

**CITY OF SHOREVIEW  
AGENDA  
REGULAR CITY COUNCIL MEETING  
March 2, 2015  
7:00 P.M.**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**APPROVAL OF AGENDA**

**PROCLAMATIONS AND RECOGNITIONS**

Human Rights Commission

--Recognition of Poster Contest Winners

--Presentation of Immigration Report

**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 or citizen so requests, in which event the item will be removed from the Consent Agenda and placed elsewhere on the agenda.*

1. February 9, 2015 City Council Workshop Meeting Minutes
2. February 17, 2015 City Council Meeting Minutes
3. Receipt of Committee/Commission Minutes
  - Planning Commission Workshop, December 16, 2014
  - Parks and Recreation Commission, January 22, 2015
  - Planning Commission, January 27, 2015
  - Economic Development Authority, February 9, 2015
  - Environmental Quality Committee, February 23, 2015

4. Verified Claims
5. Purchases
6. License Applications
7. Conditional Use Permit—Michael Weber, 4136 Reiland Lane
8. Authorize Purchase of John Deere 1585 Tractor with Attachments
9. Approve Plans and Specifications, Order Improvements, and Order Taking of Bids—  
Lexington Avenue/County Road F Watermain Replacement, CP 15-06

#### **PUBLIC HEARING**

10. Items Related to Woodview Addition, Moser Homes, Inc.
  - A. Vacation—Novotny, Novotny and Banholzer, Jr., 5515/5521/5525 Turtle Lake Road\*
  - B. Final Plat, 5515/5525 Turtle Lake Road

#### **GENERAL BUSINESS**

11. Appointment to Human Rights Commission

#### **STAFF AND CONSULTANT REPORTS AND RECOMMENDATIONS**

#### **SPECIAL ORDER OF BUSINESS**

#### **ADJOURNMENT**

**\* Denotes items that require four votes of the City Council.**

**TO: MAYOR AND COUNCIL**

**FROM: REBECCA OLSON  
ASSISTANT TO THE CITY MANAGER**

**DATE: February 26, 2015**

**SUBJECT: HUMAN RIGHTS COMMISSION PRESENTATION**

**BACKGROUND**

The Human Rights Commission will be in attendance to introduce the 22<sup>nd</sup> Annual 4<sup>th</sup> grade Poster Contest winners. There were over 320 entries from the following schools: Emmett D. Williams, Turtle Lake, Island Lake and St. Odilia.

In addition, representatives from the HRC will present their final report on the Immigrant Project from 2014. This report is the culmination of their project which was modeled after the Advocates for Human Rights report on immigrants and refugees entitled '*Moving from Exclusion to Belonging.*' It was intended to begin discussions on how to identify any barriers in our community that may exclude immigrants or refugees from feeling a part of the greater Shoreview community.

## 2015 Poster Contest Winners

<b>Place</b>	<b>Name</b>	<b>Pronunciation</b>	<b>Teacher</b>
<b>Honorable Mention</b>	Jonas Ojanen		Island Lake Mrs. Rowley
<b>Honorable Mention</b>	Cecilia Savard		St. Odilia Mrs. Fox
<b>Honorable Mention</b>	Jade Wierzchowski		Turtle Lake Mrs. Milow
<b>Honorable Mention</b>	Nya Aadland		Island Lake Mrs. Swallen
<b>Honorable Mention</b>	Joy Ren		Turtle Lake Mrs. Pallansch
<b>Honorable Mention</b>	Addison Knoll		Island Lake Mrs. Dahl
<b>Honorable Mention</b>	Emily Fatkhiyev		Island Lake Mrs. Anderson & Mrs. Eidem
<b>Honorable Mention</b>	Kya Yang		Emmet D. Williams Mrs. Xiong
<b>Honorable Mention</b>	Trystan Bidania		Island Lake Ms. Swallen
<b>Honorable Mention</b>	Navya Ramesh		St. Odilia Mrs. Maristuen
<b>Tenth Place</b>	Anuva Borgaonkar		Island Lake Mrs. Rode
<b>Ninth Place</b>	Aubree Klein		Island Lake Mrs. Rode
<b>Eighth Place</b>	Claire O'Quinn		Island Lake Mrs. Rode
<b>Seventh Place</b>	Emily Zhao		Turtle Lake Mrs. Stimpson
<b>Sixth Place</b>	Seoyun Chang		Emmet D. Williams Ms. Iverson

# 2015 Poster Contest Winners

<b>Fifth Place</b>	Samantha Gillis		Turtle Lake Mrs. Leiser
<b>Fourth Place</b>	Aurora Wang		Turtle Lake Ms. Stimpson
<b>Third Place</b>	Claire Li		Turtle Lake Mrs. Larson
<b>Second Place</b>	Bella Tran		Turtle Lake Ms. Pluim & Ms. Stewart
<b>First Place</b>	Harini Avula		Island Lake Mrs. Rode

# Opening the Door to an Inclusive Community

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## A Report on the Shoreview Immigrant Project

The Shoreview Human Rights Commission  
February 2015



## About the Shoreview Human Rights Commission

The Shoreview Human Rights Commission advises and aids the City of Shoreview by establishing and promoting a community standard of equal opportunity and freedom from discrimination. We envision a community where all people are welcomed, valued and respected; where each person feels at home.

The Shoreview Human Rights Commission was re-established by the Shoreview City council in August of 1992 to act in cooperation with the State Human Rights Department in securing for all citizens equal opportunity in housing, employment, public accommodations, public services and education.

The Shoreview Human Rights Commission is charged with the following duties:

- To develop educational programs and increase awareness
- To coordinate efforts with the Human rights Commissions of neighboring cities where appropriate
- To advise and make recommendations to the City Council in regard to human relations and civil rights problems in general
- To give direction and encouragement to the work of all individuals and agencies addressing themselves to planning, policy making, and educational programming in the area of civil and human rights, including helping people identify their responsibilities to bridge cultural and other differences.

The Commission is dedicated to ensuring the citizens of Shoreview have equal opportunities and rights as defined by the Minnesota Human Rights Act, Chapter 363 of the MN State Statutes.

## BACKGROUND

In March, 2014, The Advocates for Human Rights, a not-for-profit organization located at 320 Second Ave. So., Suite 800, Minneapolis, MN, issued a report entitled ***Moving from Exclusion to Belonging: Immigrant Rights in Minnesota Today***. The report details ten different types of “barriers for inclusion” affecting immigrants, in over 300 pages, including a six page executive summary, and can be read in its entirety at [hrcimmigrantproject.shoreview.gov](http://hrcimmigrantproject.shoreview.gov) under ‘Resources’.

The Advocates conducted nearly 200 individual interviews and more than 25 community conversations throughout the state for the report. On April 3, 2014 the *Star Tribune* contained a news report with the headline: **“Report: Minnesota not so nice to immigrants.”**

At the April, 2014, meeting of the Shoreview Human Rights Commission, members discussed the idea of interviewing resident immigrants in Shoreview and issuing our own report on how the City could be more welcoming to immigrants. The possibility of having high school students conduct the interviews was also considered. If the project was successful, it could be the subject for our community dialogue the following year.

The idea of student interviews took a page from a meeting of the Shoreview Historical Society, where high school aged Girl Scouts conducted interviews on the history of the City and presented their findings. The process not only made for an interesting meeting, but was also highly educational for the students.

The Human Rights Commission decided that this is a human rights issue, and that we should move forward with the project.

## THE PREPARATION

In a meeting with Michele Garnett McKenzie, Advocacy Director from The Advocates for Human Rights and an author of the immigrant study, she expressed excitement over our plans. The Advocates used student interviewers from the U of M Humphrey Institute and some high school students from a student group in Owatonna, MN, and she thought the plan was very feasible. The Cities of Edina and Richfield were also developing plans, but nothing on the order of the Shoreview plans.

Michele offered to provide training materials, the list of questions and protocols for the interviews, and to assist personally in the training of the Shoreview students.

The Human Rights commission membership included Mounds View High School student Neha Sethi who recruited a large number of fellow students for the project. Without this step, the involvement of high school students would not have been possible.

New Shoreview City staff member, Rebecca Olson, was well acquainted with The Advocates organization and excited about the project. She took care of a number of important details including: a web page for posting the reports of the interviews, the design of a consent form and a calling card for the interviewers, the adaptation of the list of questions and the protocols for the city, the arrangement to have our training session videotaped for a follow up session, some ideas for a news release, and later, the design of Certificates of Completion for students who completed five interviews.

The training of the students took place on August 7, 2014, with 14 students present followed by a supplementary training with four more students on August 26. Some photos of the first training session are posted on the website.

## **THE INTERVIEWS**

The first interview was conducted two days after the initial training, but some difficulties soon became apparent. We had no list of Shoreview immigrants, and no systematic way of finding them. Some HRC members gave names and addresses of acquaintances. One question in the interview asked if they knew of others, but we were floundering for names. We also discovered that many immigrants preferred not to be interviewed. An element of fear prevailed when someone wanted to be asked questions, even if they were high school students. One woman was applying for a green card, and did not want "any complications." Finally, some students soon lost interest.

Initially, our goal was a sample of 50 interviews, and each team was given a goal of 5 interviews. But when the reality became clear, we cut the sample size to 25. Many students, however, persisted, and the reports kept coming in and were posted on the web page.

Finally, toward the end, one of the interviewees, Muriel Zhou, offered to help. She was acquainted with a number of Chinese immigrants, and was able to act as an interpreter and provide questions in both English and Chinese for many who did not speak English. With her help, we were able to complete the interviews with a total of 26 reports.

All the students who completed five reports were issued a Certificate of Completion signed by Mayor Martin.

## **SOME COMMON THEMES**

It is fair to say that in this sample, all the immigrant residents like Shoreview, and even more emphatically, they like the Mounds View School District.

All but one interviewee felt that their neighborhood was welcoming and friendly. Even though some were victims of petty crime, they considered Shoreview a safe city and they thought that

local law enforcement was professional and were there to help them. They also like the park and trail system. As one report indicated, "Minnesota nice is upheld in Shoreview."

A very high percentage (14 out of 26) mentioned the Mounds View School District as a reason for moving to this area. A few thought children were sometimes bullied, but they were happy with the education. We must note that these residents were interviewed by Mounds View High School students, but there was no indication that this influenced their enthusiasm.

One Chinese woman warned that Chinese residents are not going to say anything detrimental, because they were not sure of the implications. This may cause some positive bias in a population that historically may have had some reason to be afraid of anything associated with government.

A few interviewees opined that housing costs were high in Shoreview, but in comparing costs on [edinareality.com](http://edinareality.com), the sale prices of houses in surrounding cities are fairly comparable. Another interviewee thought that in some companies, particularly in large Midwestern corporations, minorities are not advanced to higher positions.

One question of special interest in this project was: "What could Shoreview do to make our community more welcoming to immigrants?" One thoughtful response was that the City could do more to encourage businesses for minority groups. Otherwise the responses stressed one main theme: more cultural events.

Many interviewees would like more get-togethers and cultural activities, something like the cultural fair at Mounds View High School, or as one mentioned, like the Festival of Nations. Some residents of Chinese origin formed a Shoreview Table Tennis club (SVTT), and they play games and tournaments on most Wednesday evening sat Chippewa Middle School. The club now has up to 30 members including about 10 non-Chinese members. For others, Neighborhood Watch block parties would be helpful, where people could come together to learn from each other and better understand each other.

Many Chinese immigrants discovered a service at the Legacy Adult Daycare Center, located at 800 Boone Avenue North, #150, Golden Valley (763-231-8898). In addition to adult daycare, the Center provides a number of services for Chinese immigrants over age 60 on a Saturday every other month. On those occasions, shuttle service is also available to other cities including Shoreview from City hall. Up to 30 people from this city have used the shuttle, and upon arrival, they are served meals, and participate in activities organized by the Center such as singing, dancing, art and games. The Center receives some government funding for these services, supplemented by grants from a Foundation which was organized by the Center.

Some Chinese immigrants would like similar services more often than every other month and closer to home. A group headed by Professor Fengyun Tang (she was a college professor in China) and Muriel Zhou have requested some space from the Mayor for this purpose, and the

City may be able to make a room available for monthly meetings. The group will see what kind of services they will be able to provide on this more local level.

One problem for immigrants who do not drive is that they feel stuck in their homes, especially in the winter, and services are limited. Metro Mobility 9651-602-1000) is available only to residents with disabilities according to the guidelines of the Americans with Disabilities Act (ADA), and must be certified by a medical professional. The cost for one way transit is \$3.00 outside of rush hours and \$4.00 during rush hours. Transit Link, formerly Dial-a-Ride, (651-602-5465) or Anoka Transit Link, is available for all residents on week days only where regular transit routes are not operating. This curb to curb van service augments regular transit, and allows for a transfer without further cost to regular bus routes. The one way cost is \$2.50 for up to ten miles.

### **A COMPARISON WITH THE STATE STUDY**

One of the main purposes of the Shoreview project was to see how Shoreview residents compared to immigrants studied by The Advocates for Human Rights. The report by The Advocates listed several troubling areas which seem to apply only minimally to Shoreview immigrants, such as public safety, access to justice, economic opportunity, education, housing, basic needs, civic engagement and immigration services.

Our sample did not include migrant farm workers or factory laborers in meat or poultry processing plants that are more common in out-state Minnesota. Many of our interviewees were highly educated, worked in high paying jobs, lived in beautiful homes, gave a high priority to education for their children and grandchildren, and were eager to be part of the community. Some are members of Shoreview city commissions, and one contributed significantly to the economy by developing a new medical implantable device for sleep apnea. One immigrant who did not want to be interviewed disagreed strongly with the idea that Minnesota was not nice to immigrants, and thought this state was the best place to live.

One immigrant characteristic appears to be common whether in urban or rural areas, and that is the element of fear. In fact, fear is suspected as the main reason many immigrants preferred not to be interviewed, not to have their identity disclosed, nor to discuss where they worked prior to coming to Shoreview. The interviews by The Advocates took place before President Obama's executive action curtailed the detention or deportation of many immigrants. Even though fear may not always be justified, we must assume some immigrants will try to avoid any contact with local law enforcement, or any other official agencies.

In the interviews, one resident exclaimed that "Shoreview is already the best." However, another resident said off the record that he had lived in three states, California, Utah and Minnesota, and that this state is in about the middle. California had many more services because they had more immigrants, but his experiences in Minnesota were mostly positive. Our conclusion is that, by and large, Shoreview has been a welcoming city for immigrants, but many immigrants would feel more welcome with more access to cultural events.

## **APPENDECIES**

List of interview questions

The Star Tribune article on the report *Moving from Exclusion to Belonging*.

Comments by Madeline Lohman, The Advocates for Human Rights staff member and one of the authors of The Advocates report.

## Interview Questions

(Do Not Write On This Sheet)

DATE:

Names of Interviewers:

Names of Interviewee(s):

Contact Information (Address, phone numbers, emails)

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1. What brought you to Shoreview?
2. What does it mean to be welcome in a place? How would you define a welcoming city?
3. Overall, in what ways do you feel welcome or unwelcome in Shoreview?
4. How safe do you feel in this community?
5. Do you feel the police are here to help you? Why or why not?
6. How are you treated at work, especially in terms of pay, benefits and working conditions?
7. Do you feel like you have the same opportunities to be hired and to succeed at your job or business as others? Why or why not?
8. Have you been able to attend the school or classes that you want? Why or why not?
9. If you have children, are they being given a good education? How are they treated in school?
10. Have you ever been discriminated against, especially because of your race, language, religion, or national origin? Please describe your experience.

11. What experiences have you had when trying to access any public benefits or government support that you might need?
12. Do you feel included in events in Shoreview, such as Slice of Shoreview, organizations or meetings? How often do you participate in cultural or political events?
13. Have you ever had to go to court or see a judge in the U.S.? How fairly were you treated? How fair was the outcome in your case?
14. How easily have you been able to find housing that meets your needs (safe, clean, affordable, in the right neighborhood)? Do you feel like landlords and/or realtors treat you fairly?
15. How easily can you access health care when you need it? How are you treated by people in the health industry?
16. How have you been treated by the U.S. Immigration system? What obstacles have you faced in getting the immigration status you wanted?
17. If you have talked to a lawyer or received other legal help for your immigration case, how effective was their help? How were you treated by the lawyer or other advisors?
18. What could Shoreview do to make our community more welcoming to immigrants?
19. What could other organizations or individuals do to make this community more welcoming?
20. **Are you acquainted with any other immigrants living in the City of Shoreview?**
21. Do you want to add any other experiences or opinions that you think should be included in our report?

# Report: Minnesota not so nice to immigrants

• The state fails to provide some basic protections to immigrants and refugees, report concludes.

By MARK BRUNSWICK  
markbrunswick@startribune.com

Despite a self-professed sense of acceptance of newcomers and a well-worn notion of "Minnesota Nice," the state does not provide some of the most basic protections to the more than 350,000 immigrants and refugees living here, a new report claims.

From public safety policies that force immigrants to live in fear of deportation to some of the worst racial disparities in the nation in income, health, and educational outcomes, the failures undermine the state's values and squander the potential resources newcomers can contribute, according to a report from the Advocates for Human Rights, a Minneapolis-based nonprofit.

The study, "Moving from Exclusion to Belonging," looks at a number of federal policies that the report says have combined to create a sense of exclusion. Those include what it calls "meager provisions" of a maximum 90 days of assistance for refugees after arrival, and a six-month wait before asylum seekers become eligible to apply for a work permit.

But it also makes recommendations to state and local policymakers on



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Audience members listened as Robin Phillips, executive director of the Advocates for Human Rights, talked about the group's new report, which concluded that immigrants living in Minnesota could be better served by state agencies.

such things as when police can inquire about a person's immigration status and on developing clear protocols for when to involve federal immigration agencies at traffic stops. It recommends enforcing existing state laws protecting immigrants from exploitation by employers.

"Laws, policies and practices exclude immigrants and refugees from full participation in our community and violate their human rights," said Robin Phillips, executive director

for the organization. The group said it hopes the 300-page report will be used to pursue change at the state and local level, particularly as immigration reform in Washington appears to languish.

It supports one bill now in the Legislature, for instance, that would give undocumented immigrants access to apply for a Minnesota driver's license. It argues the change would improve public safety and decrease opportunities for profiling drivers who appear to

be immigrants. State rules now require applicants to furnish proof of identification using documents that only citizens and lawful immigrants would possess. The bill would allow identification issued by another country to be acceptable proof of identity. Critics have said illegal immigrants should not be able to get driver's licenses or state-issued identification cards.

"We have before us thousands of children and young people, citizens whose future is at risk because their parents are forced to drive without a license and run the risk of deportation," said Jovita Morales, a community organizer.

Many of the recommendations would likely come up against the realities of tight budgets and funding battles. In education, for instance, the group recommends raising overall funding for public education and hiring more mental health professionals.

The report took more than two years. It draws on nearly 200 interviews and more than 25 community conversations throughout the state.

"Our tolerance for intolerance has gone down," said Michele Garnett McKenzie, director of advocacy for the group. "But as far as immigration and immigration policy, it's been dramatically opposite. It's been dramatically worsening."

Mark Brunswick • 612-573-4434

## **Appendix to the Shoreview Human Rights Commission's report on the Immigration Interview Project**

By Madeline Lohman, The Advocates for Human Rights

February 2, 2015

The Advocates for Human Rights welcomes the Shoreview Human Rights Commission's report on the status of immigrants in Shoreview and we are pleased to submit the following appendix for consideration by the Commission and Shoreview City Council.

