I. INTENT OF THIS AGREEMENT

In 1995, an informal alliance, known as the Ramsey County Geographic Information System Users Group ("Users Group"), was formed among Governmental Units interested in using Geographic Information Systems (GIS) and data created and maintained by Ramsey County. This agreement is intended to establish and enable the Users Group to represent the parties to this Agreement for the purposes of undertaking negotiations and transactions.

ARTICLE II. DEFINITIONS

Section 1. **Members** means those Governmental Units that have executed this Joint Powers Agreement and have paid the annual membership dues as provided in Article X.

Section 2. **Governmental Unit** has the meaning set forth in Minnesota Statutes §471.59.

Section 3. **Users Group** means a group made up of one representative of each Member with the powers and responsibilities described in this Agreement.

ARTICLE III. GIS BOARD OF DIRECTORS STRUCTURE

Section 1. There is hereby created a GIS Board of Directors (Board).

Section 2. Each Member shall appoint one person to serve as a Director. Each Member may also appoint a person to serve as an Alternate Director. Members shall notify the Board in writing if the Director or Alternate Director changes.

Section 3. The Board shall have the following officers: a Chair, Vice Chair, Secretary, and Treasurer (Officers).

Section 4 The Officers will be elected annually by the Board.

Section 5. The Officers shall serve on a voluntary basis without pay.

Section 6. A quorum will consist of at least 40% of the full membership of the Board, whether or not all vacancies have been filled.

Section 7. Decisions of the Board will be made by a majority of the quorum.

ARTICLE IV. DUTIES OF THE GIS BOARD OF DIRECTORS

Section 1. The Board shall meet at least two times per year.

Section 2. The Board shall conduct an organizational meeting no later than 30 days after the effective date of this Agreement. The organizational meeting shall include: the election of officers; the adoption of by-laws and other procedures governing the conduct of its meetings and its business as it deems appropriate; the adoption of the Users Group Budget; review of the operating procedures within this Agreement.

Section 3. The Board shall approve and adopt the formula for the distribution of Ramsey County GIS data and the funding of special projects. This formula shall be reviewed annually by the Board.

Section 4. The Board shall arrange for and facilitate regular meetings of the Users Group and for Users Group activities.

Section 5. The Chair presides at Users Group meetings. The Vice Chair will preside in the absence of the Chair. The Secretary is responsible for recording the proceedings of the Board and communicating these proceedings to all Member organizations. The Treasurer is responsible for the funds and financial records of the Board.

Section 6. The Chair and the Treasurer must sign vouchers or orders disbursing funds of the Users Group. Disbursement will be made in the method prescribed by law for statutory cities.

Section 7. The Board may take such actions as it deems necessary and convenient to accomplish the general purposes of this Agreement.

Section 8.The Board shall purchase liability insurance on behalf of the Users Group to insure against liability of the Users Group and its constituent Members.

Section 9. The Board may:

(i) Enter into contracts to carry out its powers and duties, in full compliance with any competitive bidding requirements imposed by State or local law;

(ii) Provide for the prosecution, defense, or other participation in proceedings at law or in equity in which it may have an interest;

(iii) Employ such persons as it deems necessary on a part-time, full-time, or consultancy basis;

(iv) Purchase, hold, or dispose of real and personal property;

(v) Contract for space, commodities or personal services with a Member or group of Members;

(vi) Accept gifts, apply for and use grants or loans of money or other property from the state, the United States of America, and from other government units and may enter into agreements in connection therewith and hold, use and dispose of such money or property in accordance with the terms of the gift, grant, loan or agreement relating thereto;

(vii) Appoint a fiscal agent.

ARTICLE V. NEW MEMBERS

Section 1. Any Governmental Unit that is not a party to the initial Agreement may join as a Member at any time.

Section 2. To become a Member, a local unit of government shall adopt a resolution and shall sign this Joint Powers Agreement.

Section 3. New Members will pay the current one-time membership fee and the annual membership dues for the year in which the new Member is joining, as set by the Board pursuant to Article IV, Section 3, as calculated by the current formula. Fees will not be pro-rated for new Members who join after January 1 of each year.

ARTICLE VI. GIS DATA TO BE SUPPLIED BY RAMSEY COUNTY

Section 1. It is the intent of this Agreement that the Users Group will negotiate an agreement with Ramsey County for the County GIS Data. Components will include the collection of aerial photography and maintenance of digital physical features derived from aerial photography.

Section 2. The GIS Data should consist of the following components generated and maintained by the County:

(i) The Ramsey County Digital Base Map;

(ii) The Ramsey County Attribute Database;

(iii) The Physical Features Data.

Section 3. The Board shall determine whether it is satisfied with the content, accuracy, and timeliness of the data provided Ramsey County.

ARTICLE VII. GIS DATA TO BE EXCHANGED AS PART OF THIS AGREEMENT

Section 1. Members agree to exchange any GIS data with Ramsey County and with any requesting Member for the requesting party's own use where that GIS data has been in some way derived and/or developed from the County GIS Data accessed through this Agreement or future agreements between the Users Group and Ramsey County. Members agree to exchange with Ramsey County and with any other Member any attribute data that it has created and maintained where that data can be associated to a parcel using a parcel identifier. Members also agree to exchange any building permit data requested by Ramsey County for the identification of future physical feature data base updates.

Section 2. The Board will negotiate with Ramsey County on behalf of the Members in all matters deemed necessary relating to supply of GIS data generated by a Member.

ARTICLE VIII. DATA ACCESS AND USAGE

Section 1. All Members shall have equal rights to access Ramsey County GIS Data.

Section 2. Data generated by Ramsey County and provided to Members may not be sold in its original form to third party agencies. However, a Member may allow use of the original data by a third party for specific contracted purposes.

Section 3. Data which results from enhancement of Ramsey County GIS Data by a Member, received pursuant to this Agreement, may be made available to a third party.

Section 4. All Members will adhere to future Users Group license agreements for County or other agency GIS data.

ARTICLE IX. DATA SECURITY

All Members agree to abide by the data privacy and data security standards of the Member when using Ramsey County GIS Data or any derivative or enhancement of the data.

ARTICLE X. FINANCIAL MATTERS

Section 1. The fiscal year of the Users Group is the calendar year.

Section 2. The Board shall adopt an initial budget and must thereafter adopt an annual budget prior to July 1 of each year for each succeeding year. The Board will give an opportunity to each Member to comment or object to the proposed budget before adoption. Notice of the adopted budget must be mailed promptly thereafter to the chief administrative officer of each Member.

Section 3. Operational costs shall be shared according to a method agreed upon by majority decision of the Board of Directors. The costs could be met by membership dues. These costs could include Users Group administrative costs, purchase of liability insurance, and others as appropriate.

Section 4. Membership Fee: New Members shall pay a one-time membership fee of $500 to the Users Group for the calendar year in which they are accepted into the User Group. The amount of this fee shall be reviewed and set annually by the Board of Directors for new Members.

Section 5. Annual Membership Dues: Members shall commit to payment of Annual Membership Dues, except where limited by State Statutes.

Section 6. Special Projects Assessments: Members who wish to enter into special projects and consultations shall present proposals to the Board for review. Examples of special projects could be cooperative training or consortium purchase of software. Upon approval by the Board, those Members who are part of the project will be assessed to meet the cost of the project.

Section 7. Billings to the Members are due and payable no later than 60 days after the receipt of the invoice. In the event of a dispute as to the amount of a billing, a Member must nevertheless make payment as billed to preserve membership status. The Member may make payment subject to its right to dispute the bill and exercise any remedies available to it. Failure to pay a billing within 60 days results in suspension of voting privileges of the Member Director. Failure to pay a billing within 120 days is grounds for termination of membership, but the Users Group's right to receive payment survives termination of membership.

ARTICLE XI. TERM

Section 1. The Term of this Agreement is January 1, 2015, through December 31, 2017.

Section 2. Based on the annual review of the operating procedures within the Agreement conducted by the Board, a new Agreement will be developed and circulated at least three months prior to December 31, 2017 and be agreed upon and signed on or before December 31, 2017.

ARTICLE XII. TERMINATION

Each Member shall have the right to terminate its membership and participation in the Users Group by formal resolution of the Member's organization and communicated to the Board in writing. However, the Member is still obligated to its financial commitments for the year during which termination of membership occurs.

These commitments include:

(i) Any balance of the Annual Membership Dues. This commitment applies to all Members;

(ii) Any balance owing on Special Projects Assessments. This commitment applies to Members which have entered into any special project agreement(s).

Termination of membership prior to expiration of the Agreement shall make the Governmental Unit ineligible to re-join the User Group during the Term of this Agreement.

ARTICLE XIII. DISSOLUTION

Section 1. The Users Group may be dissolved by a two-thirds vote of its Members in good standing. Dissolution is mandatory when the Secretary has received certified copies of resolutions adopted by the governing bodies of the required number of Members requesting dissolution.

Section 2. In the event of a dissolution, the Board must determine the measures necessary to effect the dissolution and must provide for the taking of such measures as promptly as circumstances permit, subject to the provisions of this Agreement and law.