Shoreview's finding that immigrants are generally satisfied with the city and their place within it is extremely positive and highlights the work the city does to be a good place to live for all its residents, including immigrants. There were a few areas where the findings of the Shoreview Immigration Interview Project did echo what we heard in our report.

### *Networks and Personal Connections*

One crucial factor that influenced how immigrants statewide felt about a variety of topics was their ability to tap into networks to find housing, schooling, employment, cultural activities, and information about their local government. In our report, one immigrant expressed his frustration, saying "getting past a certain point depends on who you know. A lot of stuff is underground, you have to look for it, people do not want to advertise. You only get to know about things if you already know people."<sup>1</sup> Long term residents may underestimate how much they learn about the services available to them through their relationships with other well-connected individuals.

The difficulty of tapping into networks of long-term residents can help explain why one Shoreview resident felt that minorities were not advanced within companies, or why minority-owned businesses may need more support from the City, or more outreach so they can access existing support.

### *Immigrant-Led Organizations and Civic Engagement*

The Advocates, like the Shoreview Human Rights Commission, found that immigrants frequently organized their own ethnically-based institutions (such as Shoreview's Table Tennis Club), but that these groups do not always receive the same resources in terms of space, funding, or visibility as groups that serve the broader community. These organizations are often the first point of contact for immigrants and provide important social support. One recommendation The Advocates made in our report was that "Government agencies and institutions with resources for small organizations, such as free space or low-cost technology assistance, should increase outreach so that immigrant-led organizations know what help is available."<sup>2</sup> Such immigrant-led organizations are also good points of contact for government outreach, public education, and civic engagement efforts. Fostering connections with immigrant-led organizations can help build personal relationships between immigrant communities and other city residents, addressing the lack of networks identified above. For more information, consult "Chapter 7: Civic Engagement and Political Participation," which is included with this appendix.

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<sup>1</sup> *Moving from Exclusion to Belonging*, pg. 277.

<sup>2</sup> *Moving from Exclusion to Belonging*, pg. 253.

### *Transportation*

Immigrants throughout the state reported difficulties with transportation, especially those who do not drive. Lack of easily accessible and affordable public transportation makes it difficult for immigrants to access services and to participate in the community, as well as other vulnerable groups such as seniors. Transportation networks are important not only within Shoreview but also on a regional basis.

### *Anonymity and Fear*

Finally, The Advocates would recommend that Shoreview, either through the Human Rights Commission or some other mechanism, maintain a way for immigrants to communicate with city government anonymously. The fact that some immigrants were unwilling to be interviewed or made comments off the record indicates that at least some individuals felt uncomfortable communicating freely, knowing their comments would be publicly available. In our research, we promised our immigrant interviewees anonymity and kept their full interviews in our private records, using only quotes and paraphrases in our public report. This may have increased their willingness to share critical or negative information.

We would like to thank the Shoreview Human Rights Commission for undertaking this important work and we are happy to assist with any initiatives that develop from this report.

**CITY OF SHOREVIEW  
MINUTES  
CITY COUNCIL WORKSHOP MEETING  
February 9, 2015**

**CALL TO ORDER**

Mayor Martin called the workshop meeting of the Shoreview City Council to order at 7:00 p.m. on February 9, 2015.

**ROLL CALL**

The following attended the meeting:

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

Staff: Terry Schwerm, City Manager  
Rebecca Olson, Assistant to City Manager  
Niki Hill, Economic Development and Planning Associate  
Kathleen Castle, City Planner  
Mark Maloney, Public Works Director

Planning Commission: Steve Solomonson, Chair  
John Doan  
Brian McCool  
Kent Peterson  
Pat Schumer  
Elizabeth Thompson

Ramsey County Sheriff Dept.: Commander Ty Sheridan

Ramsey County Board of Commissioners: Commissioner Blake Huffman

Community Organizations Representative: Tom Lemke

**PUBLIC MEETING SAFETY**

Mayor Martin referred to the shooting which occurred recently in New Hope. Commander Sheridan was invited to this meeting to discuss safety issues with the Council and Planning

Commission. City Manager Schwerm indicated that the City is unable to ban weapons from City Hall because it is a public building. For several years, the City Council has had a deputy in plain clothes attend all Council meetings, which could also be done for Planning Commission meetings if Commissioners feel it is needed.

Commander Sheridan stated that he has served on the SWAT team for 15 years. While it is difficult to give specific instructions on what to do if there is an active shooter, it is recommended that people get away from the situation, if possible. If that option is not available, the next best thing to do is hide, and the last option, if necessary, is to fight the person off. If someone comes in who is angry at the Council or Commission that person is typically angry at one or two people and those will be the ones focused on. Members should run the opposite way of the focus of the shooter.

There is an active shooter program that the Sheriff's Department has held for government, businesses, and colleges, and he would welcome the opportunity to put on a class for the City. He and City Manager Schwerm have discussed whether or not the deputy in attendance should be in uniform. There are advantages and disadvantages both ways. A uniformed deputy may be the first person of focus for a shooter. If the shooter is successful, meeting members have no protection. If the deputy is in plain clothes, the shooter may not know who is who. His preference is to switch deputies in uniform and not in uniform to be inconsistent so a shooter would not know what to expect. He differentiated incidents that occur in malls as compared to small venues like City Council meetings. At malls, the person is looking for body count--to make a big splash. At a government meeting, there is a passionate person who is typically very angry at someone or at a few people.

Mayor Martin asked Planning Commissioners if they have felt unsafe during public hearings or during meetings. She noted that there is a panic button, but she would feel more comfortable if a deputy attended Planning Commission meetings. Chair Solomonson responded that there was one person who made him nervous.

Commissioner McCool stated that it is comforting to know a deputy would be present when members leave the meeting to go to their cars, especially if an unpopular decision was made.

Councilmember Johnson stated that Councilmembers and Planning Commission members work very hard for the City and it is important to have a system that insures their safety, even though Shoreview is a great community with great people.

Councilmember Quigley stated that he would support a training session that would be useful to Planning Commissioners and City Councilmembers in the event of a disruption so members have a reaction plan.

Commander Sheridan cautioned that there is a shock and awe reaction factor. It is important to realize that a key response factor is the loss of dexterity. Even trained deputies have diminished dexterity. That is why any response plan needs to be as simple as possible.

Mayor Martin thanked Commander Sheridan for his time and input. She asked all members to notify City Manager Schwerm of anything that happens to make members feel unsafe.

It was the consensus of the Council to hold a training session with the Sheriff's Department.

### **JOINT MEETING WITH PLANNING COMMISSION TO REVIEW ACCESSORY STRUCTURE REGULATIONS**

#### **Presentation by City Planner Kathleen Castle**

The City's regulations pertaining to accessory structures were amended in 2006 in response to the size of accessory structures being built in residential neighborhoods. The standards were tightened for sizes of sheds, garages, attached garages, and gazebos. The amendments considered lot size, the size home, building height, exterior design and the intent of the structure with the intent that the residential use and structure is the primary use of the property. No accessory structure would become the dominant feature on the property. The amendments defined different regulations for properties one acre or larger and properties that are less than one acre.

Regulations for properties under one acre limit attached garages to 1000 square feet or 80% of the dwelling unit foundation area. If there is no attached garage or only a one-car garage, then a detached garage can be built of up to 750 square feet or 75% of the dwelling unit foundation area. A second accessory structure can be built of up to 150 square feet on a property less than one acre in size. If requested, a secondary accessory structure could be allowed up to 288 square feet with a Conditional Use Permit. That means the larger accessory structure use is allowed in the zoning district and meets certain conditions. A Conditional Use Permit requires a public hearing held through the Planning Commission. If the standards are exceeded, then a variance is needed. It is harder to get a variance as there must be proof of undue hardship showing three circumstances: 1) no impact to the character of the neighborhood; 2) unique circumstances to the property not caused by the property owner; and 3) reasonable use of the property.

For properties that exceed one acre, secondary accessory structures may be 288 square feet without a Conditional Use Permit. Anything larger requires a Conditional Use Permit. If the standards are met, it is difficult for the City to deny a Conditional Use Permit application. All properties are allowed a total limit of 1200 square feet of accessory structure or 90% of the dwelling unit foundation area, whichever is more restrictive.

The Planning Commission has discussed the regulations in response to a number of applications received and whether the regulations should be amended. There is concern about the increase in requests for accessory structures. From 2006 to 2014, there have been 18 Conditional Use Permits granted and 15 variances granted. There were 9 requests from properties of greater than one acre; 10 requests from riparian lots; and 23 requests for properties under one acre. Fourteen properties were granted Conditional Use Permits for accessory structures that totaled more than the maximum 1200 square feet.

One question is whether a 150 square foot limit is too stringent. Should there be a tiered system based on the size of the property. Another question is if the dwelling unit is large, then what is a reasonable size for an accessory structure? Also, riparian properties have different needs from non-riparian lots and there is the question of whether they should be treated differently.

Chair Solomonson stated variances should be the exception rather than the rule. Many of the variances seem reasonable, even though the Code is more restrictive. Lots vary in size and configuration. It seems there is a penalty if a garage is detached instead of attached because of the smaller size restriction. Because it is so difficult to deny a Conditional Use Permit, he would prefer all requests would go through the variance process.

Commissioner McCool stated that often the judgment is need vs. want. People want more storage space because they have a lot of stuff. On the other hand, most requests are not too outrageous and he finds himself sympathizing with many requests. His preference would be a standard that is comfortable for everyone and defines the limit for accessory structures in the City. There have been 11 variances since he has joined the Commission and all have been approved because they technically satisfy all the criteria. He is uncomfortable with some decisions because he does not believe they would withstand a legal challenge. He likes the idea of basing decisions on the size lot and would like to see a tiered system.

Commissioner Peterson asked if there is a reason why there is no maximum cap for properties over one acre. City Manager Schwerm stated that when the regulations were adopted, the focus was to address properties of less than one acre. It could be that 150 square feet is not large enough to accommodate reasonable size sheds. Commissioner Peterson stated that a tiered system makes sense because size of lot brings a whole range of differences. It is fairer to make a determination on a set ratio. He also felt that the Commission should examine whether there should be a maximum for larger lots.

Commissioner Schumer stated that he believes the regulations were in reaction to pole barns and agreed with considering a tiered system.

Mayor Martin noted that 150 square feet is a building that is 10 feet by 15 feet, which is large. A structure of 288 square feet is a one-car garage. She would like to know how other communities regulate accessory structures. Staff will check regulations of other cities. Mayor Martin suggested it might make sense to increase setbacks for larger structures on larger lots. She expressed her appreciation for the reflection of the Planning Commission on this issue, but she would err on the side of being conservative.

Councilmember Johnson asked if more ownership of more items like recreational vehicles, lawn mowers, snowmobiles, etc., is driving the need for more storage.

Councilmember Quigley stated that there seems to be a fair consensus in the decisions. The outcomes have met the goal of protecting land use within each zoning district. The conditions of individual lots and circumstances are difficult to quantify. It is a struggle, but he has been satisfied with the outcomes. He noted that riparian lots were not planned, and City regulations are trying to put order where there is too much variation.

Mayor Martin noted that rarely have the variances granted met all three criteria, but there have been very few appeals.

Councilmember Wickstrom stated that she is not comfortable with variances being granted and not meeting all criteria. She would like to see more objectivity.

Chair Solomonson stated that the most difficult variances to approve are the ones granted because the request is similar to what else is done in that neighborhood. He would like to pursue adding a maximum size for a Conditional Use Permit on larger lots. Otherwise, it is difficult to deny a questionable application if it meets the Conditional Use Permit criteria.

In summary, Mr. Schwerm indicated that it appears that most of the Council is open to some changes in the regulations, but, in general, the Council is appreciative and supports the decisions that have been made by the Planning Commission.

### **REVIEW OF HIGHWAY 96/SNAIL LAKE MARSH REGIONAL TRAIL MASTER PLAN AMENDMENT**

City Planner Castle reported that the Ramsey County Parks and Recreation Department (RCPRD) is in the process of preparing a Highway 96 Master Plan amendment to the Snail Lake regional trail to provide access through the Snail Lake marsh area with an overlook. The trail would be paved in accordance with ADA requirements. No funding is yet allocated for the project, as the amendment must be approved by the Metropolitan Council before the trail can be budgeted. City support is requested. The plan is being presented for Council review and comment before a formal resolution is submitted at a Council meeting for adoption.

The Bikeways and Trails Committee has reviewed the plan and supports adding the proposed trail. A rain garden was in the original plan that the Committee did not support. The rain garden has since been removed. There is a future City trail connection from the regional trail to Reiland Lane, which was discussed but would not be part of this County project.

The Parks and Recreation Commission also reviewed the proposed marsh trail and supports the project as it would provide better access to the area and be an enhancement for the City.

An open house was held at the end of January. About 50 people attended. There were mixed comments. Some would like the area to remain as it is with no improvements. Others agree that the trail would improve access and be an enhancement to the regional trail system. Some felt that the proposed trail connection would be an intrusion into the Reiland Lane neighborhood.

Councilmember Wickstrom stated that she attended the open house. A number of people would like to see the direct trail connection to Reiland Lane. Others treat the area as a private park and do not want a trail. There was discussion about paving versus a gravel path. She believes paving is better for anyone to access. The trail will be 8 feet wide, not 12 feet wide. She is pleased to see this amendment and supports the trail.

Councilmember Quigley stated that while trails can be contentious, more and more people will use them, and he sees the need as inevitable.

Mr. Schwerm explained that the trail to Reiland Lane would be at City expense. It was considered when the underpass was put in for Highway 96, but the cost of the underpass was more than anticipated and that trail was not completed. At that time, it was felt that the trail connection to the Highway 96 regional trail and then to either the sidewalk system through the Harbor Place neighborhood or the trail through the Snail Lake open space was sufficient.

Mayor Martin stated that while she has always supported the trail to Reiland Lane, the width of Reiland Lane is narrow with parking and there is no place to walk. A trail to Reiland Lane would invite people to walk and bike a street that was not built for that activity. There is not a lot of traffic, but any traffic coming into Reiland Lane has to go back out the same way. The trail from Scandia Shores is a long way to the east to get to the Community Center. This proposed trail would be a wonderful access from Reiland Lane and Amble Road to the Community Center.

It was the consensus of the Council to support this proposed trail amendment to the Snail Lake Regional Trail.

#### **DISCUSSION REGARDING SHOREVIEW LIBRARY PROPERTY**

Mayor Martin stated that Mr. Tom Lemke has met with all community organizations to find out future needs for space and is present for this discussion. The Council will be talking to community organizations at the next Council workshop meeting on March 9, 2015. However, Ramsey County is requesting a response to the purchase offer for the existing library by February 20, 2015.

City Manager Schwerm stated that the County plans to build a new regional library which is anticipated to begin later this year. The two residential properties south of the existing library have been purchased for the new library site. The County purchased one home; the City purchased the home at 795 Highway 96 and will be reimbursed by the County for the cost of the home plus demolition costs. When the City sold the existing library property to the County, part of the agreement was if the property were ever not used for a library, it would be offered back to the City at fair market value. The City has received a letter asking whether or not the City would be purchasing the property at an assessed value cost of \$5.3 million. The deed restriction also requires that potential reuse of the property by the County must either be for County office purposes or sold to another public entity that is consistent with the uses in the Commons campus.

Commissioner Huffman confirmed that while the Board has not approved any action at this time, it is definitely the intent of the County to reimburse the City for the property at 795 Highway 96.

Councilmember Quigley asked if there is any change in the status of the hockey rink owned by the County. Commissioner Huffman responded that a task force is being formed to evaluate usage of all county hockey rinks. The Shoreview rink has the highest usage. The ones that will

be kept will need upgrades. Mr. Schwerm noted that if the County should choose not to use the hockey rink property for a hockey rink, the property reverts back to the City.

Councilmember Quigley noted that there are mechanical challenges with the existing building that will need investment on the part of whoever purchases it. He raised the issues of signage for the new library and whether the new library will use some of the City parking lot. Mr. Schwerm stated that the library parking plan shows access from the ring road so the library would be oriented toward the Community Center. Overflow parking would likely use some of the Community Center parking lot.

Commissioner Huffman added that it is important for the library to become part of the City campus and orient it toward the campus.

Councilmember Wickstrom expressed concern about parking for the existing building, the new library and City parking and how it will all work with increased traffic and whether the ring road needs to be one way. Mr. Schwerm stated that the site plan will come through the City approval process. The design he has seen shows sufficient parking to accommodate library uses.

Mayor Martin stated that because of community needs, she believes it is worthwhile to discuss whether the County should expect the City to pay fair market value for the existing library when the City originally donated the land. The question is whether the Council would consider purchasing the property, if it were at a lower price. Even if the price were lower, the current library would need millions of dollars of renovations and upgrades to make it useable for City or community uses. There would also be maintenance and staffing costs. There has been no plan or preparation on the part of the City to purchase the existing library building.

Councilmember Johnson expressed concern that although the City has not planned for this purchase, if sold to another public entity, this property on the City campus would not be under Shoreview's control. It might be another 20 or 25 years before the opportunity is again presented to purchase this property.

Councilmember Wickstrom suggested purchasing the property and offering a long-term lease to the school district to make it worthwhile for the school district to make the necessary renovations. Mr. Schwerm stated that in that instance, the City would essentially become the banker for the project. Bonds would have to be issued over a number of years to finance the purchase. The County would probably like that because it would provide cash to the County for the new library project. That option could be pursued if control of the property is important to the Council.

Mr. Tom Lemke requested that before any decision is made, the document presented by the Community Summit representing all community organizations be reviewed. The Community Summit consists of all community organizations except the Community Foundation, which has now been invited to be part of the Summit. All the groups have potential to fund raise through grants and other sources that are available. The entire community has been impacted by the community organizations through art exhibits and the Sister City relationship with Einhausen. There is an opportunity to possibly have a new community theater group, if there were space. It

is impossible to put a value on these experiences. Some groups are at a point where they may cease to exist because there is not enough space to grow further. There are items the Historical Society owns that are scattered all over the City. These will be lost if there is not a central space for storage. The organizations cannot expand offerings without a building. He suggested trying to be creative, possibly by purchasing the building and renting a portion to the school district for income to pay for it, or let the school district buy it and rent space from the school district.

Mayor Martin stated that of all the groups, she believes Gallery 96 has the most potential to raise revenue through offering classes. However, purchasing the property would be a huge undertaking. The City's response has been to not to buy the property back. Mr. Schwerm added that the City is in the process of bonding for the water treatment plant and there is a goal to keep City bonding under \$10 million.

Commissioner Huffman stated that the County does not want to hold up plans for the new library. While he understands the tight time schedule for the City, he would hope the City will make a decision on whether to buy the existing building sooner rather than later.

Councilmember Quigley stated that he likes the idea of retaining some control over the existing library building for community use. The school district would be a great partner in use of the building. If the school district needs the whole building, community space will have to come later.

Councilmember Wickstrom suggested a clause that if the building were not to be used by the school district at some time in the future, the City would again have the opportunity to purchase it. As for community space, she is not sure this building would work well. It will be harder to retrofit spaces than to incorporate space into a new Community Center addition.

Mr. Schwerm stated that the County is coming to the City now because the deed stipulates the procedure of contacting the City for first purchase because the City donated the land. He noted that if the City is interested in purchasing the building, it would likely delay or change the library project. The City would have to get an architect involved to define the kinds of spaces needed and how to achieve those needs. The property was considered by a theater group that determined the building would not be a good fit. He believes it will cost a lot of money for renovations to the existing building for community uses.

Mayor Martin stated that if the building is sold to the school district, she would not see a need to put conditions or controls on the property. Because the City is the adjoining property, there would be input from the City on any questionable uses. Mr. Schwerm added that a change of land use would mean the property would have to be rezoned.

It was the consensus of the Council not to take title if the school district is the purchaser. The City would sign off on that agreement. Mr. Schwerm stated that the County needs a letter from the City stating that the City will not now purchase the property.

Commissioner Huffman stated that if the sale with the school district does not go through, the County will likely keep the building and use it for County purposes.

**OTHER ISSUES**

Mayor Martin noted that the City Council Goal Setting Session is planned for the April 13 workshop meeting beginning at 5:00 p.m.

The meeting adjourned.

**CITY OF SHOREVIEW  
MINUTES  
REGULAR CITY COUNCIL MEETING  
February 17, 2015**

**CALL TO ORDER**

Mayor Martin called the regular meeting of the Shoreview City Council to order at 7:00 p.m. on February 17, 2015.

**PLEDGE OF ALLEGIANCE**

The meeting opened with the Pledge of Allegiance.

**ROLL CALL**

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

Councilmember Wickstrom was absent.

**APPROVAL OF AGENDA**

MOTION: by Councilmember Quigley, seconded by Councilmember Johnson to approve the February 17, 2015 agenda as submitted.

VOTE:                                      Ayes - 4                                      Nays - 0

**PROCLAMATIONS AND RECOGNITIONS**

There were none.

**CITIZEN COMMENTS**

There were none.

**COUNCIL COMMENTS**

**Councilmember Springhorn:**

Commended Deluxe volunteers who taught a session to Junior Achievement students at Island Lake School. Anyone interested in finding out more can go to [www.jam.org](http://www.jam.org). Volunteers are needed for Turtle Lake Elementary School on March 4, 2015.

The Ponytail Posse and Height Differential teams will participate in the state tournament for Technical Challenge. It is open to the public on Saturday, February 21, 2015, at Prior Lake High School.

Chippewa Middle School is performing the *Sound of Music* February 25 through February 27, at 7:00 p.m. and Saturday, February 28, at 4:00 p.m. Tickets are \$7.00.

**Councilmember Johnson:**

Thursday, February 20, 2015, is *Taste of Shoreview* sponsored by the *Slice of Shoreview* Committee. It will be at the Community Center from 5:00 to 8:00 p.m. Tickets are available on the City website. All are invited.

**CONSENT AGENDA**

MOTION: by Councilmember Johnson, seconded by Councilmember Springhorn to adopt the Consent Agenda for February 17, 2015, and all relevant resolutions for item Nos. 2 through 9:

1. January 12, 2015 City Council Workshop Meeting Minutes
2. February 2, 2015 City Council Meeting Minutes
3. Receipt of Committee/Commission Minutes:
  - Human Rights Commission, January 21, 2015
  - Snail Lake Improvement District, February 2, 2015
  - Bikeways and Trails Committee, February 5, 2015
4. Monthly Reports:
  - Administration
  - Community Development
  - Finance
  - Public Works
  - Park and Recreation
5. Verified Claims in the Amount of \$1,049,725.98
6. Purchases
7. License Applications
8. Receive Feasibility Report for Turtle Lane Neighborhood and Schifsky Road and Call for Public Hearing
9. Developer Escrow Reduction

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

**PUBLIC HEARINGS**

There were none.

**GENERAL BUSINESS**

**ESTABLISH FEE SCHEDULE FOR 2014 OPERATION AND MAINTENANCE COSTS - SNAIL LAKE IMPROVEMENT DISTRICT**

### **Presentation by Public Works Director Mark Maloney**

The Snail Lake Improvement District (SLID) operations and maintenance costs are shared: 1) landowners pay 45.4%; 2) County pays 13.8%; and 3) City pays 40.8%. Landowners are billed quarterly for their portion of costs. Landowners are also billed quarterly for capital costs regarding the 2009 screening facility project that is being spread over 10 years. The previous year's expenses for 2014 are billed in 2015. The utility billing system is used to bill the operations and maintenance costs as well as the capital costs.

The lake was not augmented in 2014 because the lake level hit an all time record high. The pumps are turned off when the lake reaches the level of 882.7. The level was well above this mark the entire summer. Due to the high water level, huge mats of vegetation were dislodged from the lake bed and moved around by the wind. Damage was caused to the shoreline and to docks. Property owners expressed their concerns about the vegetation, and the SLID Board recommended removal of the mats at an estimated cost of \$50,000. This was approved at the City Council's July 21st meeting. It was understood that the cost for removal would be billed in 2015 in the same way that operations and maintenance costs are billed.

The total operations and maintenance (O&M) costs for 2014 were \$59,603.40. According to the formula, costs are allocated as follows:

City of Shoreview (40.8%)	\$24,318.19
Ramsey County (13.8%)	\$ 8,225.27
Property Owner Operations/Maintenance (45.4%)	\$27,059.94
Property Owner Debt Service Screening Facility	\$27,842.16
Historical Adjustment	( 274.94)

The total allocation of costs to property owners is \$54,629.16. The quarterly cost per residential unit, with 72 units, is \$189.68.

On February 2, 2015, the SLID Board reviewed and approved the 2014 O&M costs with the recommendation that the cost for removal of the vegetative mat be spread over a period of two years. The removal cost spread over two years reduces the quarterly billing from \$189.68 per residential unit to \$152.95 per quarter. Since its inception, SLID O&M costs have always been repaid in full the following year. Only one time have costs to property owners been spread over more than one year. That was for the capital cost in 2009 for the screening facility project, which was spread over 10 years. Staff believes the quarterly cost is not excessive. The 2010 quarterly cost was \$246.54, 30% higher than what is proposed for 2015.

Councilmember Johnson asked how many residents suffered damage from the vegetative mats. Mr. Maloney estimated that a dozen residents reported some damage.

Mayor Martin stated that this year could again bring unforeseen circumstances in addition to augmentation costs that were not necessary last year. There would be additional staff time to allocate over a two-year period. She would support the motion for paying of O&M costs in one year rather than the extra work for \$30 less per month.

**MOTION:** by Councilmember Quigley, seconded by Councilmember Springhorn to adopt Ordinance No. 928 establishing a fee schedule for the 2014 operation and maintenance cost of \$189.68 per quarter, associated with the augmentation of Snail Lake against the 72 residential units located within the Snail Lake Improvement District.

**ROLL CALL:** Ayes: Quigley, Springhorn, Johnson, Martin  
Nays: None

### **CITY CONSENT FOR COUNTY SALE OF EXISTING LIBRARY PROPERTY**

#### **Presentation by Asst. City Manager/Community Development Director Tom Simonson**

The proposal for the new County Regional Library is to build a new building just south of the existing library building. This means the existing building would need to be repurposed or sold. The County is requesting that the City exercise or decline option rights to purchase the existing library to allow the County to pursue potential uses/users. The City maintains land use and zoning control over the property, which only allows public and quasi-public uses.

As part of acquiring the new site, the County and City partnered in the purchase of the house at 805 Highway 96, and the house at 795 Highway 96. The City expects reimbursement from the County for the purchase and demolition costs.

Originally, the City donated the land for construction of the existing library. The 1990 purchase agreement and recorded deed of 1991 provide that should the County discontinue use of the property as an operating library, then the County shall offer the property back to the City for fair market value. If the City were to decline this offer, the County may use the building for County offices or other public uses.

The County has been discussing potential relocation of School District administration and other programs to the library site. School District uses would be compatible and consistent with other public uses on the Shoreview Commons civic campus. At its recent workshop meeting, the Council reached consensus to decline purchase of the existing library with expressed support for it to be purchased by the School District.

As a result of discussions with Ramsey County earlier in the day, a revised motion is presented for the Council to formally decline purchase of the existing library property with consent to the conveyance of the property for public purposes. Further, the City requests the buyer agree to be bound by the language restrictions of Paragraph 1 of the recorded deed dated May 23, 1991. Therefore, should the property come up for sale in the future, the City would again have the right of first refusal.

The motion has been changed to be conditional upon a County agreement with the Mounds View School District #621 for re-use of the Shoreview Library property. If there is no agreement with the School District, the City would again have the option to consider purchase. This allows the

County to move forward with School District negotiation and retain existing property restrictions if an agreement cannot be reached.

Mayor Martin stated that the Council is in full support of the new library initiative by the County. However, she is pleased with the new language in the motion to protect City control of the old library property.

Councilmember Quigley stated that although not listed, he would assume that School District activities and programs would be compatible with the City campus. He asked if the price is set at \$5.3 million. Mr. Simonson responded that there is protection in the agreement against uses that would not be compatible. The assessed value is \$5.3 million.

City Attorney Kelly stated that the two conditions on the deed require the County to continue to use it exclusively for County offices; or, if publicly owned, it can be used for public purposes compatible with the City's use as the adjoining property. If a use were not compatible, it would be a quiet title action of enforcement under the deed for the use to be compatible or the land would come back to the City.

**MOTION:** by Councilmember Quigley, seconded by Councilmember Johnson to subject the Buyer agreeing that the language contained in paragraph 1 of that Warranty Deed, dated May 23, 1991 and filed for record June 11, 1991 in the office of the Ramsey County Recorder as Document No. 2599472, shall be included in the Deed by which the Buyer takes title, the City of Shoreview agrees to waive its option rights to purchase the existing Shoreview library property from Ramsey County, which option rights are set forth in the Deed described above. This waiver applies only to a conveyance from Ramsey County to Independent School District No. 621.

Discussion:

Councilmember Springhorn stated that the School District has been buying, selling and renting property regularly over the last 10 years. An investment of this amount would probably mean a long-term location for the School District. He believes this is the most responsible action on the part of the City, since \$5 million is not budgeted to purchase the property.

Mayor Martin commented that she is pleased to see this language, which reflects what was discussed at the City Council workshop meeting.

**ROLL CALL:** Ayes: Springhorn, Johnson, Quigley, Martin  
Nays: None

### **ADJOURNMENT**

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

VOTE:                                      Ayes - 5                                      Nays - 0

Mayor Martin declared the meeting adjourned.

THESE MINUTES APPROVED BY COUNCIL ON THE \_\_\_ DAY OF \_\_\_\_\_ 2015.

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Terry Schwerm  
City Manager

**SHOREVIEW PLANNING COMMISSION  
WORKSHOP MEETING MINUTES  
December 16, 2014**

**CALL TO ORDER**

Chair Solomonson called the December 16, 2014 Planning Commission meeting workshop to order at 8:30 p.m.

**ROLL CALL**

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

**DISCUSSION**

*Nuisances*

The Staff reviewed existing regulations related to property maintenance, tall grass and weeds, nuisances and abatements. The City is proposing the text of Section 210 be amended to clarify the abatement process for tall grass and weeds. Language proposed includes tall grass and weeds as a nuisance condition thereby permitting the City to abate the nuisance. Due to the circumstances related to tall grass and weeds, language is also added to permit the City to abate the conditions immediately after a hearing is held by the City Council.

The Commission reviewed the proposed changes and indicated support since the revised text clarifies the process and provides consistency with current practice.

*Building Height*

The Staff reviewed regulations regarding to building height and past projects that have been approved where the maximum building height was exceeded. When building height is exceeded, findings need to be made that such a deviation provides a benefit to the City. While these findings have been made, it appears that the current 35-foot height limit is too restrictive and could be modified since the City is focusing on redevelopment.

Commission members generally supported height increases in areas outside of the R1 and R2 zoning district but also had some concerns that should be addressed with an ordinance revision. These included the impact of taller heights on adjoining lower density residential land uses and the visual impact from the public right-of-way. Consideration should be given to increased setbacks, varying the height of a structure using tiers and architectural design. The Commission did ask for additional information regarding height, how it is measured and structure setback requirements used in other communities.

This matter will be reviewed with the Commission again at a later date.

*Commissioner Assignments for 2015*

The Commission reviewed assignments for 2015. Staff noted that these assignments will be revised to add John Doan, a newly appointed Commission member.

**ADJOURNMENT**

The workshop adjourned at 9:10 pm.

**PARKS AND RECREATION COMMISSION  
MINUTES  
JANUARY 22, 2015**

**CALL TO ORDER**

Parks and Recreation Commission Chair Desaree Crane called the January 22, 2015 meeting of the Parks and Recreation Commission to order at 7:00 PM. After the call to order, Schwerm introduced new staff members Amy Ferguson who is the fitness coordinator who had just started in the position and Stephanie Schutta who works as a recreation program coordinator and was hired full time about six months ago. Stephanie is responsible for special event programming such as the concert series and Farmer's Market as well as several other program areas including senior programming. She has worked for the city for a few years in the Summer Discovery program and in other capacities.

**ROLL CALL**

Commission Members Present: Desaree Crane, Carol Jauch, Catherine Jo Healy, Charlie Oltman, Athrea Hedrick, Craig John, Tom Lemke and Sarah Bohnen.

Members absent: Linda Larson.

Others Present: Terry Schwerm, City Manager

**APPROVAL OF MINUTES**

Oltman moved, seconded by Lemke, approval of the December 11, 2014 minutes. Motion was unanimously adopted.

**REVIEW AND DISCUSSION-HIGHWAY 96/SNAIL LAKE MARSH MASTER PLAN**

Schwerm reported that Ramsey County was in the process of updating the Highway 96 Trail/Snail Lake Marsh master plan and was seeking City feedback on the proposed plan. The current plan calls for passive uses of the Snail Lake Marsh area which would include the extension and connection of trails through the area, creation of overlook areas for the wetland and lake, as well as restoration of some of the prairie, woodland and shore land areas. He also indicated that there is a potential future trail connection to Reiland Lane shown in the plan. He explained the history of this trail connection and noted that this trail was originally planned to be part of the Highway 96 underpass project to link residents to Snail Lake Regional Park. However, the cost of the underpass exceeded the original estimates and there was a second connection already in place off of Highway 96 either along Snail Lake Boulevard or adjacent to the Scandia Shores senior housing development. In addition to the cost, many residents along Reiland Lane were concerned about a possible trail connection at that time. This trail connection to Reiland Lane would not be constructed with the planned improvements by the County and would need to be funded as a separate City project.

Schwerm also noted that this area was also discussed as a potential site for a band shell that Guidant Corporation would have funded. There was a great deal of community discussion about the proposed band shell with many area residents being concerned about the potential noise from the facility and advocating for more passive uses in the Snail Lake Marsh Open Space. Commissioner Lemke indicated that he was very involved in the band shell discussions and was disappointed that they did not move forward. He said that Guidant eventually used the grant money to pay for a new chiller system for the Roseville Oval.

The Commission did review the proposed plan. Commissioner Lemke requested that the plan include either picnic tables or some type of sitting areas where users could enjoy a picnic lunch. The Commission also discussed what type of maintenance the area would require and would the City be involved. Schwerm indicated that still needed to be determined with the County, however if the trails were going to be maintained in the winter months, it would most likely be the City's responsibility.

### **STAFF REPORTS**

Schwerm indicated that the Community Center had another record year with a total of more than \$2.7 million in revenue. Membership, daily admission and rental revenues were either at or very close to their all time highs. He anticipates that the fund balance in the Community Center fund will again increase slightly after all expenses are finally complete. He also stated that the New Year's Eve party had record attendance with almost 900 people being at the event. Staff attributes the increase to the earlier time frame that has been established for the event that has everything occurring between 5:30 pm and the event ending time of 8:00 pm.

Schwerm also provided a brief update on the County's plans for a new regional library.

The Commission briefly discussed taking tours of other cities park facilities. Schwerm indicated that the Commission either needed to meet earlier on their regular meeting date or on a Saturday morning. He could drive and a Commission member with a larger car could also drive the group. He indicated that it would be best to visit other cities both in the winter, as well as in the late spring/early summer to view their facilities. After some discussion, it the Commission indicated an interest in touring some facilities at its regular February meeting if possible.

### **COMMISSION REPORTS**

None.

### **ADJOURNMENT**

There being no further business before the Commission, Crane moved, and seconded by Lemke, that the meeting be adjourned at 7:50 PM. Motion adopted unanimously.

**SHOREVIEW PLANNING COMMISSION  
MEETING MINUTES  
January 27, 2015**

**CALL TO ORDER**

Chair Solomonson called the January 27, 2015 Shoreview Planning Commission meeting to order at 7:00 p.m.

**ROLL CALL**

The following Commissioners were present: Chair Solomonson; Commissioners, Ferrington, McCool, Peterson, Proud, and Thompson.

Commissioner Schumer was absent.

**APPROVAL OF AGENDA**

Chair Solomonson noted that the Planning Commission will meet in a workshop session immediately following the meeting.

MOTION: by Commissioner Proud, seconded by Commissioner McCool to approve the January 27, 2015 Planning Commission meeting agenda as presented.

VOTE: Ayes - 6 Nays - 0

**APPROVAL OF MINUTES**

MOTION: by Commissioner McCool, seconded by Commissioner Ferrington to approve the December 16, 2014 Planning Commission meeting minutes, as presented.

VOTE: Ayes - 6 Nays - 0 Abstain - 1 (Peterson)

**REPORT ON CITY COUNCIL ACTIONS**

City Planner Castle stated that there were no actions to report.

**NEW BUSINESS**

**PUBLIC HEARING - TEXT AMENDMENT-SECTION 210 AND 211- PROPERTY MAINTENANCE, NUISANCES AND ABATEMENTS**

**FILE NO.:** 2558-15-01  
**APPLICANT:** CITY OF SHOREVIEW  
**LOCATION:** CITY WIDE

**Presentation by City Planner Kathleen Castle**

The text amendment proposed is to Section 210, *Nuisance*, and Section 211, *Property Maintenance*, to define tall grass and weeds as a public nuisance and clarify the abatement process. The first amendment to Section 211 specifies that lawn areas cannot exceed 9 inches in height. Native grasses are an exception. Vacant properties cannot have non-woody vegetation exceeding 18 inches in height. The reference to the Minnesota Statute section on noxious weeds is deleted, as that section has changed. The reference in the Code will just be to Minnesota Statutes.

In Section 210, *Nuisance*, 210.010 (B) language would be added to identify tall grass and weeds as a public nuisance. The reference to Minnesota Statutes is also updated.

Section 210.020, *Abatement Procedure* would be amended to add language to include noxious weeds and tall grass. The abatement procedure requires the Council to hold a public hearing after which abatement may be ordered immediately.

Notice of this public hearing was published in the City’s legal newspaper. No public comments were received. One Commissioner questioned the use of the term “growth height,” suggesting the term be changed to “height.”

Staff recommends the Text Amendment be forwarded to the City Council with a recommendation for adoption.

Chair Solomonson noted that he did not reference this item as a public hearing in the agenda and asked if the agenda should be changed. City Attorney Kelly agreed the agenda should be amended to reflect this item as a public hearing. He added that the notice for the public hearing was proper.

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

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

VOTE: Ayes - 6 Nays - 0

Commissioner Proud suggested the word “growth” and “growth height” be eliminated and that only the term “height” be used in each case that the two terms are referenced in order not to create ambiguity.