Section 3. In the event of dissolution, following the payment of all outstanding obligations, assets of the Users Group will be distributed among the then existing Members in direct proportion to their cumulative annual contributions. If those obligations exceed the assets of the Users Group, the net deficit of the Users Group will be charged to and paid by the then existing Members in direct proportion to their cumulative annual contributions.

ARTICLE XIV. ACCESS TO DOCUMENTS

Until the expiration of six years after this Agreement terminates, the Users Group shall make available to the Member organizations and to the State Auditor, a copy of this Agreement and books, documents, accounting procedures and practices of the Users Group relating to this Agreement.

ARTICLE XV. HOLD HARMLESS

Section 1. Each Member agrees to defend, indemnify, and hold the other Members harmless from any claims, demands, actions or causes of action, including reasonable attorneys fees, against or incurred by such other Members, for injury to, death of, or damage to the property of any third person or persons, arising out of any act or omission on the part of the indemnifying Member or any of its agents, servants or employees in the performance of or with relation to any of the work or services provided by Members under the terms of this Agreement.

Section 2. Nothing in this Agreement shall constitute a waiver by any Member, the Users Group of any limitation of liability under Minnesota Statutes Chapter 466, or other statutory or common law immunities, limits, or exceptions on liability.

Section3. Under no circumstances, however, shall a Member be required to pay on behalf of itself and other Members, any amounts in excess of the limits on liability established in Minnesota Statutes Chapter 466 applicable to any one Member. The limits of liability for some or all of the Members may not be added together to determine the maximum amount of liability for any Member.

ARTICLE XVI. EQUAL EMPLOYMENT OPPORTUNITY

The Members and the Users Group agree to comply with all federal, state, and local laws, resolutions, ordinances, rules, regulations, and executive orders pertaining to unlawful discrimination on account of race, color, creed, religion, national origin, sex, sexual preference, marital status, status with regard to public assistance, disability, or age.

ARTICLE XVII. DATA PRACTICES

Section 1. All data collected, created, received, maintained, or disseminated for any purpose in the course of either the Member's or the Users Group's performance of this Agreement is governed by the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, and rules adopted to implement the Act.

Section 2. The Members and the Users Group agree to abide strictly by these statutes, rules, and regulations.

IN WITNESS WHEREOF the parties have caused this Agreement to be executed on this ____ day of _____,

_____.

ORGANIZATION _____

Approved:

By:_____

(Mayor / Chair / President)

By:_____

(City Manager / Administrator)

DESIGNATED DIRECTOR TO REPRESENT ORGANIZATION:

Name:_____

Phone:_____

Email:_____

ALTERNATE DIRECTOR (IF APPLICABLE):

Name:_____

Phone:_____

Email:_____

By:_____

(Chair of Users Group)

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to approve Resolution No. 14-92 reducing the following escrows:

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

448 Tanglewood Dr	Jesse Stratton	$ 250.00
707 Schifsky Rd	Jay Hoppe	$ 500.00

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

TO: MAYOR, CITY COUNCIL, CITY MANAGER

FROM: THOMAS L. HAMMITT
SENIOR ENGINEERING TECHNICIAN

DATE: OCTOBER 16, 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.

448 Tanglewood Dr	Landscaping completed
707 Schifsky Rd	Erosion Control 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:

448 Tanglewood Dr	Jesse Stratton	$ 250.00
707 Schifsky Rd	Jay Hoppe	$ 500.00

PROPOSED

EXTRACT OF MINUTES OF MEETING OF THE

CITY COUNCIL OF SHOREVIEW, MINNESOTA

HELD OCTOBER 20, 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 October 20, 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. 14-92

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:

448 Tanglewood Dr	Jesse Stratton	$ 250.00
707 Schifsky Rd	Jay Hoppe	$ 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 20th day of October, 2014.

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

I, the undersigned, being the duly qualified and acting Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council held on the 20th day of October, 2014 with the original thereof on file in my office and the same is a full, true and complete transcript therefrom insofar as the same relates reducing various escrows.

WITNESS MY HAND officially as such Manager and the corporate seal of the City of Shoreview, Minnesota, this 21st day of October, 2014.