Chair Solomonson asked if the term “growth” is from state statute language. Ms. Castle answered, no, and she could not find use of the term in the horticulture industry.

Commissioner McCool stated that in Section 211.060 and 210.020 usage of the word “growth” is a different meaning. He would not propose eliminating the word “growth” but only eliminating it when it is used in the term “growth height.”

Commissioner Proud suggested tabling this matter to the next meeting to give staff time to make sure the wording is consistent.

Commissioner McCool responded that the specified change could be stated in the motion, as the Commission is not granting approval but forwarding it to the City Council.

**MOTION:** by Commissioner Proud, seconded by Commissioner Peterson to adopt Ordinance # approving the text amendment to Chapter 200, Development Code, including Section 210, Nuisances and Section 211, Property Maintenance, related to tall grass and weeds with the provision that the word “growth” is removed when used in the term “growth height.”

The recommendation is based on the following finding:

1. The proposed text change clarifies the City’s code enforcement practice relating to tall grass and weeds and supports neighborhood preservation efforts.

**VOTE:** Ayes - 6 Nays - 0

## **MISCELLANEOUS**

### **City Council Assignments**

Commissioners McCool and Doan will respectively attend the February 2, 2015 and February 17, 2015 City Council meetings.

### **2015 Planning Commission Chair and Vice Chair**

City Planner Castle reported that at the City Council’s January 5, 2015 meeting, Chair Solomonson was reappointed as Chair and Commissioner McCool as Vice Chair.

### **Workshop**

Chair Solomonson noted that the Planning Commission will hold a workshop meeting at 6:00 p.m. immediately prior to the next regularly scheduled meeting on February 24, 2015.

### **Joint Workshop**

Chair Solomonson stated that the Planning Commission will meet in a joint workshop with the City Council to review accessory structure regulations on February 9, 2015.

### **Workshop**

The workshop after this meeting will focus discussion on building heights.

This was Commissioner Proud's last meeting. Commissioners thanked him for his 17 long years of service. He has been a valued member who has offered good insight which has improved the Commission's work.

Commissioner Thompson thanked Commissioner Proud for all the help he has given her as a new member to the Commission. His experience and knowledge are really appreciated.

**ADJOURNMENT**

MOTION: by Commissioner Ferrington, seconded by Commissioner Thompson to adjourn the meeting at 7:23 p.m.

VOTE: Ayes - 6 Nays - 0

ATTEST:

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Kathleen Castle  
City Planner



Martin asked what would happen if expenses exceed \$1,000. Simonson explained that the expenditure is part of a property abatement assessment. The property owner enters into a cooperative agreement with the City to avoid litigation. As part of the agreement, the property owner has agreed to be assessed for the additional costs.

**MOTION:** by Quigley, seconded by Myrland, to accept the monthly EDA Financial Reports through December 31, 2014, and approve the following payment of claims and purchases:

1.	Community Reinvestment Fund - December 2014 Fund 307 (Date Paid: 12/24/14)	\$90.00
2.	EDAM (EDAM annual membership (subscription renewal) Fund 240 (Date Paid: 12/4/14)	\$395.00
3.	Minneapolis St. Paul Magazine (subscription renewal) Fund 240 (Date Paid: 12/4/14)	\$19.95
4.	Allen, Deanne (EDA Minutes - 12/1/2014) Fund 240 (Date Paid: 12/11/14)	\$200.00
5.	Bradley & Deike, PA (EDA Consulting - December 2014) Fund 240 (Date Paid: 12/11/14)	\$153.00
6.	Barsness, Kirstin (ED Consulting - December 2014) Fund 240 (Date Paid: 12/31/14)	\$2143.75
7.	LeeAnn Chin.com (EDA Meeting Supplies) Fund 240 (Date Paid: 12/18/14)	\$171.13
8.	Greenhaven Printing (Business Matters Newsletter) Fund 240 (Date Paid: 12/18/14)	\$669.86
9.	Greenhaven Printing (Business Exchange Invitations) Fund 240 (Date Paid: 12/31/14)	\$611.42
10.	Hilton Garden Inn (Holiday Business Exchange) Fund 240 (Date Paid: 12/31/14)	\$769.40
11.	The Hoarding Project (Cleanout 791 Crystal Circle) Fund 240 (Date Paid: 12/16/14)	\$324.00

**VOTE:**

**Ayes - 5**

**Nays - 0**

**GENERAL BUSINESS**

**RETAIL, GROCERY AND RESTAURANT MARKET ANALYSIS**

Simonson stated that The McComb Group, Ltd. was hired as a consultant to advise the City on potential options for the vacant Rainbow Foods site and possible sites in the City that could attract sit-down restaurants.

**Restaurants:**

Mr. McComb reported that there are 5 existing casual dining restaurants in Shoreview: Red Robin, Green Mill, Meister's Bar and Grill, Mansetti's Pizza and Jade House. The highest concentration of restaurants in adjacent communities is in downtown White Bear Lake and along Lexington. Each sit-down restaurant determines its own size, number of seats, parking ratio and income range goal. Restaurants have a wide variety of demographic characteristics. Some prefer trade areas. Others will locate on sites that are within a 3-mile range or 5-mile range of a trade area, or within a 10-minute drive time or 15-minute drive time. The following locations were identified in Shoreview as possibly attractive trade areas for a new restaurant: 1) Lexington and I-694 has the largest population trade area of 51,000; 2) the next largest is Rice and I-694; 3) then Lexington and Highway 96; and 4) Hodgson and Highway 96 is the smallest trade area. These sites meet the criteria for population of 100,000 to 125,000 within the preferred drive times. Restaurants look for an average household income of \$50,000 to \$80,000. There is no problem with average household income at any of the four identified locations. There are also good employment opportunities within the drive time criteria of 3 or 5 miles.

One of the key factors is restaurant sales goals, which range annually from \$2 million to \$5 million. A high sales potential is not necessary to have a nice restaurant. Smaller restaurants that would range in sales from \$2 million to \$3 million would fit the Shoreview market. The Shoreview shopping areas were evaluated for restaurant sales potential with the following results: Lexington and I-694 at \$2.8 million; I-694 and Rice Street at \$2.5 million; Lexington and Highway 96 at \$2.3 million; and \$2 million at Highway 96 and Hodgson Road. Compared to national data of retail centers and neighborhoods, the projected sales volumes were found to be within the criteria range. Assuming a restaurant would make sales of \$500 per square foot, the size restaurant that could be supported at Lexington and I-694 is 5600 square feet; 5000 square feet at I-694 and Rice Street; 4500 square feet at Lexington and Highway 96; and 4100 square feet at Hodgson and Highway 96.

Johnson asked if a freestanding restaurant would be more difficult to attract than one in a strip mall. Mr. McComb answered, no. He explained that typical locations are free standing, end cap or inline. The restaurants in the North Oaks Village Center are inline. Most casual dining prefers a free standing building with patio space.

Quigley noted that whether or not there is a view for patio dining makes little difference. Mr. McComb agreed and stated that outside dining in nice weather is often preferred because it is quieter.

Mr. McComb stated that there are a number of convenience stores that are vacant, which are potential redevelopment sites and possible opportunities for restaurants. The challenge to attracting a restaurant at the I-694 and Lexington site is that there are no other retailers to draw customers. Simonson noted that there will be a new highway interchange at I-694 and Rice Street, but the design has not been finalized. There may be potential for a restaurant on Owasso Boulevard on the south side and in the small strip mall on the north side.

Castle asked the potential for restaurants locating in mixed use buildings, such as the senior Lexington Shores building on Lexington and County Road D. There is approximately 5000 square feet of space available in that building. Mr. McComb stated that residential buildings tend to create a conflict between the energy of a restaurant and residents. Restaurants live off trade areas with sites of one to two acres in size.

Simonson asked the need for visibility and traffic volume. McComb stated that visibility and traffic are definitely positive factors.

Martin stated that it is hard to understand why the end cap site at the strip mall on Gramsie and Hodgson is not a good site with the Hodgson Road traffic and the fact that previously there have been successful restaurants in that location. She compared it to a Chinese eating place in a strip mall in White Bear Lake that is always busy and 50th and France where all retail is on the street. McComb stated that 50th and France is one of the most successful neighborhood shopping districts in the metropolitan area. While not having the traffic counts, they have the destination characteristic. The demographics are similar to Shoreview, but Shoreview does not have the street front environment. Shoreview needs a restaurant that is a destination site that is easy to get to.

McComb stated that the site at Lexington and Highway 96 would easily hold a restaurant. The parcels available on the west side of Lexington and Highway 96 will be difficult to develop with retail because of access issues. He sees residential potential for that area that will positively impact retail at the Shoreview Mall site.

McComb reported consulting with David Shea, an expert in restaurant design, who agreed that small neighborhood restaurants would be the most successful in Shoreview. He described the site at Hodgson and Highway 96. Mr. Shea would be interested in detailed information because it is a site with no competition. Simonson responded that this would help market the site and would fit with the plans discussed with the realtor.

It was the consensus of the EDA Board for Mr. McComb to pursue his contact with Mr. Shea and pass on information about the vacant Rainbow site.

### **Rainbow Site**

Mr. McComb noted that the competition for this site is the North Oaks Village Center, which consists of approximately 55,000 square feet and 14 retail stores. The trade area can definitely support more than 14 retail stores. Rainbow was the anchor of the trade area. The challenge is to find a new anchor. If square footage can be added to the site with different types of buildings, it will be the biggest retail development on the corner.

The grocery industry calculates sales per week while most other retail business calculates sales per year. The trade area food potential at the Rainbow site for 2015 is projected to be \$3.6 million. Based on the standard 7.5% market share, there would be the potential for \$430,000 in weekly sales. Rainbow was doing 6% of market share. It would not be a great challenge to add 1.5% for a successful grocer. The candidates include a conventional grocer or a natural food

grocer. Natural foods grocers are capturing 10% of sales nationwide. He believes in Shoreview those sales would be 15% of market share. There is room for a natural foods store in addition to the one that is at Lexington and Highway 96, and they would both be successful. Lund's or Kowalski's could be candidates.

A list of the types of stores that would have sales potential at the Rainbow site include: a grocer, drug store, hardware store, liquor store, limited service fast food, coffee shop, telephone store, pet store, home furnishings/gifts/decorative, auto parts, beauty services, photographic studio, fitness center. There appears to be sufficient market support for expanded retail development on this site. The challenge is how to assist with site characteristics that retailers are looking for. Retailers gravitate to sites with high traffic volumes. Shoreview has good traffic and higher income households. The problem is it is an interior site, and there are serious challenges to reusing the building because of the cost of upgrades that would be needed. The owner has partnered with a developer who has retail contacts and the ability to market the site.

Quigley asked what would be most appealing that the City could do to facilitate redevelopment. McComb answered that help with public infrastructure to relieve the developer of that cost would be a big enticement.

Simonson reported that staff met with Oppidan Development earlier in the day, the developer working with the owner of the Rainbow site. It was encouraging to hear that there is interest from grocers that would be viable in a facility of 25,000 to 40,000 square feet. This confirms the findings of Mr. McComb's report. Staff encouraged the property owner and developer to consider higher end grocers. It is all based on financial feasibility--whether it is financially feasible to tear down a building of 65,000 square feet. The City will look into whether the site can qualify for tax increment financing (TIF) in order to support the higher value of business the City is seeking. A lower end grocer would not create enough value to receive much tax increment. Once the Rainbow building has been inspected, the City will be in a better position to determine how the site can qualify for TIF. If the building is torn down, it is probable that TIF qualification can be for a longer period of time so there would be more increment in the pool to bring in a high end grocer. The City agreed to request the County to lower the value of the property because of the vacant building, which is obsolete. The layout of the site is challenging because of the location of the gas station and car wash. At this time, it is unlikely those businesses would be part of any redevelopment because the price for those properties is too high.

Johnson asked if interest remains from the grocers contacted earlier. Simonson responded that the market is too small for a HyVee. However, stores like Byerly's, Lund's and Kowalski's are successful with smaller footprints and would fit in this market. McComb added that Kowalski stores range from 10,000 to 35,000 square feet. Lund's and Byerly's would also fit under 40,000 square feet. He further suggested thinking about how to make a restaurant possible, rather than the fast food restaurants being considered by the developer. Simonson added that the demographic information from this report will support that effort.

Martin asked if it would be possible to invest in redevelopment of the site as a whole, including the gas station and car wash, rather than only assisting with tearing down the building and trying to find the right tenant. Simonson stated that is possible, but the price quoted by the developer is

astronomical for those two properties. He is convinced that redevelopment of the whole site is a long-term goal. There is not enough revenue to make it feasible for the City at this time. The best opportunity for redevelopment in the City is the Rainbow site. The second best opportunity is the old Shoreview Center on Rice and I-694. A developer has submitted plans to Vadnais Heights for a senior living facility across the street. There is also a potential agreement to purchase the retail center and possibly the adjacent property to the west to square that property off for a better development.

### **REVIEW/UPDATE DRAFT EDA WORK PLAN FOR 2015-2016**

Simonson stated that the first draft of the updated Work Plan is was presented at the last meeting, but staff is seeking EDA comments to ensure priority work items are listed before an in-depth plan is prepared. There were no additions from Board members. In the interest of time, the Board moved to the next agenda item.

### **DISCUSSION OF HOUSING IMPROVEMENT/REHAB LOAN PROGRAM OPTIONS**

Castle reported that the loan program was started in 2010 and limited to energy-related improvements to increase home values. The program was not initially used to the extent the City anticipated and was revised in 2011 and 2013 to include zero lot line homes, condominiums and townhomes. Non-energy related improvements and repairs were also added. In 2014, no loans were administered. This discussion is to consider the viability of a loan program and whether it should be expanded further, such as to focus on attracting first-time home buyers or providing an incentive to the significant number of seniors in the City to take on large home repairs and upgrades.

Simonson stated that when the loan program was established, there was a crisis in the real estate market. The idea of this program was to provide a resource when people did not have equity to draw on and could not find financing through regular channels. Many homeowners were facing negative loan to value ratios where mortgages exceeded the dropped value of the home. After a few years, the number of applications has dropped off. The current program does not offer any lower interest rates as an incentive. The City is gathering information on the types of loans that are successful in other cities, such as lower interest or a rebate if a homeowner stays in the home a certain period of time.

Johnson stated that with the average income of households, there must be few who would qualify for such a loan. Castle responded that the loan program qualification is 120% of the Shoreview median income, which is higher than other loan programs.

Martin asked if, when applicants who did not receive a loan, they indicated what they are looking for. Castle stated that the term of 10 years to recoup the interest paid on the loan appears to be too long a commitment for people to make. Shortening the term makes the payment higher. The interest rate for the Shoreview loan is 2% above prime. If the applicant does not stay in the home for 10 years, that interest is forfeited. The loan amount maximum of \$20,000 is another issue. Many loan programs are now raising the maximum that can be borrowed.

Quigley stated that he does not believe there no longer exists a big gap in financing for the City to address.

Denkinger asked if there is an issue in terms of awareness of this loan being available. Castle agreed this may be an issue. No direct marketing has been done. Denkinger asked further if there would be an opportunity to partner with realtors to encourage reinvestment in available properties and get feedback from realtors about what prospective buyers are saying. Castle noted that there is a realtor website that lists the loan program in Shoreview, but there has been no direct conversation with buyers. She suggested that new residents could be contacted through their new utility account.

Simonson stated that demographic analysis suggest many first-time homebuyers are going further north to buy a newer home at approximately the same price as they would find for an older one in Shoreview that may need upgrades or remodeling. Some cities are starting to provide added incentives for younger families to be able to purchase older homes. The reason for the \$20,000 limit is that there is only a total of \$300,000 available for the loan program.

Martin noted that \$20,000 does not go very far. She stated that she likes the idea that Coon Rapids is using that links buyers to architects who have the right ideas of how to remodel and improve property.

Johnson suggested contact with the top 10 realtors in the City that could provide information and feedback. She further suggested a Welcome Wagon benefit to new residents that would include coupons, a pass to the Community Center, and information about community services and businesses.

It was the consensus of the Board for staff to increase publicizing the program, initiate contact with realtors for feedback and continued review of other city programs.

### **UPDATES AND REPORTS**

These reports were postponed to the next meeting.

### **ADJOURNMENT**

MOTION: by Quigley, seconded by Myrland, to adjourn the meeting at 6:32 p.m.

**VOTE:**

**Ayes - 5**

**Nays - 0**

# DRAFT

## Minutes ENVIRONMENTAL QUALITY COMMITTEE February 23<sup>th</sup>, 2015 7:00 PM

### 1. CALL TO ORDER

The meeting was called to order at 7:05pm.

### 2. ROLL CALL

Members present: Tim Pratt, Lisa Shaffer-Schrieber, Susan Rengstorf, Lynn Holt, Paige Ahlborg, and Dan Westerman

Members absent: John Suzukids

Staff present: Tom Wesolowski

### 3. APPROVAL OF AGENDA

The agenda was approved with no changes or additions.

### 4. APPROVAL OF MEETING MINUTES – January 26th, 2015

The minutes were approved with one minor change to address a typing error under Roll Call.

### 5. BUSINESS

#### A. Chris Nelson – Clean Air Minnesota

Chris presented information on the Clean Air Minnesota. Gena Gerard from Environmental Initiative that convenes Clean Air Minnesota on behalf of the Minnesota Pollution Control Agency was also at the meeting to answer questions. Clean Air Minnesota's goal is to develop air quality projects that yield measurable emissions reductions to benefit our environment and the health of all Minnesotans. The Committee asked Chris what the City could do to be part of Clean Air MN. Chris stated the City's Economic Development could provide information to Businesses about PCS grants to improve air quality such as upgrades to fleet vehicles, education and outreach through the City's newsletter and on the website, diesel retrofits to City vehicles, ect. He also stated the Clean Air group is working to get their criteria incorporated into the Green Step program. Gena is a resource for the City to contact for help.

#### B. Review February 18<sup>th</sup> Speaker – Cindy Ojczyk – Green Remodeling

The EQC members that attended felt it was a great presentation with a lot of information. The presentation was broadcast live and also taped and it will put on the City's website.

#### C. Workplan Tasks

A quick review of the future speakers was provided:

- a. March 18<sup>th</sup> – Carole Gernes, Ramsey County Cooperative Weed Management Area – invasive species
- b. April 15<sup>th</sup> – Heather Holm, Author – What you can do for pollinators

Tom talked with Terry Schwerm and the EQC could meet with the Council in April or May. The Committee members prefer to meet in May. Tom will talk to Terry about meeting at that time.

### Community Solar

Tim stated that someone from the St. Paul Port Authority will be coming to the March meeting to provide information on the PACE program. John and Tim were not able to connect with Peter Lindstrom from the Clean Energy Resource Teams. They will continue to try to schedule a meeting. Tim provided a draft write-up for the Committee to review.

### Helping Pollinators

Suzan provided more information on what the federal government and the state of Minnesota have been going to help pollinators. The EPA has developed new labels for pesticides that are known to harm bees that include a bee advisory box and bee hazard icon. Minnesota has passed a law stating that a plant cannot be labeled as bee friendly if it has been treated with a systemic pesticide. Suzan provided a draft write-up for the Committee to review.

### Water Quantity/Quality

Paige provided a revised write-up with information on water use and ideas on how residents and the City could reduce water usage for the Committee to review.

#### D. Newsletter Topics

The next Shoreviews is the July/August edition and will be delivered in early July. Articles are due mid-April. The Committee asked what articles have run in past. Tom was not sure, but said he would send out an email list to the Committee. Some suggestions for articles were wood smoke education, pollinator article, and water reduction.

#### E. Public Works Update

Tom informed the Committee that the City has hired an individual for the Natural Resources Specialist position. Her name is Neva Widner and she will be starting in March, so will be able to attend the March EQC meeting.

A volunteer program for invasive species identification has been set-up for March 28<sup>th</sup> at City Hall. Carol Gernes from Ramsey County Conservation will be doing the training.

For the Schifsky Road Reconstruction project scheduled for this summer the City is considering the use of catch basin insert with filter cartridges. The cartridges filter out pollutants in the water and are replaced once they are dirty. They are used quite a bit on the east coast and have been used in Ohio and Michigan. The manufacturer is starting to push into the mid-west, but currently does not have any installation in Minnesota. The members thought the inserts sounded like a great idea.

#### F. Other

No other items were discussed.

#### G. Adjournment

a. The Committee adjourned at approximately 8:35pm.

## MOTION SHEET

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

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

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

Date	Description	
02/17/15	Accounts payable	\$31,437.99
02/19/15	Accounts payable	\$159,471.55
02/23/15	Accounts payable	\$51,435.55
02/26/15	Accounts payable	\$290,166.20
03/02/15	Accounts payable	\$95,891.85
<b>Sub-total Accounts Payable</b>		
02/20/15	Payroll 127757 to 127806 970950 to 971153	\$161,251.28
<b>Sub-total Payroll</b>		
<b>TOTAL</b>		<b>\$ 789,654.42</b>

ROLL CALL:	AYES	NAYS
Johnson		
Quigley		
Wickstrom		
Springhorn		
Martin		

03/02/15

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt	
AARP C/O TOY, BOY	AARP SMART DRIVER	225	43590	3174		003	-\$180.00	-\$180.00	
ABLE HOSE & RUBBER INC.	FIREHOSE GASKETS	701	46500	2180		001	-\$6.72	-\$6.72	
AARP C/O TOY, BOY	AARP SMART DRIVER	225	43590	3174		003	\$180.00	\$180.00	
ABLE HOSE & RUBBER INC.	FIREHOSE GASKETS	701	46500	2180		001	\$6.72	\$6.72	
AMERICAN TEST CENTER INC	SAFTEY INSPECTION UNIT 605	701	46500	3196		001	\$450.00	\$450.00	
AUTONATION FORD WHITE BEAR LAK	BALANCE DUE INVOICE 278438	701	46500	3190		001	\$842.43	\$842.43	
BOYER TRUCK PARTS INC.	SEAT COVERS UNIT 202	701	46500	2220		001	\$175.42	\$175.42	
BOYER TRUCK PARTS INC.	SEAT COVERS UNIT 311	701	46500	2220		001	\$175.42	\$175.42	
FACTORY MOTOR PARTS COMPANY	BATTERY UNIT 104	701	46500	2220		001	\$123.56	\$123.56	
FACTORY MOTOR PARTS COMPANY	WIPER BLADES	701	46500	2220		001	\$207.60	\$207.60	
I-STATE TRUCK CENTER	AXLE INTERLOCK UNIT 207	701	46500	2220		001	\$50.68	\$50.68	
LILLIE SUBURBAN NEWSPAPERS INC	PRESCHOOL OPEN HOUSE AD	225	43400	3390			\$633.00	\$633.00	
MALLOY, MONTAGUE, KARNOWSKI,	2014 AUDIT PROGRESS BILLING THRU 1/31/15	101	40500	3190		001	\$2,411.20	\$5,480.00	
		601	45050	3010			\$1,534.40		
		602	45550	3010			\$1,534.40		
MALONEY, MARK J.	EXPENSE REIMBURSEMENT NOV11-DEC31 2014	101	42050	3270			\$122.08	\$122.08	
MENARDS CASHWAY LUMBER *MAPLEW	MAIL BOXES AND POSTS	101	42200	2180		001	\$132.62		
MINNESOTA DEPARTMENT OF REV -	ON ROAD DIESEL FUEL TAX: JANUARY 2015	701	46500	2120			\$284.15	\$284.15	
MINNESOTA DEPT LABOR AND INDUS	BUILDING SURCHARGE REPORT: JANUARY 2015	101	20802				\$780.27	\$755.27	
		101	34060				-\$25.00		
NAPA AUTO PARTS	SMALL ENGINE OIL	701	46500	2130		001	\$35.88	\$35.88	
NAPA AUTO PARTS	FUEL FILTER UNIT 308	701	46500	2220		001	\$47.49	\$47.49	
NEOFUNDS BY NEOPOST	POSTAGE/INVOICE 11208152	101	40200	3220			\$3,000.00	\$3,000.00	
PRESS PUBLICATIONS	PRESCHOOL AD/WEDDING WEB AD	225	43400	3390			\$313.80	\$484.64	
		220	43800	2201		004	\$170.84		
RADCO INC	SEAT COVERS UNITS 310 & 304	701	46500	2220		001	\$521.90		
RICOH USA, INC.	LEASE: MPC3003 C84066191	101	40200	3930		002	\$273.62	\$273.62	
RICOH USA, INC.	LEASE 3 CITY HALL COPIERS 2/21-3/20/15	101	40200	3930		002	\$1,947.00	\$1,947.00	
SHAUGHNESSY, MICHAEL	REIMBURSEMENT/TERRA CONFERENCE PARKING	101	42200	4500		002	\$6.00	\$6.00	
ST. PAUL, CITY OF	PRESCHOOL BROCHURES	225	43400	3390			\$202.35	\$202.35	
STONEBROOKE EQUIPMENT INC	PLOW CUTTING EDGE UNIT 311	701	46500	2220		001	\$209.92	\$209.92	
TIGER OAK PUBLICATIONS INC	SPRING/SUMMER MN BRIDE MAG WEDDING AD	220	43800	2201		004	\$980.00	\$980.00	
WHEELER LUMBER LLC	POSTS AND HARDWARE FOR GUARD RAIL	101	42200	2180		001	\$198.80	\$198.80	
XCEL ENERGY	TRAFFIC SIGNALS: ELECTRIC	604	42600	3610			\$14,098.16	\$14,098.16	
Total of all invoices:								\$31,437.99	

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
A-1 HYDRAULICS SALES & SERVICE	HOSE FOR BROOM UNIT JD4210	701	46500	2220		002	\$29.21	\$29.21
AE2S CONSTRUCTION LLC	LED LIGHT SOUTH TOWER	601	45050	2280		005	\$276.09	\$276.09
ANDERSON, NANCY	TECHNOLOGY SELF DEFE	220	22040				\$25.00	\$25.00
ANDERSON, NANCY	ESTATE PLANNING	220	22040				\$50.00	\$50.00
BINDOULA, GAEDY ANEXANDRE	DODGEBALL REF FEB 4 & FEB 11	225	43510	3190		005	\$120.00	\$120.00
BOYD, LEAH	FACILITY REFUND	220	22040				\$25.00	\$25.00
CAPISTRANT, DANIELLE	FACILITY REFUND	220	22040				\$25.00	\$25.00
CARLSON, KELLEY	FACILITY REFUND	220	22040				\$25.00	\$25.00
COMMISSIONER OF REVENUE- WH TA	WITHHOLDING TAX - PAYDATE 02-20-15	101	21720				\$8,860.40	\$8,860.40
COMMUNITY HEALTH CHARITIES - M	EMPLOYEE CONTRIBUTIONS:02-20-15	101	20420				\$137.00	\$137.00
COORDINATED BUSINESS SYSTEMS	FEB MITA LASER USAGE/MAINT	101	40550	3860		004	\$145.26	\$145.26
CUB FOODS	SWEETHEART DANCE REFRESHMENTS/SUPPLIES	225	43580	2172		001	\$67.41	\$67.41
ENGINEERING, EXCEL	FACILITY REFUND	220	22040				\$300.00	\$300.00
ENVIROTECH SERVICES INC	CALCIUM CHLORIDE	101	42200	2181		002	\$2,018.99	\$2,018.99
FLEET FARM/GE CAPITAL RETAIL B	SUPPLIES FOR TASTE OF SHOREVIEW	270	40250	2180		001	\$15.99	\$15.99
GENESIS EMPLOYEE BENEFITS INC	VEBA CONTRIBUTIONS:02-20-15	101	20418				\$5,745.00	\$5,745.00
GENESIS EMPLOYEE BENEFITS INC	FLEX - MED/DEPENDENT CARE 02-20-15	101	20431				\$884.18	\$1,049.18
		101	20432				\$165.00	
GOPHER	VOLLEYBALLS	220	43800	2180		003	\$158.88	\$158.88
GRAINGER, INC.	ICE MACHINE WATER FILTER	701	46500	2183		001	\$13.63	\$13.63
GRAINGER, INC.	WATER FILTER FOR ICE MACHINE	701	46500	2183		001	\$161.66	
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$23.75	\$23.75
GRANDMA'S BAKERY	COOKIE SERVICE	220	43800	2591		003	\$22.68	\$22.68
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	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$17.12	\$17.12
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$17.12	\$17.12
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$16.16	\$16.16
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$16.16	\$16.16
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$16.16	\$16.16
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$16.16	\$16.16
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$16.16	\$16.16
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$16.16	\$16.16
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$16.16	\$16.16
GREENE, VICKI	FACILITY REFUND	220	22040				\$25.00	\$25.00
GROUP, BNOS YOUTH	FACILITY REFUND	220	22040				\$100.00	\$100.00
HAUTH, DANIEL	FACILITY REFUND	220	22040				\$25.00	\$25.00
HEGGIE'S PIZZA LLC	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$457.80	\$457.80
HILL, NICOLE	EDC MEETING SUPPLIES	240	44400	2180			\$26.83	\$26.83
HSU, LYDIA	FACILITY REFUND	220	22040				\$25.00	\$25.00
ICMA/VANTAGEPOINT TRANSFER-300	EMPLOYEE CONTRIBUTIONS PAYDATE:02-20-15	101	21750				\$6,586.82	\$6,586.82
ICMA/VANTAGEPOINT TRANSFER-705	ROTH CONTRIBUTIONS:02-20-15	101	20430				\$955.00	\$955.00
KEENE, MICHAEL	EROSION RED 5345 HODGSON RD RES 15-10	101	22030				\$500.00	\$500.00
KIDS' CLUB, CENTENNIAL	FACILITY REFUND	220	22040				\$132.48	\$132.48
LARSON COMPANIES	TRUCK OIL FILTERS	701	46500	2220		001	\$9.72	\$9.72
LEAGUE OF MN CITIES INS TRUST	INS CLAIM: PORTER REIMBURSEMENT	260	47400	4340			\$109.97	\$109.97
LEE, YANG	FACILITY REFUND	220	22040				\$25.00	\$25.00
MEHTA, SEEMA	PASS REFUND	220	22040				\$257.03	\$257.03
MINNESOTA CHILD SUPPORT PAYMEN	PAYDATE: 02-20-15	101	20435				\$137.00	\$137.00

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
MINNESOTA ENVIRONMENTAL FUND	MN ENVIRONMENTAL EMPL CONTRIB:02-20-15	101	20420					\$35.00	\$35.00
MN EARLY CHILDHOOD EDUCATOR'S-	EARLY CHILDHOOD CONFERENCE/BRYNTESEN	225	43555	2170				\$125.00	\$125.00
MTI DISTRIBUTING, INC	WHEELS FOR TORO GM3280 MOWERS	701	46500	2230		002		\$368.61	\$368.61
POWER SYSTEMS	GROUP EX TUBING/STEPS FOR GEX	225	43530	2170				\$8,624.62	\$8,624.62
PUBLIC EMPLOYEES RETIREMENT AS	EMPL/EMPLOYER CONTRIBUTIONS:02-20-15	101	21740					\$30,062.88	\$30,062.88
PUBLIC EMPLOYEES RETIREMENT AS	PERA DEFINED CONTRIBUTION:02-20-15	101	21740					\$246.10	\$246.10
SCHULTZ, JOAN	ESTATE PLANNING	220	22040					\$30.00	\$30.00
SMITH, KIM	FACILITY REFUND	220	22040					\$25.00	\$25.00
SUCHY, JENNY	FACILITY REFUND	220	22040					\$25.00	\$25.00
T.A. SCHIFSKY & SONS, INCORPOR	ASPHALT WINTER MIX	101	42200	2180		002		\$189.90	\$189.90
TARGET COMMERCIAL INVOICE	SUPPLIES FOR TASTE AND BUILDING	270	40250	2180		001		\$15.92	\$21.30
		220	43800	2180		002		\$5.38	
TDS METROCOM	TELEPHONE SERVICES	101	40200	3210		003		\$1,127.81	
		101	43710	3210				\$246.03	\$1,408.13
		601	45050	3210				\$34.29	
TREASURY, DEPARTMENT OF	FEDERAL WITHHOLDING TAX: 02-20-15	101	21710					\$21,743.92	
		101	21730					\$28,715.30	
		101	21735					\$6,715.76	\$57,174.98
UNITED WAY - GREATER TWIN CITI	EMPLOYEE CONTRIBUTIONS:02-20-15	101	20420					\$78.00	\$78.00
VANG, MARY	FACILITY REFUND	220	22040					\$100.00	\$100.00
VANG, PAZAO	FACILITY REFUND	220	22040					\$25.00	\$25.00
VINCO INC	EROSION RED 4615 VICTORIA ST RES 15-10	101	22030					\$500.00	\$500.00
VINCO INC	EROSION RED 4344 HODGSON RD RES 15-10	101	22030					\$2,000.00	\$2,000.00
VIRKUS, ROCHELLE	FACILITY REFUND	220	22040					\$25.00	\$25.00
WATER CONSERVATION SERVICE, IN	WATERMAIN LEAK LOCATE 4314 HIGHLAND	601	45050	3190		004		\$329.75	\$329.75
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001		\$23.21	\$23.21
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001		\$153.95	\$278.95
		220	43800	2591		003		\$125.00	
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001		\$1,626.49	
WEAVER, PAT	FACILITY REFUND	220	22040					\$25.00	\$25.00
XCEL ENERGY	LIFT STATIONS: ELECTRIC	603	45850	4890		003		\$118.72	\$118.72
XCEL ENERGY	TRAFFIC SIGNALS: ELECTRIC	101	42200	3610				\$601.90	\$601.90
XCEL ENERGY	SIRENS: ELECTRIC	101	41500	3610				\$61.84	\$61.84
XCEL ENERGY	SLICE OF SHOREVIEW: ELECTRIC	270	40250	3610				\$13.87	\$13.87
XCEL ENERGY	TRAFFIC SIGNAL: SHARED W/ARDEN HILLS	101	42200	3610				\$43.60	\$43.60
XCEL ENERGY	COMMUNITY CENTER: ELECTRIC/GAS	220	43800	2140				\$12,285.77	\$25,378.93
		220	43800	3610				\$13,093.16	
XCEL ENERGY	WATER TOWER:ELECTRIC	601	45050	3610				\$64.48	
XCEL ENERGY	SURFACE WATER: ELECTRIC	603	45900	3610				\$104.09	\$104.09
YALE MECHANICAL INC	REPAIRS TO AHU #3 GYM	220	43800	3810		004		\$751.75	\$751.75
YANG, GOU	FACILITY REFUND	220	22040					\$25.00	\$25.00
YANG, SUZY	FACILITY REFUND	220	22040					\$25.00	\$25.00
ZIEGLER, INCORPORATED	OIL FILTERS CAT 924H	701	46500	2220		002		\$14.35	\$14.35
ZOBAVA, MARY KAY	FACILITY REFUND	220	22040					\$25.00	\$25.00

Total of all invoices: \$159,471.55

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COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
3M	SIGN MATERIALS	101	42200	2180		003	\$318.75	\$318.75
AMERICAN WATER WORKS ASSOCIATI	AWWA MEMBERSHIP/WESLOWSKI	101	42050	4330			\$187.00	\$187.00
AMSAN BRISSMAN KENNEDY	FOAM CLEANSER/TOISSUE/CAN LINER/PPR TOWEL	220	43800	2110			\$2,410.49	\$2,410.49
AMSAN BRISSMAN KENNEDY	4 FT X 15 FT MAT	220	43800	2240		001	\$383.70	\$383.70
AMSAN BRISSMAN KENNEDY	BATH TISSUE/CAN LINER/FOAM SOAP	220	43800	2110			\$233.52	\$233.52
AMSAN BRISSMAN KENNEDY	HAND BODY LOTION	220	43800	2110			\$183.87	\$183.87
AMSAN BRISSMAN KENNEDY	RENOWN FOAM 200ML DISP DOVE GRAY	220	43800	2110			\$105.57	\$105.57
ASSURANT ADMINISTRATIVE OFFICE	LONG TERM DISABILITY: MARCH 2015	101	20412				\$2,008.56	\$2,008.56
BARSNESS, KIRSTIN	FEBRUARY EDA CONSULTING	240	44400	3190			\$2,232.50	\$2,232.50
BEISSWENGERS HARDWARE	TREE TRIMMING TOOLS	101	42200	2180		001	\$80.15	\$80.15
C & E HARDWARE	PAINT BRUSHES	601	45050	2280		005	\$9.72	\$9.72
C & E HARDWARE	HEX SET	701	46500	2400		003	\$9.99	\$9.99
C & E HARDWARE	SPACKLING FOR STOREROOM WALLS	701	46500	2183		001	\$10.99	\$10.99
COMCAST	CABLE FOR CC	220	43800	3190		001	\$152.94	\$152.94
COMMUNITY REINVESTMENT FUND	GMHC ADMIN FEES/NOV STMT/15 @ \$6	307	44100	4890			\$90.00	\$90.00
COMMUNITY REINVESTMENT FUND	GMHC ADMIN FEES/DEC STMT/15 @ \$6	307	44100	4890			\$90.00	\$90.00
DIAMOND VOGEL PAINT	FLOOR PAINT FOR STOREROOM	701	46500	2183		001	\$885.86	\$885.86
DOCK DOGS NORTHERN STARS	DOCK DOGS DEPOSIT FOR SLICE 2015	270	40250	3190		002	\$2,750.00	\$2,750.00
GOVERNMENT FINANCE OFFICERS AS	GFOA MEMBERSHIP: ESPE/THRU 2/29/2016	101	40500	4330		004	\$225.00	\$225.00
HAMLIN UNIVERSITY	2015 WATERSHED PARTNERS MEM - MALONEY	101	42050	4330			\$750.00	\$750.00
HAMMOND, CECILIA	VOLLEYBALL REF FEB 7,10,14,17	225	43510	3190		010	\$170.00	\$170.00
HAWKINS, INC.	GAS/LIQUID CHLORINE/SUPERBLUE/ACID	220	43800	2160		001	\$1,531.01	\$1,531.01
LARSON COMPANIES	FILTERS CAT924H LOADER	701	46500	2220		002	\$61.87	\$61.87
LEAGUE OF MINNESOTA CITIES	MN CITIES STORMWATER CONTRIUTIONS 2015	101	42050	4330			\$965.00	\$965.00
LIFE FITNESS	TREADMILL FOR FITNESS CENTER	405	43800	5300			\$7,204.08	\$7,204.08
MCCAREN DESIGNS INC	MONTHLY HORTICULTURE SERVICE	220	43800	3190		007	\$1,196.00	\$1,196.00
MENARDS CASHWAY LUMBER *MAPLEW	PAINTING SUPPLIES FOR STOREROOM	701	46500	2183		001	\$198.46	\$198.46
MINNESOTA DEPARTMENT OF REVENU	Sales Use Tax: JANUARY 2015	101	40100	4890		003	\$5.47	\$19,129.00
		220	43800	2140			\$4.00	
		220	43800	2240		001	-\$17.29	
		220	43800	2590		002	-\$7.73	
		220	43800	3610			\$11.29	
		220	43800	3810		005	\$17.61	
		240	44400	2180		001	-\$3.31	
		240	44400	4890			-\$1.75	
		601	45050	2280		005	-\$349.66	
		701	46500	2400			-\$5.63	
		220	21810				\$17,605.00	
		701	46500	2120		003	\$87.00	
		601	21810				\$1,774.00	
MINNESOTA DEPT OF PUBLIC SAFET	HAZARDOUS CHEMICAL REPORT FEE	220	43800	4890			\$100.00	
NORTHERN ELECTRICAL CONTRACTOR	LIGHTING REPAIRS/CC	220	43800	3810		003	\$778.51	\$778.51
NORTHERN ELECTRICAL CONTRACTOR	REPAIR HOCKEY LIGHTS/MCCULLOUGH PARK	101	43710	3190			\$373.17	\$373.17
ORIENTAL TRADING COMPANY	SUPPLIES FOR TASTE OF SHOREVIEW	270	40250	2180		001	\$44.99	\$44.99
PRECISION LANDSCAPE & TREE, IN	WO 14-50 1095 NELSON DRIVE-BLVD STUMPS	101	43900	3190		002	\$5.50	\$5.50
PRECISION LANDSCAPE & TREE, IN	WO 14-52 MCCULLOUGH PARK	101	43900	3190		002	\$296.00	\$296.00
PRECISION LANDSCAPE & TREE, IN	PRIVATE WO 14-52 480 SHERWOOD ROAD	101	43900	3190		003	\$277.45	\$277.45
SHORT ELLIOTT HENDRICKSON, INC	TURTLE LAKE AUGMENTATION	451	47000	5910			\$4,541.97	\$4,541.97
SRF CONSULTING GROUP INC	WATER TREATMENT PLANT TOPOGRAPHIC SURVEY	454	47000	5950			\$733.40	\$733.40
SWEENEY, FALLON	VOLLEYBALL REF FEB 10,14,17	225	43510	3190		010	\$102.00	\$102.00
TWIN SOURCE SUPPLY	TOILET PAPER	701	46500	2183		004	\$434.53	\$434.53