Terry C. Schwerm
City Manager

SEAL

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER_____

to adopt Resolution No. 14-91 prohibiting on-street parking on the north side of Robinhood Place east of Hanson Road, the east side of Nottingham Place from Robinhood Place 400-feet south, the south side of Robinhood Place within 30-feet of Hanson Road, and within 30-feet of the corner where the south side of Robinhood meets the west side of Nottingham

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

REGULAR COUNCIL MEETING

OCTOBER 20, 2014

TO: MAYOR, CITY COUNCIL, CITY MANAGER

FROM: TOM WESOLOWSKI, CITY ENGINEER

DATE: OCTOBER 15, 2014

SUBJECT: ESTABLISHMENT OF PARKING RESTRICTIONS
ROBINHOOD PLACE AND NOTTINGHAM PLACE

INTRODUCTION

The reconstructed widths of Robinhood Place east of Hanson Road and the north half of Nottingham Place require the establishment of on-street parking restrictions. City Council action is required to establish and enforce parking restrictions.

DISCUSSION

The feasibility study for the Hanson/Oakridge Neighborhood Reconstruction, City Project 14-01, presented to the Council in February of 2014 indicated that the reconstructed road width of 24 feet from face of curb to face of curb, would require on-street parking restrictions on Nottingham Place east of Hanson Road and the north half of Nottingham Place in order to recognize all relevant fire and safety codes.

It is proposed to establish parking restrictions that would prohibit on-street parking on the north side of Robinhood Place east of Hanson Road, the east side of Nottingham Place from Robinhood Place 400-feet south, the south side of Robinhood Place within 30-feet of Hanson Road, and within 30-feet of the corner where the south side of Robinhood meets the west side of Nottingham. Please refer to the attached map for the location of the No Parking areas. The south side of Robinhood and the west side of Nottingham will remain open for parking for residents and guests.

These recommended parking restrictions are consistent with information discussed with the City Council and area residents during the development of the final plans for the 2014 Hanson/Oakridge Neighborhood Reconstruction Project, City Project No. 14-01.

Appropriate signage would be prepared and installed if authorized by the City Council.

RECOMMENDATION

It is recommended that the City Council establish on-street parking restrictions as described in Resolution 14-91.

TEW\

EXTRACT OF MINUTES OF MEETING OF THE CITY COUNCIL OF SHOREVIEW, MINNESOTA HELD OCTOBER 20, 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 October 20, 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. 14-91
ESTABLISHMENT OF PARKING RESTRICTIONS
FOR ROBINHOOD PLACE AND NOTTINGHAM PLACE

WHEREAS, the City of Shoreview, as a road authority, is responsible for traffic control on local city streets; and

WHEREAS, the reconstructed road widths of Robinhood Place and Nottingham Place require the consideration of on-street parking restrictions; and

WHEREAS, City staff has reported findings and recommendations to the Shoreview City Council.

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

1. Parking restrictions are hereby established for on-street parking on the north side of Robinhood Place east of Hanson Road, the east side of Nottingham Place from Robinhood Place 400-feet south, the south side of Robinhood Place within 30-feet of Hanson Road, and within 30-feet of the corner where the south side of Robinhood meets the west side of Nottingham

2. The Public Works Director is hereby directed to place No Parking signage along the above described portions of Robinhood Place and Nottingham Place.

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 20th day of October, 2014.

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

I, the undersigned, being the duly qualified and acting Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council held on the 20th day of October 2014, with the original thereof on file in my office and the same is a true and complete transcript therefrom insofar as the same relates to establishment of parking restrictions for Robinhood Place and Nottingham Place.

WITNESS MY HAND officially as such Manager and the corporate seal of the City of Shoreview, Minnesota, this 21st day of October, 2014.