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
TYCO INTEGRATED SECURITY LLC	QUARTERLY SERVICE	101	40210	3190		008	\$94.00	\$94.00
UNIVERSITY OF MINNESOTA	TREE INSPECTOR TRAINING/N WIDNER	101	42050	4500			\$85.00	\$85.00
Total of all invoices:								\$51,435.55

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
HAMMOND, CECILIA	VOLLEYBALL REF JAN 27 & FEB 3	225	43510	3190		010		-\$68.00	-\$68.00
PRESS PUBLICATIONS	PRESCHOOL AD/WEDDING WEB AD	225	43400	3390				-\$313.80	
		220	43800	2201		004		-\$170.84	-\$484.64
ACTIVE NETWORK LLC.COM	TOTAL IMMERSION WORKSHOP:GRABOWSKI	220	43800	4500				\$495.00	\$495.00
ADVANCED ENGINEERING AND	WTP DESIGN CP14-02	454	47000	5910				\$226,660.00	\$226,660.00
ALL STATE NOTARY SUPPLIES.COM	NOTARY STAMP: HAMMITT	101	42050	2010				\$28.89	\$28.89
ALL STATE NOTARY SUPPLIES.COM	NOTARY STAMPS: KUSCHEL & ELLIOTT	101	40500	4330		011		\$26.12	\$52.23
		101	40210	4330				\$26.11	
ALL STATE NOTARY SUPPLIES.COM	NOTARY STAMP: HOFFARD, T.	101	40200	4330		010		\$28.89	
ALLEN, DEANNE	EDA MINUTES - 2/9/15	240	44400	3190				\$200.00	
ALLEN, DEANNE	MINUTES - 2/9 CC, 2/17 CC	101	40200	3190		001		\$400.00	\$400.00
AMAZON.COM	KIDS CORNER PRESCHOOL SUPPLIES	225	43555	2170				\$38.46	\$38.46
BEISSWENGER'S HARDWARE	REPAIR SUPPLIES CC	220	43800	2240		003		\$6.58	\$6.58
BENSON, AMY	TBALL LEAGUE AGE 4-5	220	22040					\$47.00	\$47.00
BRONSON, REBECCA	FACILITY REFUND	220	22040					\$25.00	\$25.00
C & E HARDWARE	TOGGLE BOLT	601	45050	2280		001		\$1.79	\$1.79
CHRIST, FOLLOWERS OF	FACILITY REFUND	220	22040					\$100.00	\$100.00
COCA COLA REFRESHMENTS	WAVE CAFE BEVERAGE FOR RESALE	220	43800	2590		001		\$697.13	\$697.13
COCA COLA REFRESHMENTS	WAVE CAFE BEVERAGE FOR RESALE	220	43800	2590		001		\$721.03	\$721.03
COMCAST.COM	MODEM 2 INTERNET CHARGES	230	40900	3190		002		\$137.85	\$137.85
COMCAST.COM	COMPLEX STAFF INTERNET SERVICES	230	40900	3190				\$137.85	\$137.85
CONSTANT CONTACT.COM	EMAIL MARKETING SERVICES: JANUARY 2015	220	43800	2201		007		\$28.00	\$56.00
		225	43400	4330				\$28.00	
DAN MCMAHON PHOTOGRAPHY INC	COUNCIL PHOTOS	101	40100	4890		003		\$320.00	\$320.00
DELICH, JOAN	FACILITY REFUND	220	22040					\$25.00	\$25.00
DIAMOND VOGEL PAINT	PAINTING SUPPLIES/STOREROOM	701	46500	2183		001		\$100.27	\$100.27
DOTGOV.GOV	RENEWAL DOT.GOV DOMAIN	101	40550	4330				\$125.00	
DYKSTRA, WENDY	VOLLEYBALL GRADE 6-8	220	22040					\$58.00	\$58.00
DYKSTRA, WENDY	VOLLEYBALL GRADE 4-5	220	22040					\$58.00	\$58.00
EVENTFUL INCORPORATED.COM	PIONEER PRESS EMAIL BLAST:TASTE OF SV	270	40250	4890		005		\$49.99	\$49.99
FALLGATTER, DARIA	VOLLEYBALL GRADE 6-8	220	22040					\$48.00	\$48.00
FINANCE & COMMERCE.COM	SUBSCRIPTION RENEWAL 2015	101	42050	4330				\$439.00	\$439.00
FLEET FARM/GE CAPITAL RETAIL B	SNOW BRUSHES FOR TRUCKS	701	46500	2180		001		\$44.96	\$44.96
FLEETPRIDE INC	RUBBER GLOVES/DOC CLEANING	701	46500	2183		002		\$34.36	\$34.36
GALE, BRIAN	VOLLEYBALL GRADE 6-8	220	22040					\$24.00	\$24.00
GARDIN, JANET	VOLLEYBALL GRADE 4-5	220	22040					\$58.00	\$58.00
GAS PLUS INC.	PREMIUM FUEL	701	46500	2120		001		\$159.18	\$159.18
GENESIS EMPLOYEE BENEFITS INC	FLEX - MED/DEPENDENT CARE 02-27-15	101	20431					\$1,246.89	
GOVERNMENT FINANCE OFFICERS AS	GFOA ANNUAL CONFERENCE: ESPE	101	40500	4500		015		\$380.00	\$380.00
GOVERNMENT FINANCE OFFICERS AS	TRAINING:ACCOUNT FOR INVESTMENTS/MALONEY	101	40500	4500		012		\$85.00	\$85.00
GOVERNMENT FINANCE OFFICERS AS	CREDIT RATING/CREDIT ENHANCEMENT: ESPE	101	40500	4500		016		\$85.00	\$85.00
GREEN MILL PIZZA	HRC POSTER CONTEST JUDGING SUPPLIES	101	40100	4890		004		\$107.20	\$107.20
GUNDLACH, DANA	PASS REFUND	220	22040					\$20.00	\$20.00
GUNKEL, CRAIG	FACILITY REFUND	220	22040					\$25.00	\$25.00
HAMMOND, CECILIA	VOLLEYBALL REF JAN 27 & FEB 3	225	43510	3190		010		\$68.00	\$68.00
HANSEN, JOANN	PASS REFUND	220	22040					\$40.00	\$40.00
HARTMANN, KAREN	FACILITY REFUND	220	22040					\$25.00	\$25.00
HEGGIE'S PIZZA LLC	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001		\$620.90	\$620.90
HILLS, HAROLD OR CAROL	REFUND CLOSING OVRPYMT-276 CO RD J W	601	36190			003		\$41.13	\$41.13
HILTON GARDEN INN	MEETING/Slice OF SHOREVIEW	270	40250	4890		006		\$102.48	\$102.48
HORAK, JULIE	VOLLEYBALL GRADE 4-5	220	22040					\$58.00	\$58.00

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
IDENTITY STORES, LLC	WAVE CAFE STAFF UNIFORMS	220	43800	2590		002		\$640.38	\$640.38
IDENTITY STORES, LLC	WAVE CAFE VISORS	220	43800	2590		002		\$196.23	\$196.23
INVER HILLS COMMUNITY COLLEGE	EMT REFRESHER COURSE: BUCK	220	43800	4500				\$263.00	\$263.00
JANES, ANJI	VOLLEYBALL GRADE 6-8	220	22040					\$58.00	\$58.00
JOHNSON, JOSH	VOLLEYBALL GRADE 4-5	220	22040					\$58.00	\$58.00
KUSCHEL, JODEE	MILEAGE REIMB/FEB MONTHLY PAYROLL MTG	101	40500	4500		004		\$20.13	\$20.13
MCCOMB GROUP LTD	RAINBOW STORE SITE ANALYSIS/2ND HALF	307	44100	4890				\$832.96	\$832.96
MCCOMB GROUP LTD	RESTUARANT MARKET POTENTIAL/2ND HALF	307	44100	4890				\$1,651.31	\$1,651.31
MCMASTER CARR SUPPLY CO	REPAIR SUPPLIES CC POOL	220	43800	2240		003		\$1,554.47	\$1,554.47
MINNESOTA GFOA.COM	JANUARY MONTHLY MEETING: ESPE	101	40500	4500		003		\$15.00	\$45.00
		101	40400	4500				\$30.00	
MINNESOTA METRO NORTH TOURISM	HOTEL/MOTEL TAX/JANUARY 2015	101	22079					\$14,045.05	\$13,342.80
		101	38420					-\$702.25	
MONOPRICE.COM	ETHERNET PATCH CABLES	101	40550	2010		001		\$173.33	
MORK, SHEILA	VOLLEYBALL GRADE 4-5	220	22040					\$58.00	\$58.00
NELSON, AMBER	VOLLEYBALL GRADE 6-8	220	22040					\$58.00	\$58.00
NEONOVA NETWORK SERVICES LLC	GOOGLE MESSAGE ARCHIVING-10 LICENSES	101	40550	3860		003		\$330.00	\$330.00
NEONOVA NETWORK SERVICES LLC	PRO-RATED GOOGLE ARCHIVING SERVICES	101	40550	3860		003		\$54.20	\$54.20
NEONOVA NETWORK SERVICES LLC	GGOGLE APPS FOR GOVT RENEWAL	101	40550	3860		003		\$6,255.00	\$6,255.00
NETWORK SOLUTIONS INC	RENEW WEB DOMAIN NAMES	101	40550	4330		002		\$167.95	\$167.95
NORTHSTAR CHAPTER APA	MEMBERSHIP RENEWAL: KUSCHEL	101	40500	4330		002		\$50.00	\$50.00
OLESON, SHERRY	PT SPEC WANDA 12SESS	220	22040					\$451.50	\$451.50
OPENTIP.COM	SHOP SUPPLIES	701	46500	2220		002		\$119.62	\$119.62
PANINO'S	EDA MEETING SUPPLIES	240	44400	2180		001		\$136.23	\$136.23
PAVLICK, JOHN	PASS REFUND	220	22040					\$400.00	\$400.00
PEARSON, JANA	FACILITY REFUND	220	22040					\$25.00	\$25.00
POSSEHL, KIRK	VOLLEYBALL GRADE 6-8	220	22040					\$48.00	\$48.00
PRESS PUBLICATIONS	PRESCHOOL AD/WEDDING WEB AD	220	43800	2201		004		\$170.84	\$170.84
PULSTAR	CRIMP TOOL/CRIMP TIES	701	46500	2400				\$84.63	\$84.63
RACK SOLUTIONS INC.	RACK SHELF FOR TINTRI STORAGE APPLIANCE	101	40550	2010		004		\$207.15	\$207.15
RAMBERG, JANICE	VOLLEYBALL GRADE 6-8	220	22040					\$116.00	\$116.00
RICH, KATHY	REFUND CLOSING OVRPYMT-512 CO RD J W	601	36190			003		\$17.78	
SAM'S CLUB DIRECT	FOOD FOR RESALE	220	43800	2590		001		\$305.45	
		220	43800	2591		003		\$307.74	\$613.19
SEEHUSEN, AMY	VOLLEYBALL GRADE 6-8	220	22040					\$58.00	\$58.00
SESCA	TASTE OF SHOREVIEW-RAFFLE	101	22079			317		\$1,455.00	
SIBER SYSTEMS	ROBOFORM 10 USERS LICENSE RENEWAL	101	40550	3860		011		\$199.50	\$199.50
SUBWAY	HRC POSTER CONTEST PRIZES	101	40100	4890		004		\$100.00	\$100.00
TARGET COMMERCIAL INVOICE	MERCHANDISE FOR RESALE	220	43800	2591		002		\$477.72	\$477.72
TEXON TOWEL & SUPPLY INC	TOWELS FOR RESALE	220	43800	2591		002		\$436.40	\$436.40
THE SUPPLIES SHOPS.COM	W2 ENVELOPES	101	40500	2010		005		\$100.42	\$100.42
THE SUPPLIES SHOPS.COM	CREDIT FOR RETURNED W2 ENVELOPES	101	40500	2010		005		-\$100.42	-\$100.42
THE TILE SHOP.COM	SILCONE CAULK	701	46500	2180				\$15.98	\$15.98
THE TYCON COMPANIES INC	REIMBURSE COST FOR VALLEY GUTTER INSTALL	571	47000	5900				\$6,374.00	\$6,374.00
TRANSACT TECHNOLOGIES, INC.	ETHERNET MODULE FOR PRINTER	101	40550	2180		001		\$94.57	\$94.57
TRI STATE BOBCAT, INC.	2015 BOBCAT S630 LEASE	701	46500	5800		002		\$4,992.48	\$4,992.48
TWIN SOURCE SUPPLY	BATH TISSUE	701	46500	2183		004		\$110.57	\$110.57
UNIVERSAL ATHLETIC SERVICE INC	PICKLEBALL TAPE (ISLAND LAKE)	225	43510	2170		019		\$39.00	\$39.00
UNIVERSITY OF MINNESOTA-VISA C	FESTIVAL/EVENT TRAINING: SCHUTTA	101	43400	4500				\$499.00	\$499.00
UTLEY, TINA	FACILITY REFUND	220	22040					\$25.00	\$25.00
VANG, MELINDA	FACILITY REFUND	220	22040					\$25.00	\$25.00

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
VERIZON WIRELESS	CELL SERVICE-1/11 - 2/10/15	101	44300	3190			\$35.00	\$1,452.55
		601	45050	3190			\$400.99	
		101	40200	3210		002	\$1,016.56	
VISR.NET	SOCKS FOR RESALE	220	43800	2591		002	\$358.46	\$358.46
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$1,504.35	\$1,504.35
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$1,488.68	\$1,488.68
WIMACTEL INC.	PAYPHONE: CITY HALL	101	40200	3210			\$60.00	\$60.00
XCEL ENERGY	WELLS ELECTRIC:GAS	601	45050	3610			\$6,531.90	\$7,157.76
		601	45050	2140			\$625.86	
XCEL ENERGY	WELLS ELECTRIC:GAS	601	45050	3610			\$1,155.24	
		601	45050	2140			\$93.82	\$1,249.06
XIONG, BEE	FACILITY REFUND	220	22040				\$25.00	\$25.00
YE, YUN	PASS REFUND	220	22040				\$40.00	\$40.00
Total of all invoices:								\$290,166.20