_____
Terry Schwerm
City Manager

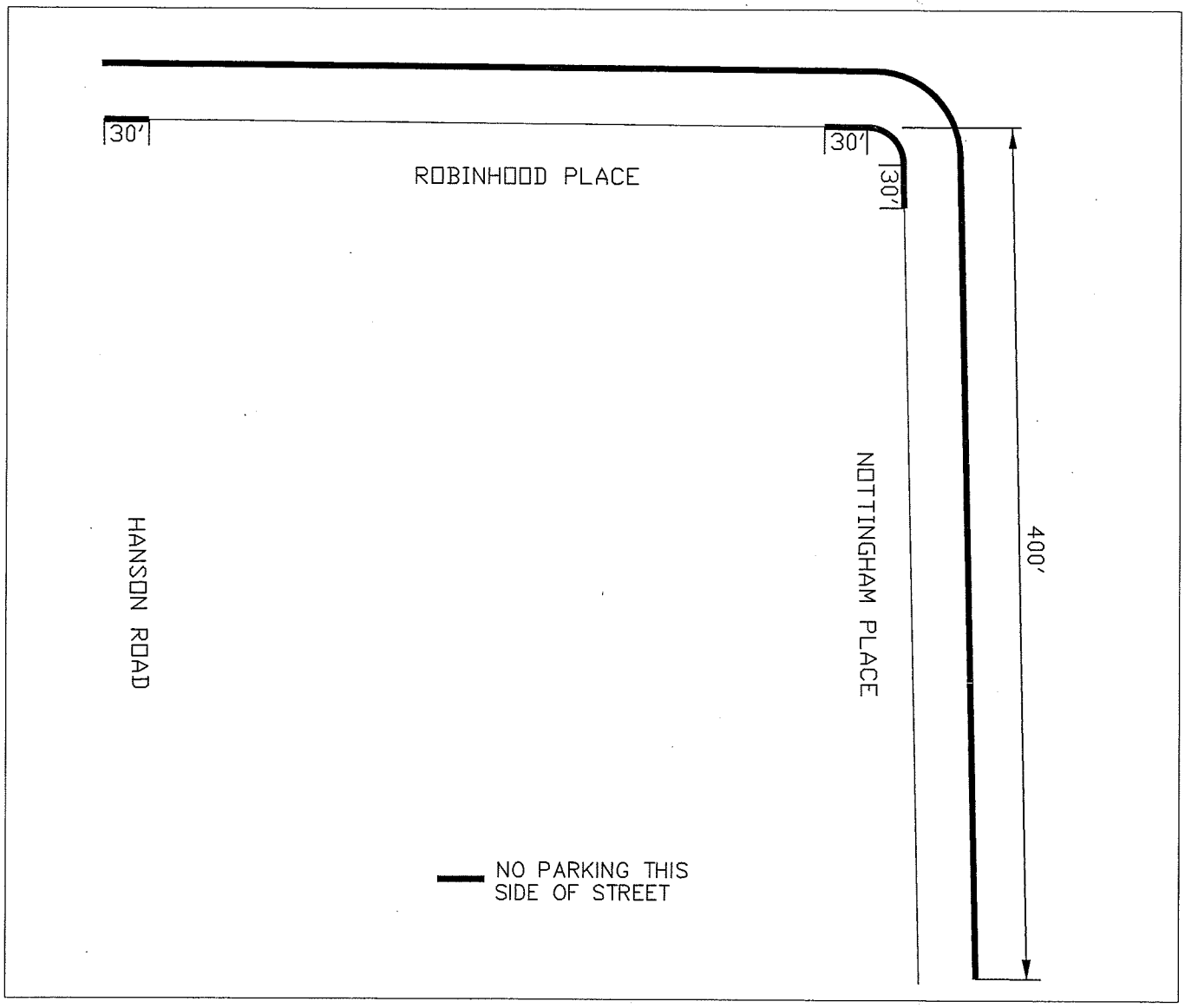
SEAL

CITY OF SHOREVIEW

ROBINHOOD PL. / NOTTINGHAM PL.

PARKING RESTRICTIONS

RESOLUTION NO. 14-91



NO SCALE

LOCATION MAP

OCTOBER 2014

PROPOSED RESOLUTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to adopt Resolution No.14-89 approving Change Order No. 1 in the amount of $18,796.00 for the Hanson Rd. / Oakridge Ave. Reconstruction, City Project No.14-01

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

REGULAR COUNCIL MEETING
OCTOBER 20, 2014

TO: MAYOR, CITY COUNCIL, CITY MANAGER

FROM: GLEN M. HOFFARD
SENIOR ENGINEERING TECHNICIAN

DATE: OCTOBER 15, 2014

SUBJECT: HANSON RD. / OAKRIDGE AVE. RECONSTRUCTION
CITY PROJECT NO.14-01, CHANGE ORDER NO. 1

INTRODUCTION

The attached Change Order No.1 has been prepared by staff and must be approved by Council in order to modify the contract.

BACKGROUND

On May 5, 2014, the City Council awarded a contract to Arnt Construction Co. Inc. in the amount of $1,424,934.40 for the Hanson Rd. / Oakridge Ave. Reconstruction, City Project No.14-01 and authorized the Mayor and City Manager to sign said contract.

DISCUSSION

As part of the project, new watermain will be installed to replace the old cast iron pipe that currently serves Hanson Rd. and Oakridge Ave. The plans and specifications for the project call for the new watermain to be installed using HDPE pipe by the pipe bursting method. Prior to the start of the project Arnt Construction Co. Inc., the General Contractor for the project, made a request to City staff that they be allowed to use C-900 PVC pipe using the open trench method for the replacement of the existing watermain on Hanson Rd. and HDPE pipe by the directional bore method on Oakridge Ave. in lieu of pipe bursting.