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
ADVANCED ENGINEERING AND	SECURITY CAMERA INTEGRATION TO SCADA	472	47000	5900			\$7,970.00	\$7,970.00
ALLIANCE BENEFIT GROUP INC	ANNUAL COBRA SERVICE FEE 2015	101	40210	3190		003	\$300.00	\$300.00
ARAMARK REFRESHMENT SERVICES	UNDER PAID ORIGINAL INVOICE	701	46500	2183		003	\$3.00	\$3.00
ARAMARK REFRESHMENT SERVICES	COFFEE & SUPPLIES MAINTENANCE CENTER	701	46500	2183		003	\$168.18	\$168.18
CDW GOVERNMENT, INC	NEW COMPUTER FOR GIS STAFF HIRE	422	40550	5800		011	\$1,470.33	\$1,470.33
CDW GOVERNMENT, INC	MONITORS FOR GIS STAFF HIRE	422	40550	5800		011	\$415.84	\$415.84
CDW GOVERNMENT, INC	UPS BATTERY REPLACEMENT	101	40550	3860		004	\$174.52	\$174.52
CULLIGAN	FILTER EQUIPMENT RENTAL SERVICE	220	43800	3190			\$88.00	\$88.00
ELECTRO WATCHMAN INC.	SECURITY MONITORING MAINTENANCE CENTER	701	46500	3196			\$74.85	\$74.85
FERGUSON WATERWORKS #2516	REPAIR CLAMPS	601	45050	2280		002	\$302.44	\$302.44
GALLERY 96 ART CENTER	2014 ANNUAL CONTRIBUTION	101	40100	3200		001	\$1,000.00	\$1,000.00
GALLERY 96 ART CENTER	2015 ANNUAL CONTRIBUTION	101	40100	3200		001	\$1,000.00	\$1,000.00
GOVERNMENT FINANCE OFFICERS AS	GAAFR REVIEW NEWSLETTER 3/1/15-2/29/16	101	40500	4330		004	\$50.00	\$50.00
GRAINGER, INC.	DRAINAGE MAT-BY POOL AREA	220	43800	2240		003	\$142.00	\$142.00
HIGH POINT NETWORKS, LLC	EXTREME CORE 24 PORT	422	40550	5800		007	\$13,331.00	\$13,331.00
HIRSHFIELD'S INC	PAINT FOR WELLS	601	45050	2280		005	\$93.90	\$93.90
KELLY & LEMMONS, P.A.	LEGAL FEES/JANUARY 2015	101	40600	3020			\$4,548.93	\$9,031.72
		101	40600	3030			\$4,062.79	
		101	40600	3040			\$420.00	
LEAGUE OF MINNESOTA HUMAN RIGH	2015 CITY ANNUAL DUES	101	40100	4330		007	\$100.00	\$100.00
MANSFIELD OIL COMPANY	UNLEADED FUEL	701	46500	2120		001	\$2,695.91	\$2,695.91
MCF-LINO LAKES	6 MONTHS DOC WORK CREW SERVICES	101	43450	3190			\$4,125.55	\$41,255.50
		101	43710	3190			\$8,251.09	
		101	43900	3190			\$4,125.55	
		601	45050	3190			\$10,313.88	
		603	45850	3190			\$10,313.88	
		701	46500	3196			\$4,125.55	
NORTHERN ELECTRICAL CONTRACTOR	REPAIRS IN INSIDE LIGHTS SITZER PARK	101	43710	3190			\$842.00	\$842.00
OFFICE DEPOT	GENERAL OFFICE SUPPLIES	225	43520	2170		002	\$11.78	\$297.42
		601	45050	2280		001	\$3.67	
		101	40200	2010		002	\$3.66	
		101	43400	2010			\$278.31	
OFFICE DEPOT	GENERAL OFFICE SUPPLIES	101	40200	2010		002	\$32.68	
		101	40210	2180			\$53.94	
OFFICE DEPOT	CALENDAR PLANNER	101	43400	2010			\$12.99	
OFFICE DEPOT	LABELS	101	40500	2010		008	\$7.19	\$7.19
OFFICE DEPOT	GENERAL OFFICE SUPPLIES	101	40200	2010		002	\$1.06	\$1.06
OFFICE DEPOT	GENERAL OFFICE SUPPLIES	101	40200	2010		002	\$1.80	\$1.80
OFFICE DEPOT	GENERAL OFFICE SUPPLIES	101	42050	2010			\$9.24	\$74.73
		101	43400	2010			\$65.49	
OFFICE DEPOT	GENERAL OFFICE SUPPLIES	230	40900	2180			\$39.39	
		101	40200	2010		002	\$19.68	\$210.03
		101	40800	2180			\$72.84	
		101	43400	2010			\$78.12	
ON SITE SANITATION INC	BUCHER/PORTABLE TOILET RENTAL	101	43710	3950			\$75.00	
ON SITE SANITATION INC	MCCOLOUGH/PORTABLE TOILET RENTAL	101	43710	3950			\$75.00	\$75.00
ON SITE SANITATION INC	SHAMROCK/PORTABLE TOILET RENTAL	101	43710	3950			\$75.00	\$75.00
ON SITE SANITATION INC	SITZER/PORTABLE TOILET RENTAL	101	43710	3950			\$75.00	\$75.00
ON SITE SANITATION INC	BOBBY THEISEN/PORTABLE TOILET RENTAL	101	43710	3950			\$75.00	\$75.00
ON SITE SANITATION INC	WILSON/PORTABLE TOILET RENTAL	101	43710	3950			\$75.00	\$75.00
ORKIN EXTERMINATING CO INC.	PEST CONTROL FOR COMM CNTR	220	43800	3190		004	\$166.89	\$166.89

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
ORKIN EXTERMINATING CO INC.	PEST CONTROL FOR LARSON HOUSE	101	40800	3190			\$81.33	\$81.33
PLANT & FLANGED EQUIPMENT COMP	CHECK VALVE KITS FOR WELLS	601	45050	2280		005	\$320.60	
PLUMMASTER, INC	PLUMBING REPAIR SUPPLIES	220	43800	2240		001	\$285.30	\$285.30
RAMSEY COUNTY LEAGUE OF LOCAL	2015 CITY MEMBERSHIP DUES	101	40100	4330		005	\$1,000.00	\$1,000.00
SHOREVIEW NORTHERN LIGHTS BAND	2014 ANNUAL CONTRIBUTION	101	40100	3200		002	\$1,000.00	
SHOREVIEW NORTHERN LIGHTS BAND	2015 ANNUAL CONTRIBUTION	101	40100	3200		002	\$1,000.00	\$1,000.00
ST PAUL PIONEER PRESS	JOB AD/0071259155 REFERENCE	101	40210	3360		002	\$543.50	\$543.50
STAR TRIBUNE	ENGIN/GIS & NATURAL RES/ACCOUNTANT	101	40210	3360		002	\$2,372.00	\$2,372.00
TELVENT DTN LLC	WEATHER SYSTEM PROGRAM ACCESS	101	42050	4330			\$1,548.00	\$1,548.00
TESSMAN SEED CO	ICEMELT FOR SIDEWALKS	101	43710	2260			\$138.00	\$138.00
TESSMAN SEED CO	ICE MELT FOR SIDEWALKS	101	43710	2260			\$210.00	\$210.00
UNIFIRST CORPORATION	UNIFORM RENTAL	101	42200	3970		001	\$39.03	\$156.15
		601	45050	3970		001	\$39.03	
		602	45550	3970		001	\$39.03	
		603	45850	3970		001	\$19.53	
		701	46500	3970		001	\$19.53	
UNIFIRST CORPORATION	UNIFORM RENTAL PARKS	101	43710	3970			\$61.00	
UNIFIRST CORPORATION	UNIFORM RENTAL CC	220	43800	3970			\$46.25	\$46.25
UNIFIRST CORPORATION	UNIFORM RENTAL	101	42200	3970		001	\$39.03	\$156.15
		601	45050	3970		001	\$39.03	
		602	45550	3970		001	\$39.03	
		603	45850	3970		001	\$19.53	
		701	46500	3970		001	\$19.53	
UNIFIRST CORPORATION	UNIFORM RENTAL PARKS	101	43710	3970			\$61.00	
UNIFIRST CORPORATION	UNIFORM RENTAL CC	220	43800	3970			\$157.76	\$157.76
VAN PAPER COMPANY	TRASH BAGS FOR PARKS	101	43710	2110			\$77.56	\$77.56
VIKING ELECTRIC SUPPLY INC	PHOTO CELL NO TOWER	601	45050	2280		005	\$13.13	\$13.13
VIKING ELECTRIC SUPPLY INC	LIGHT BULBS	701	46500	2183		001	\$61.20	\$61.20
YALE MECHANICAL INC	RADIANT CEILING PANELS-PARK&REC	220	43800	3810		003	\$2,990.00	\$2,990.00
YALE MECHANICAL INC	RADIANT CEILING PANEL-CITY HALL OFFICE	220	43800	3810		001	\$1,795.00	\$1,795.00
Total of all invoices:							\$95,891.85	

# Purchase Voucher

City of Shoreview  
 4600 Victoria Street North  
 Shoreview MN 55126

2015  
 DC

Vendor number	10206 1
Vendor name	XCEL ENERGY
Address	PO BOX 9477 MINNEAPOLIS MN 55484-9477

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

Return to:

Voucher	Date	Comment line on check	Invoice number	Account coding	Amount
47,315	02-11-15	COMMUNITY CENTER: ELECTRIC/GAS	5148429483	220 43800 2140 220 43800 3610	12,285.77 13,093.16
				VOUCHER TOTAL:	\$25,378.93
47,311	02-12-15	TRAFFIC SIGNALS: ELECTRIC	5162326923	101 42200 3610	\$601.90
47,310	02-10-15	LIFT STATIONS: ELECTRIC	5172997607	603 45850 4890 003	\$118.72
47,317	02-09-15	SURFACE WATER: ELECTRIC	5141595140	603 45900 3610	\$104.09
47,316	02-13-15	WATER TOWER: ELECTRIC	5168285301	601 45050 3610	\$64.48
47,312	02-09-15	SIRENS: ELECTRIC	5155157183	101 41500 3610	\$61.84
47,314	02-12-15	TRAFFIC SIGNAL: SHARED W/ARDEN HILLS	5155611264	101 42200 3610	\$43.60
47,313	02-12-15	SLICE OF SHOREVIEW: ELECTRIC	5168772674	270 40250 3610	\$13.87
Total:					\$26,387.43

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

# Purchase Voucher

City of Shoreview  
 4600 Victoria Street North  
 Shoreview MN 55126

Voucher Number	47,362		
Vendor number	01095 1	2015	
Vendor name	ADVANCED ENGINEERING AND		
Address	ENVIRONMENTAL SERVICES INC 4050 GARDEN VIEW DRIVE SUITE 200 GRAND FORKS ND 58201		

Date	Comment line on check	Invoice number	Amount
01-31-15	WTP DESIGN CP14-02	42050	\$226,660.00

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

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

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

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

Cooperative purchasing venture consideration requirement does not apply.

Return to:	
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Account Coding	Amount
454 47000 5910	\$226,660.00

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

Reviewed by: Tom Wesolowski 2/26/15 (mju)  
 (signature required) Tom Wesolowski

Approved by: Terry Schwerm  
 (signature required) Terry Schwerm

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

Quote 1	
Quote 2	
Explanation if no quote received	

# Purchase Voucher

City of Shoreview  
 4600 Victoria Street North  
 Shoreview MN 55126

Voucher Number	47,358
Vendor number	00471 1 <span style="float: right;">2015</span>
Vendor name	MCF-LINO LAKES
Address	7525 - 4TH AVENUE LINO LAKES, MN 55014-1099

Date	Comment line on check	Invoice number	Amount
02-17-15	6 MONTHS OF DOC WORK CREW SERVICES	00000259241	\$41,255.50

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

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

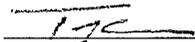
Purchase was made through another source. The state's cooperative purchasing venture was considered.

Cooperative purchasing venture consideration requirement does not apply.

Account Coding	Amount
101 43450 3190	\$4,125.55
101 43710 3190	\$8,251.09
101 43900 3190	\$4,125.55
601 45050 3190	\$10,313.88
603 45850 3190	\$10,313.88
701 46500 3196	\$4,125.55

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

Reviewed by:   
 (signature required) Dan Curley

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	

**LICENSE APPLICATIONS**

Moved by Councilmember

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Seconded by Councilmember

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To approve the License Applications as listed on the attached report dated March 02, 2015.

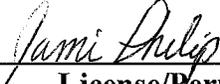
<b>ROLL CALL:</b>	<b>AYES</b>	<b>NAYS</b>
Johnson	_____	_____
Quigley	_____	_____
Wickstrom	_____	_____
Springhorn	_____	_____
Martin	_____	_____

March 02, 2015  
Regular Council Meeting

**CITY OF SHOREVIEW - LICENSE APPLICATIONS**  
**March 02, 2015**

<b>LICENSE #</b>	<b>BUSINESS NAME</b>	<b>TYPE</b>
2015-00034	A Tree Service Inc	Tree Trimmer
2015-00035	Rainbow Treecare	Tree Trimmer

The above licenses are recommended for approval:



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

## **PROPOSED MOTION**

**MOVED BY COUNCIL MEMBER:** \_\_\_\_\_

**SECONDED BY COUNCIL MEMBER:** \_\_\_\_\_

To adopt Resolution # 15-15 approving the Conditional Use Permit submitted by Michael Weber, 4136 Reiland Lane, to construct 280 square foot detached accessory structure on the property, subject to the following conditions:

1. The project must be completed in accordance with the plans submitted with the applications. 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 of the shed shall be consistent with the plans submitted and complement the home on the property.
3. The applicant shall obtain a building permit for the structure. The structure shall comply with the Building Code standards.
4. The accessory structure shall be screened from view of adjacent properties and public streets through the use of landscaping, berming, fencing or a combination thereof.
5. The structure shall not be used in any way for commercial purposes.
6. Said structure may be setback 6' from the rear lot line per Resolution 15-13, approving the Variance.

Said approval is based on the following findings of fact:

1. The proposed accessory structure will maintain the residential use and character of the property and is therefore in harmony with the general 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 a residential accessory structure 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.

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

Johnson	_____	_____
Quigley	_____	_____
Springhorn	_____	_____
Wickstrom	_____	_____
Martin	_____	_____

***Regular City Council Meeting***  
March 2, 2015

**TO:** Mayor, City Council, City Manager  
**FROM:** Niki Hill, Economic Development and Planning Associate  
**DATE:** February 26<sup>th</sup>, 2015  
**SUBJECT:** File No. 2561-15-04, Weber – 4136 Reiland Lane, Variance and Conditional Use Permit

## **INTRODUCTION**

Michael Weber proposes to construct a 280 square foot detached accessory structure on his property at 4136 Reiland Lane. The proposal requires a Conditional Use Permit since the property is less than 1 acre and the proposed shed exceeds 150 square feet in area. The intent of the CUP process is to review the proposal in terms of the Development Code standards and consistency with the Comprehensive Plan. The applicant proposes to build the shed 6 feet from the rear lot line, which is less than the 10 foot required setback. As such, a variance was requested and approved by the Planning Commission at their February 24, 2015 meeting.

## **PROJECT DESCRIPTION**

The property is located on the east side of Reiland Lane in the R1, Detached Residential District as are the surrounding properties to the North, South, and West. Snail Lake Regional Park lies to the East of the property. According to tax records, the lot has an area of 17,424 square feet. The property has a width of 118 feet with a depth of 149 feet. The property is developed with a single family home that has a foundation area of 1,724 square feet with a 576 square foot attached garage.

The applicant plans to construct a 280 square foot, 14' x 20' shed in the rear of their house. The proposed shed will be placed 10 feet from the north property line and 6 feet from the east property line. The 6' from the east property line is less than the required 10' setback and a variance was requested and has been approved. The structure location will be approximately 29 feet northeast of the house. On lots under 1 acre, a Conditional Use Permit is required to construct an accessory structure over 150 square feet. The applicant will submit a building permit application for this, which will be reviewed administratively upon conclusion of the Conditional Use Permit review process. Please see the attached plans.

## **DEVELOPMENT CODE**

### ***Accessory Structures – Section 205.082(C)(2)***

The accessory structure regulations were revised in 2006, adopting standards to ensure the compatibility of these structures with surrounding residential uses. In the R-1 District, two detached accessory structures are permitted. On parcels with an area less than 1 acre, accessory

structure floor areas that are larger than 150 square feet but less than 288 square feet require a Conditional Use Permit. The Conditional Use Permit process enables the City to review the proposed use for compliance to the Development Code standards and ensure compatibility with nearby land uses through a public hearing. The combined area of all accessory structures cannot exceed 90% of the dwelling unit foundation area or 1,200 square feet, whichever is more restrictive.

Accessory structures must be setback a minimum of 5 feet from a side lot line and 10 feet from a rear lot line, except when a Conditional Use Permit is required the minimum setback increases to 10 feet from all property lines. The maximum height permitted for detached accessory structures is 18 feet as measured from the roof peak to the lowest finished grade; however in no case shall the height of the structure exceed the height of the dwelling unit. In addition, sidewalls cannot exceed 10 feet and interior storage areas above the main floor cannot exceed an interior height of 6 feet.

The exterior design of the structure must be compatible with the dwelling and be similar in appearance from an aesthetic, building material and architectural standpoint. The proposed design, scale, height and other aspects related to the accessory structure are evaluated to determine the impact on the surrounding area. Building permits may be issued upon the finding that the appearance of the structure is compatible with the structures and properties in the surrounding area and does not detract from the area. The intent of these regulations and the City's Comprehensive Plan's policies is to ensure that the residential character of the property and neighborhood is maintained and that dwelling unit remains the primary feature and use of the property.

***Conditional Use Permit – Detached Accessory Structure – Section 205.082(D) (5)***

Attachment A summarizes the standards which must be met for the Conditional Use Permit to be granted. These standards address location, structure setbacks, screening, and exterior design. In addition, a Conditional Use Permit can only be granted upon the finding that the proposed use is in harmony with and conforms to the Comprehensive Plan policies and Development Code standards.

The proposal was reviewed in accordance with the Conditional Use Permit standards identified in the Development Code. The proposed structure complies with the City's standards regarding setback, height, and exterior design.

The following table reviews the proposal in terms of the adopted standards.

	Existing	Proposed	Development Code Standard
<b>Area</b>			
<b>Shed (Proposed)</b>	N/A	280 sf	150 sf to 288 sf for a detached structure
<b>Attached Garage</b>	576 sf	576 sf (33.4% of dfa)	1,000 or 80% (1000 sf) of the dwelling unit foundation, whichever is less.
<b>All Accessory Structures</b>	576 sf	856 sf (49.7% of dfa)	1,200 sf or 90% of the dwelling unit foundation area ( <b>1,200</b> sf) – whichever is more restrictive
<b>Setback</b>			
- Side lot line	N/A	20 feet	10 ft
- Rear lot line	N/A	6 feet*	10 ft
<b>Height</b>			
- Roof Peak	N/A	14.5 ft	18 ft
- Sidewall	N/A	8 ft	10 ft
<b>Exterior Design</b>		Similar roof design as existing house, similar shingles to Snail Lake Park shelters, and 12 inch wide vertical cedar boards with 1x3 inch cedar boards for battens colored to match house.	Compatible with the residence and be similar in appearance
<b>Screening</b>		Only visible to one neighbor. Plan to plant mutually acceptable vegetation to screen.	Structure shall be screened from view of public streets and adjoining properties with landscaping, berming or fencing

\* The 6ft setback is less than the required 10ft and a Variance has also been approved.

### APPLICANT'S STATEMENT

The applicant states that the detached accessory building will be used for storage of wood for his woodworking hobby and storage of outdoor equipment such as a lawn tractor and an 18.5 foot long canoe. The uses are incidental to the residential use of the property.

### STAFF REVIEW

In Staff's opinion, the proposed shed is in harmony with general purpose of the Development Code and Comprehensive Plan policies. The overall size of this structure when combined with all other accessory structures is less than 90% of the dwelling unit foundation area, therefore, the dwelling unit will remain the primary feature and use of the property. The use of the structure is incidental to the primary residential use of the property and will enhance the use of the property by providing additional indoor storage. This use is consistent with the residential use of the property and neighborhood.

## **PUBLIC COMMENT**

Property owners within 350' of the property were notified of the application. Two comments have been received. One neighboring resident is in support and the other comment is from Ramsey County Parks regarding concerns with the grading, drainage, and visibility. The applicant will be required to use appropriate erosion control resources during construction to address the grading and erosion concerns.

## **PLANNING COMMISSION**

The Planning Commission held the Public Hearing and reviewed the CUP at their February 24<sup>th</sup> meeting. The Commission approved a variance to allow the structure to have a 6 foot setback from the rear lot line. They also concluded that the structure was consistent with the purpose and intent of the Comprehensive Plan and met the CUP standards per the Development Code.

## **RECOMMENDATION**

The applicant's proposal is consistent with the Conditional Use Permit criteria and standards for detached accessory structures. The residential use of the proposed shed is in harmony with the general purposes and intent of the Development Code and Comprehensive Plan. The structure/land use conforms to the Comprehensive Plan and is compatible with the residential neighborhood. The existing home will remain the primary feature and use of the property.

Staff and the Planning Commission recommend the City Council approve the Conditional Use Permit and adopt Resolution 15-15, subject to the following:

1. The project must be completed in accordance with the plans submitted with the applications. Any significant changes to these plans, as determined by the City Planner, will require review and approval by the Planning Commission.
2. The exterior design of the shed shall be consistent with the plans submitted and complement the home on the property.
3. The applicant shall obtain a building permit for the structure. The structure shall comply with the Building Code standards.
4. The accessory structure shall be screened from view of adjacent properties and public streets through the use of landscaping, berming, fencing or a combination thereof.
5. The structure shall not be used in any way for commercial purposes.
6. Said structure may be setback 6' from the rear lot line per Resolution 15-13, approving the Variance.