For this project the Contractor felt that the open trench method would allow for more flexibility with existing utilities and potential conflicts and more uniform soil compaction throughout the project. Arnt Construction has offered a $12.40/LF deduct for 8" watermain to use this method. The deducts would result in a savings of $19,924.00 for the 8" watermain.

It has been determined by staff that the existing 4" cast iron force main in Oakridge Ave. should be replaced. Arnt Construction has quoted a price of $35.20/LF for a total of $38,720.00.

Pay items will be **deleted** from the contract as follows:

Watermain:

8" Watermain CL DR11 HDPE-DIPS – Pipe Bursting 2550 LF @ $63.00 =	$ 160,650.00

Total Deduct:	**$ 160,650.00**

Pay items will be **added** to the contract as follows:

Watermain:	
8" Watermain HDPE – Directional Drill 750 LF @ $50.60 =	$ 37,950.00
8" Watermain PVC C-900 – Direct Bury 1800 LF @ $50.60 =	$ 91,080.00
DIP Fittings 1700 LBS @ $6.88/LBS =	$ 11,696.00
Sanitary Sewer:	
4" HDPE Force Main – Directional Drill 1100 LF @ $35.20/LF =	$ 38,720.00
Total Addition:	**$ 179,446.00**
Total Change Order No.1	**$ 18,796.00**

Pay items have been revised or added to the contract documents resulting in a net increase to the contract of $18,796.00. Change Order No.1 will increase the contract amount to $1,443,730.40. Change Order No.1 will be funded as follows:

Water Fund	$ (19,924.00)
Sewer Fund	$ 38,720.00
Total	**$ 18,796.00**

RECOMMENDATION

It is recommended that Council adopt the attached proposed resolution approving Change Order No.1 for the Hanson Rd. / Oakridge Ave. Reconstruction, City Project No. 14-01

EXTRACT OF MINUTES OF MEETING OF THE

CITY COUNCIL OF SHOREVIEW, MINNESOTA

HELD OCTOBER 20, 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 October 20,2014 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. 14-89
APPROVING CHANGE ORDER NO.1
FOR THE HANSON RD. / OAKRIDGE AVE.
RECONSTRUCTION, CITY PROJECTS NO. 14-01

WHEREAS, On May 5, 2014 the City Council awarded a contract to Arnt Construction Co. Inc. for the Hanson Rd. / Oakridge Ave. Reconstruction, City Project No. 14-01 and authorized the Mayor and City Manager to sign said contract, and

WHEREAS, the original contract amount is $1,424,934.40, and

WHEREAS, Change Order No. 1, in the amount of $ 18,796.00 has been prepared in order to address certain changes or modifications to the original contract, and

WHEREAS, said changes and modifications to the project will increase the contract amount to $1,443,730.40, and

WHEREAS, the Director of Public Works has recommended approval of proposed Change Order No. 1.

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

1. That Change Order No. 1, in the amount of $ 18,796.00, resulting in a revised contract amount of $1,443,730.40, is hereby approved, and

2. That Change Order No.1 will be funded as follows:

Water Fund	$ (19,924.00)
Sewer Fund	$ 38,720.00
Total	**$ 18,796.00**

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 20th day of October 2014.

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

I, the undersigned, being the duly qualified and acting Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council held on the 20th day of October, 2014, with the original thereof on file in my office and the same is a full, true and complete transcript therefrom insofar as the same relates to the approval of Change Order No. 1, for the Hanson Rd. / Oakridge Ave. Reconstruction, C.P #14-01.

WITNESS MY HAND officially as such Manager and the corporate seal of the City of Shoreview, Minnesota, this 21st day of October, 2014.

Terry C. Schwerm
City Manager

SEAL

CITY OF SHOREVIEW
CONTRACT CHANGE ORDER

Project:	Hanson Rd. / Oakridge Ave. Reconstruction
City Project No.:	14-01
Change Order Number:	1 (One)
Date:	October 20, 2014
Contractor:	Arnt Construction Co. Inc.

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

DEDUCT:

8" Watermain HDPE - Pipe Bursting 2550 LF @ $63.00/LF =	$160,650.00
TOTAL DEDUCT	**($160,650.00)**

ADDITION:

4" HDPE Force Main - Direct. Drill 1100 LF @ $35.20/LF =	$ 38,720.00
8" Watermain HDPE - Direct. Drill 750 LF @ $50.60/LF =	$ 37,950.00
8" Watermain C-900 - Direct Bury 1800 LF @ $50.60/LF =	$ 91,080.00
DIP Fittings 1700 LBS @ $6.88/LBS =	$ 11,696.00
TOTAL ADDITION	**$179,446.00**
TOTAL CHANGE ORDER NO.1	**$ 18,796.00**

SUMMARY:

Original Contract Amount:	**$ 1,424,934.40**
Change Order No.1	**$ 18,796.00**
Amended Contract Amount	**$ 1,443,730.40**

APPROVALS:

APPROVED BY: City of Shoreview

By:_____ Title: City Engineer Date:_____

ACCEPTED BY: Arnt Construction Co. Inc.

By:_____ Title:_____ Date:_____

PROPOSED RESOLUTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to adopt Resolution No.14-90 approving Payment No.5 (Final), in the amount of $33,023.58 for the 2013 Street Rehabilitation Project and Gaston Ave, Grove Ave, St. Albans St. Watermain, City Project No.13-02 and 13-03.

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

REGULAR COUNCIL MEETING
OCTOBER 20, 2014

TO: MAYOR, CITY COUNCIL, CITY MANAGER

FROM: GLEN M. HOFFARD
SENIOR ENGINEERING TECHNICIAN

DATE: OCTOBER 15, 2014

SUBJECT: 2013 STREET REHABILITATION AND GASTON / GROVE / ST. ALBANS WATERMAIN, CITY PROJECTS 13-02 AND 13-03, PAYMENT NO. 5 (FINAL)

INTRODUCTION

The attached Payment No.5 (Final) has been prepared by staff and must be approved by Council.

BACKGROUND

On June 17, 2013, the City Council awarded a contract to North Valley, Inc. in the amount of $3,331,357.44 for the 2013 Street Rehabilitation and Gaston / Grove / St. Albans Watermain, City Project No.13-02 and 13-03, and authorized the Mayor and City Manager to sign said contract. On January 21, 2014, Change Order No.1 was approved by the City Council in the amount of ($18,535.26) which reduced the contract amount to $3,312,822.18.

DISCUSSION

Payment No.5 (Final) in the amount of $33,023.58 will result in a total amount of work completed of $3,302,358.27 which is $10,463.91 below the revised contract and $28,999.17 below the original contract.

RECOMMENDATION

It is recommended that Council adopt the attached proposed resolution approving Payment No.5 (Final) for the 2013 Street Rehabilitation and Gaston / Grove / St. Albans Watermain, City Project No.13-02 and 13-03.

EXTRACT OF MINUTES OF MEETING OF THE

CITY COUNCIL OF SHOREVIEW, MINNESOTA

HELD OCTOBER 20, 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 October 20, 2014 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. 14-90

APPROVING PAYMENT NO.5 (FINAL) FOR THE 2013 STREET REHABILITATION AND THE GASTON / GROVE / ST. ALBANS WATERMAIN CITY PROJECT NO.13-02 AND 13-03

WHEREAS, On June 17, 2013, the City Council awarded a contract to North Valley, Inc. in the amount of $3,331,357.44 for the 2013 Street Rehabilitation and Gaston / Grove / St. Albans Watermain, City Project No.13-02 and 13-03, and authorized the Mayor and City Manager to sign said contract, and

WHEREAS, On January 21, 2014, Change Order No.1 was approved by the City Council in the amount of ($18,535.26) which reduced the contract amount to $3,312,822.18, and

WHEREAS, Payment No.5 (Final) in the amount of $33,023.58 for a total amount of work completed of $3,302,358.27 has been prepared by staff, and

WHEREAS, the Director of Public Works has recommended approval of Payment No.5 (Final).

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

1. That Payment No.5 (Final) in the amount of $33,023.58 for a total amount of work completed of $3,302,358.27 is hereby approved.

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:

The following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted this 20th day of October, 2014.

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

I, the undersigned, being the duly qualified and acting Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council held on the 20th day of October, 2014, with the original thereof on file in my office and the same is a full, true and complete transcript therefrom insofar as the same relates to the approval of Payment No.5 (Final), for the 2013 Street Rehabilitation and the Gaston / Grove / St. Albans Watermain, City Project No. 13-02 and 13-03

WITNESS MY HAND officially as such Manager and the corporate seal of the City of Shoreview, Minnesota, this 21st day of October, 2014.

Terry C. Schwerm
City Manager

SEAL

APPLICATION FOR PAYMENT

NO. 5 (FINAL)

PROJECT:	**2013 Street Rehabilitation Project and Gaston Ave, Grove Ave, St. Albans St. Watermain**
OWNER:	**City of Shoreview**
PROJECT NO:	**13-02, 13-03**
CONTRACTOR:	**North Valley, Inc.**
APPLICATION DATE:	**10/20/2014** FOR PERIOD ENDING: **10/20/2014**

STATEMENT OF WORK

ORIGINAL CONTRACT AMOUNT	$ 3,331,357.44
NET CHANGE BY CHANGE ORDER	$ (18,535.26)
CONTRACT AMOUNT TO DATE	$ 3,312,822.18
TOTAL AMOUNT OF WORK COMPLETED	$ 3,302,358.27
LESS **0** % RETAINAGE	$ -
AMOUNT DUE TO DATE	$ 3,302,358.27
LESS PREVIOUS PAYMENTS	$ 3,269,334.69
PAYMENT DUE THIS APPLICATION	$ 33,023.58

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

To approve the Change Order for the Community Center Gymnasium roof replacement project in the amount of $14,850.00 and bring the total project cost to $164,595.00.

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

Regular Council Meeting
October 20, 2014

TO: MAYOR AND COUNCILMEMBERS

FROM: TERRY SCHWERM
CITY MANAGER

DATE: OCTOBER 20, 2014

SUBJECT: APPROVAL OF CHANGE ORDER FOR COMMUNITY CENTER GYM ROOF REPLACEMENT

INTRODUCTION

The City Council is being asked to approve a change order in the amount of $14,850.00 for the Community Center Gym Roof Replacement.

BACKGROUND

At its meeting on September 15, 2014, the City Council approved a bid for replacement of the Community Center roof to Central Roofing in the amount of $149,745.00. At the time of the bid award, the staff report indicated that a change order to use a higher grade shingle would need to be processed at a future date.

The Council is being asked to approve a change order to upgrade to a higher grade shingle in the amount of $14,850. This will bring the total contract cost to $164,595.00, well within the $200,000 estimate in the updated Capital Improvement Program for this project.

RECOMMENDATION

Based on the foregoing information it is recommended that the City Council approve a motion approving a change order in the amount of $14,850.00 for the Community Center gym roof replacement project.

AIA® Document G701™ – 2001

Change Order

PROJECT *(Name and address)*: City of Shoreview Community Center Gym Reroof Shoreview, MN	**CHANGE ORDER NUMBER:** 001 **DATE:** September 26, 2014	OWNER: ☐ ARCHITECT: ☐ CONTRACTOR: ☐
TO CONTRACTOR *(Name and address)*: Central Roofing Company 4550 Main Street NE Minneapolis, MN 55421	**ARCHITECT'S PROJECT NUMBER:** 3.2014190.00 **CONTRACT DATE:** **CONTRACT FOR:** General Construction	FIELD: ☐ OTHER: ☐

THE CONTRACT IS CHANGED AS FOLLOWS:
(Include, where applicable, any undisputed amount attributable to previously executed Construction Change Directives)

Substitute GAF Camelot Ultra Shingles for the GAF Camelot 2 that was specified.

The original Contract Sum was	$	149,745.00
The net change by previously authorized Change Orders	$	0.00
The Contract Sum prior to this Change Order was	$	149,745.00
The Contract Sum will be increased by this Change Order in the amount of	$	14,850.00
The new Contract Sum including this Change Order will be	$	164,595.00

The Contract Time will be increased by Zero (0) days.
The date of Substantial Completion as of the date of this Change Order therefore is October 17, 2014.

NOTE: This Change Order does not include changes in the Contract Sum, Contract Time or Guaranteed Maximum Price which have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

BWBR Architects, Inc. **ARCHITECT** *(Firm name)*	Central Roofing Company **CONTRACTOR** *(Firm name)*	City of Shoreview **OWNER** *(Firm name)*
380 St. Peter Street, Suite 600 St. Paul, MN 55102 **ADDRESS**	4550 Main Street NE Minneapolis, MN 55421 **ADDRESS**	4600 Victoria Street North, Shoreview, Minnesota 55126 **ADDRESS**
Greg Fenton **BY** *(Signature)*	Gerry Stock **BY** *(Signature)*	**BY** *(Signature)*
Greg Fenton *(Typed name)*	~~Lloyd Carr~~ Gerry Stock *(Typed name)*	Gary Chapman *(Typed name)*
9/26/14 **DATE**	9-30-14 **DATE**	**DATE**

AIA Document G701™ – 2001. Copyright © 1979, 1987, 2000 and 2001 by The American Institute of Architects. **All rights reserved. WARNING: This AIA® Document is protected by U.S. Copyright Law and International Treaties. Unauthorized reproduction or distribution of this AIA® Document, or any portion of it, may result in severe civil and criminal penalties, and will be prosecuted to the maximum extent possible under the law.** This document was produced by AIA software at 13:41:23 on 09/26/2014 under Order No.1455955910_1 which expires on 10/06/2014, and is not for resale.
User Notes: (960972650)