### Attachments:

1. Attachment A – Conditional Use Permit, Standards for Detached Accessory Structures
2. Aerial Photo
3. Applicant's Statement and submitted plans
4. Comments received
5. Resolution 15-15
6. Motion Sheet

# ATTACHMENT A

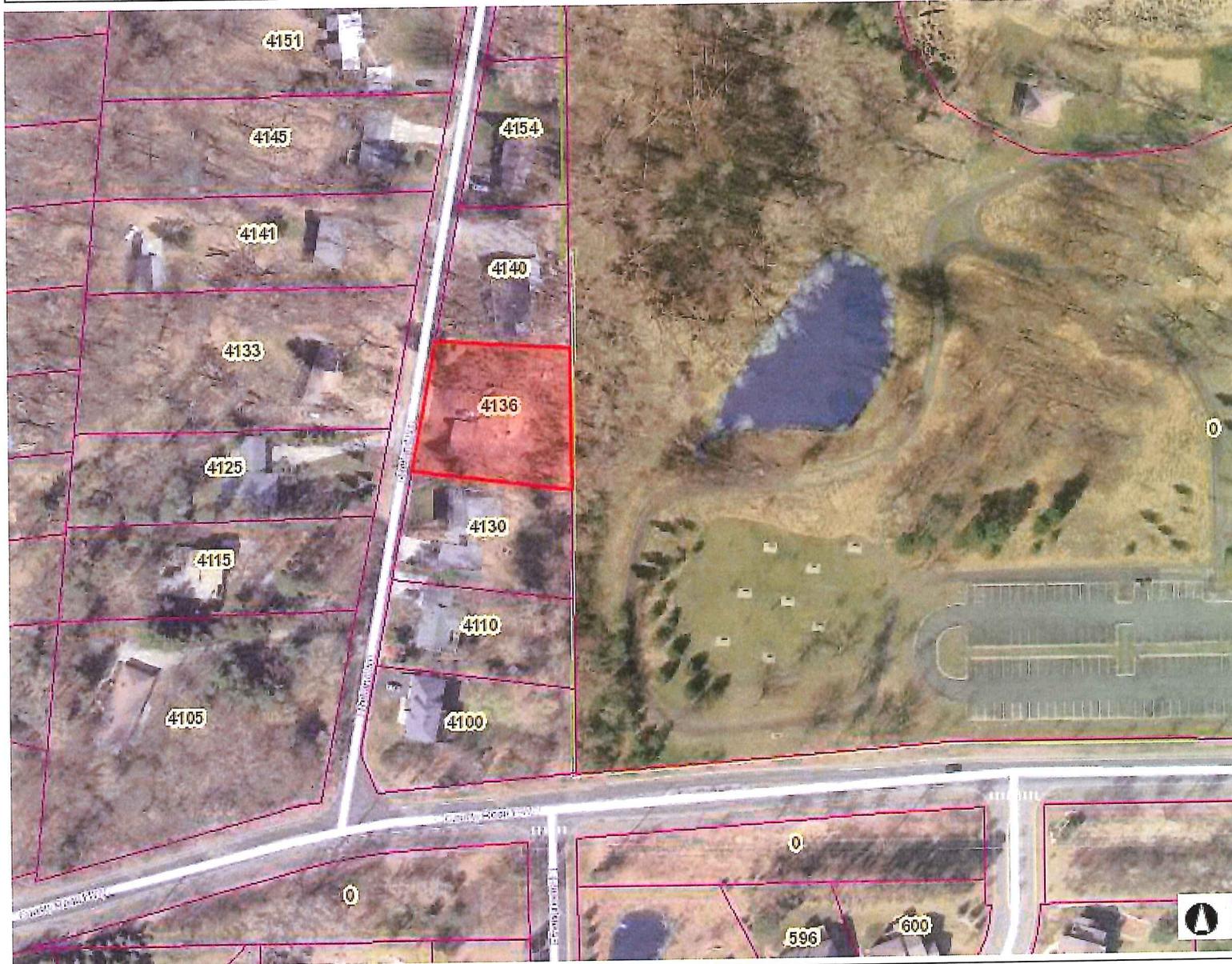
- (1) The accessory structure shall be located in the rear yard of the property except as otherwise permitted by this ordinance.
- (2) The accessory structure shall be setback a minimum of 10 feet from the side property line and 10 feet from the rear property line; however, the City may require greater setbacks to mitigate impacts on adjoining properties.
- (3) For parcels 1 acre or larger in size, the lot shall have a minimum area of 1 acre above the ordinary high water line of a lake, ponding area or wetland on the property.
- (4) The accessory structure shall be screened from view of adjacent properties and public streets through the use of landscaping, berming, fencing or a combination thereof.
- (5) The structure shall comply with the standards of Section 205.082(D) (5) of this ordinance.

## ***Conditional Use Permit Criteria***

Certain land uses are designated as a conditional use because they may not be suitable in a particular zoning district unless conditions are attached. In those circumstances, conditions may be imposed to protect the health, safety and welfare and to insure harmony with the Comprehensive Plan.

In addition to the standards identified above, the City Council must find that the use complies with the following criteria.

- (1) The use is in harmony with the general purposes and intent of the Development Ordinance.
- (2) The use is in harmony with the policies of the Comprehensive Guide Plan.
- (3) Certain conditions as detailed in the Development Ordinance exist.
- (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.



**Legend**



-  City Halls
-  Schools
-  Hospitals
-  Fire Stations
-  Police Stations
-  Recreational Centers
-  Parcel Points
-  Parcel Boundaries
-  Lakes - Neighboring Counties
-  Airports

**Notes**

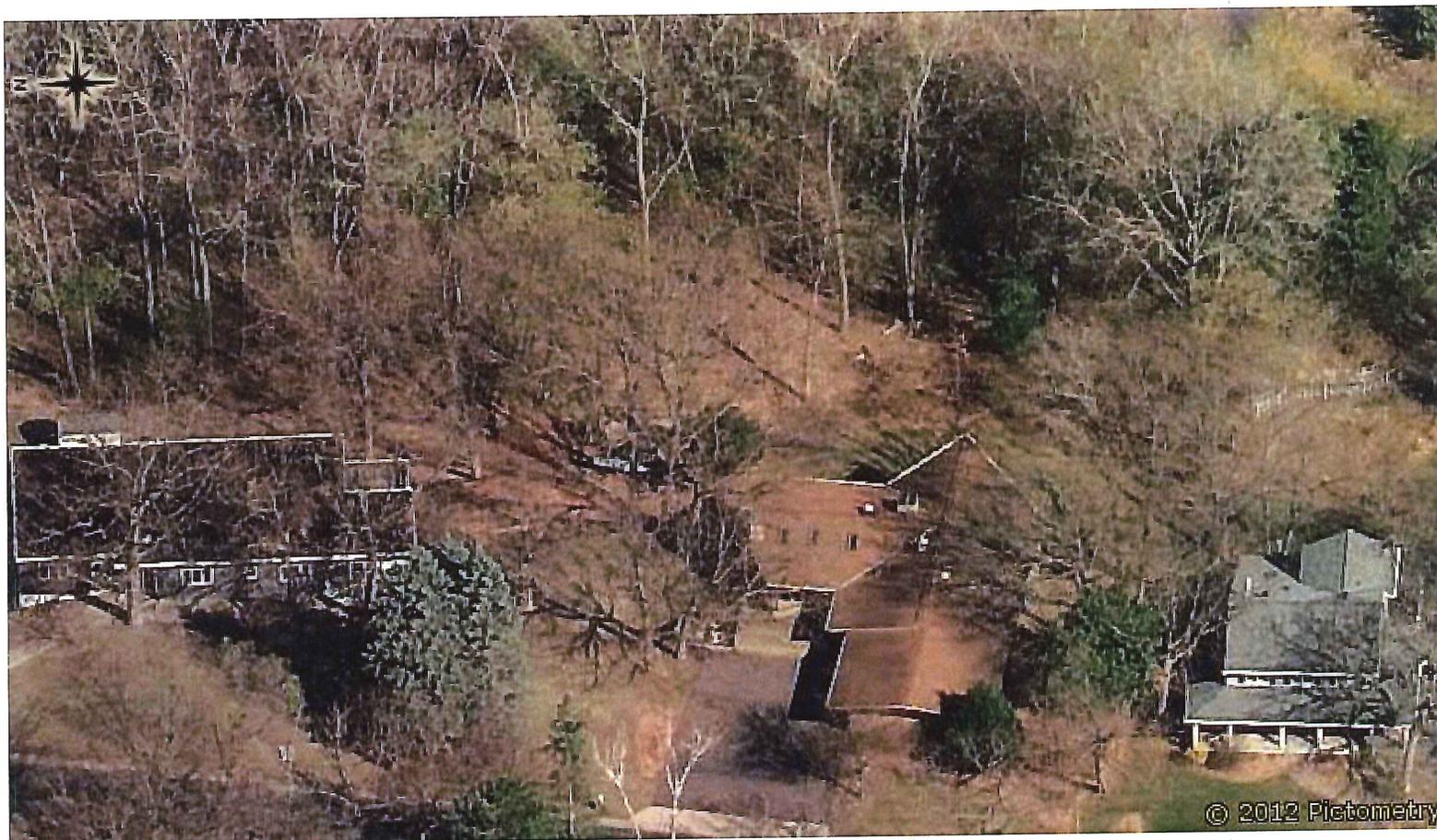
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NAD\_1983\_HARN\_Adj\_MN\_Ramsey\_Feet  
© Ramsey County Enterprise GIS Division

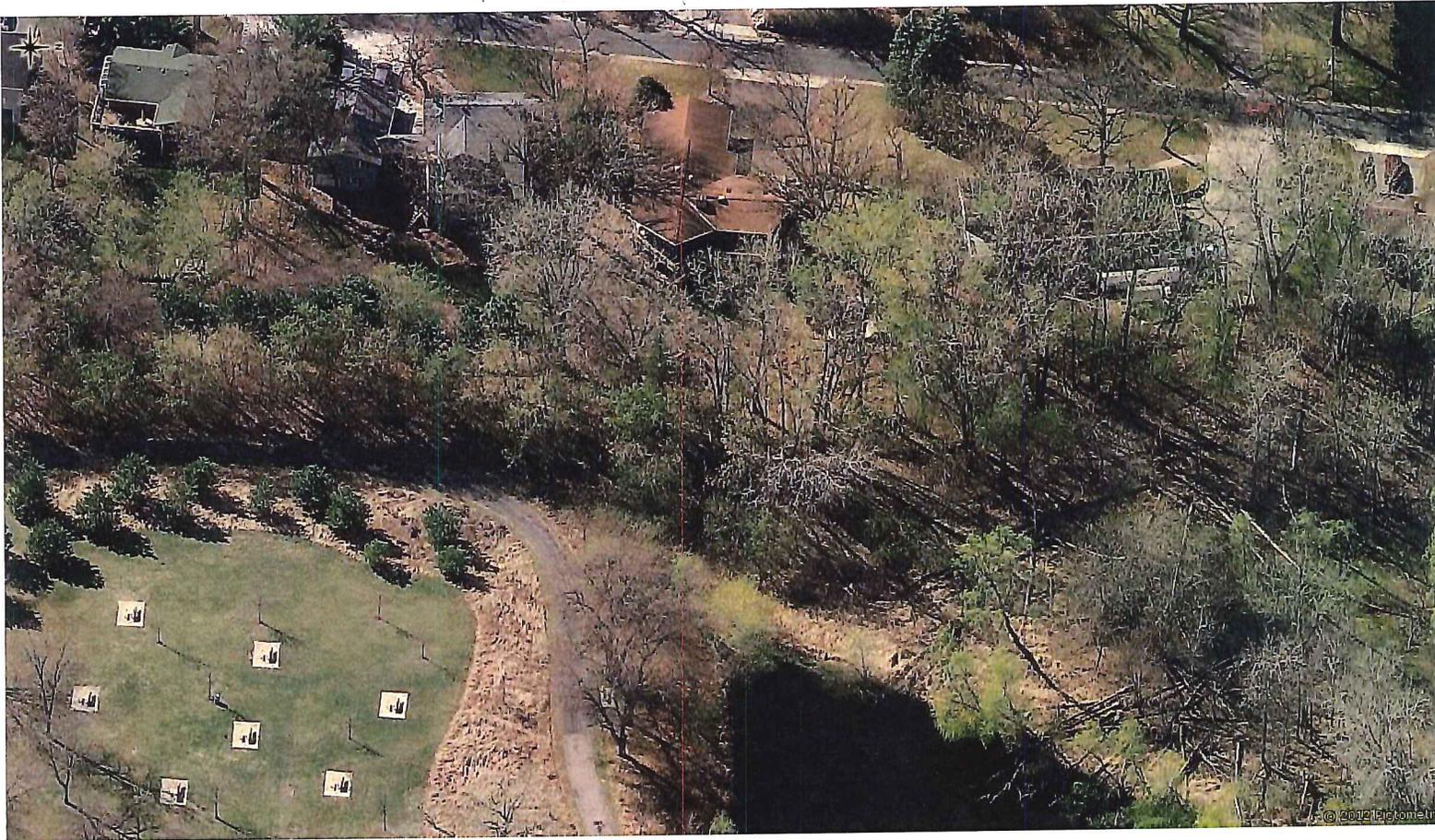
This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.

**THIS MAP IS NOT TO BE USED FOR NAVIGATION**



## 4136 Reiland Ln

Print Date: 02/18/2015  
Image Date: 03/25/2012  
Level: Neighborhood



## 4136 Reiland Lane

Print Date: 02/18/2015

Image Date: 03/25/2012

Level: Neighborhood



To: Department of Community Development  
From: Mike Weber, 4136 Reiland Lane  
Subject: Conditional use permit application for detached accessory structure  
Date: January 26, 2015

Dear Planning Commission members,

I have recently retired from corporate life and look forward to spending much more time on my woodworking hobby. In particular I enjoy making furniture for my house and for my children's homes from the finer woods that are available locally. These include walnut, cherry, and quartersawn white oak, and quartersawn red oak. My woodworking "shop" is in the small walkout basement of the 20 ft x 23 ft addition we built onto our house in 2002. I have never planned, nor wanted, to make for sale any items from this hobby. Most of my wood, which is still in rough sawn form, is currently being stored in my garage, under the back deck, and some outside under the eaves of the house. I was informed through the Shoreview SHINE program that the third is against city code. I had already planned upon retirement to build and move the wood to a shed for protection from the elements and from rodents. The SHINE program now requires immediate attention to this issue. The issue now is to build a shed where all of my various woods are easily accessible for sorting and choosing the right pieces for a given piece of furniture, without the loss of our garage space. This wood is not like construction lumber wherein all of it is the same and could be stacked in one huge pile. If it were, I could store it all in a shed of under 150 sq ft floor space. For fine furniture building I need a storage space with a sorting table as well as room for multiple small stacks of the wood for manageable wood selection of the right color, grain structure, and species, for a given project.

In addition to the wood storage, I need to buy and store a lawn tractor to make the lawn and various yard chores easier as I get older. Yet a third longstanding need is a place to store our expensive Winona Kevlar canoe. It is currently stored under the back deck, but the combination of theft concerns, and the nuisance of birds constantly making mud nests on the undersides of the seats, is causing me to look for an indoor storage space. This standard sized 2-person kevlar canoe is 18.5 feet long, which requires a shed of at least one outside dimension of about 20 feet.

Uses of the structure: Items 1) and 2) of Criteria for Review

As detailed above, the requested structure of 280 sq. ft. is intended solely to be used as a storage shed for valuable items, to protect them from the elements and from theft, and to provide sufficient room to access the items without the need to move most of them to get to any single one item.

Thus for the above stated reasons I am applying for a permit to construct a storage shed with outside dimensions of 14 feet by 20 feet, resulting in an area of 280 sq. ft. No electricity is needed, or planned, for this shed. Day-lighting (for natural light) will be important however, requiring windows, or more preferably, skylights. A third option is to use transparent roofing materials on the east side of the roof. From that direction, the structure can be approached only from a distance of about 300 feet due both heavy woods and to the Snail Lake retaining pond.

Meeting the conditions of the Development Ordinance:

3a) The building shall have an area between 150 and 288 square feet. The planned area is 280 sq. ft.

3c) Performance Standards per filing requirements: Support for the following information is given in Figures 1 through 6. Please note that a Standard Variance Application has been filed to request a setback of less than 10 feet from the rear property line.

3c) Items (1) and (2):

The property line and site map of Figure 1 shows the location of the accessory structure (the shed) and its position relative to the property lines and to the house are shown in Figure 1. The shed will be at least 6 feet from the rear property line, approx. 30 feet from the house, and 20 feet from the side property line. The side and rear property lines to our property are clearly marked by the Ramsey county park boundary markers. (The backside of our lot adjoins Snail Lake Park.)

3c) Item (3) n/a

3c) Item (4): Views and lines of sight to the structure:

The shed will only be visible to one neighbor, 4140 Reiland lane to the north of us. Prior to this request for permit, we had already discussed with that neighbor the plans for replacing shrubbery

on our adjoining property line that had recently died out. Our agreement was to proceed with a mutually acceptable planting of vegetation this coming spring, 2015. The existing landscaping and vegetation layout around the house and the proposed shed, added to Figure 1, is shown in Figure 2.

The top of the shed will be visible from the street to the east only along a short section of Reiland lane across a portion of our front yard. The shed will be at the bottom of the hill in our back yard, behind three large oak trees and a large Yew tree. The contours of this portion of our property is plotted in Figure 3 with a scale drawing of the south facing end of the shed. The elevation of the shed is shown in relation to the front yard and the rear property line. More details of the nearby trees are shown in Figure 4 along with a plan view of the shed. One small oak tree will need to be removed to accommodate the location of the shed. If the committee deems that additional screening of the shed is required, a variety of shrubs or evergreens could be planted to accommodate this need.

The east side of the shed may be visible in the winter from across the retaining pond (Evergreen Valley drainage to Snail lake retaining pond). However, this is at a distance of about 300 feet. In the spring, summer, and fall, the vegetation and trees will block this view. The asphalt walking trail around the south end of the retaining pond comes to within about 100 feet of the shed, but even in winter, this densely wooded area blocks the view of the shed quite well.

3c) Item (5): Structural details, architecture and aesthetics.

a) and b): The height and width of the shed is shown in Figure 5, along with the ground elevations before and after grading. Note that a minimum amount of grading and earth moving will be required. The sidewalls will be 8 feet and the maximum height of the shed will be about 14.5 feet.

c) No storage shelves or levels will be placed higher than 6 feet from the floor of the structure.

d), e) and f): Side views of the construction and architecture of the shed are given in Figures 6 and 7.

Regarding Figure 6, the house has a vee-shaped roof line on the garage towards the road, on the North addition, and on the east end as well. We plan to match this look with a similar shape on the south end of shed over the entrance to the structure. We also plan to use the same asphalt shingle color for the shed that we have on the house, a color that is very similar to the roofs on the shelters in Snail Lake Park. Regarding Figure 7, the exterior of our house is 12 inch wide vertical cedar boards with 1x3 inch cedar battens, and painted. We plan to match this look with the use of cedar plywood and solid 1x3 cedar boards for battens. The entire house and new addition was painted in 2002 and we still have the paint color specs so we can easily match the paint color.

The supporting structures of the shed will be constructed using Select grade pressure treated decay resistant lumber, and placed on frost proof support columns. The flooring will consist of 3/4 or greater thickness plywood, per engineering recommendations.

Figure 1

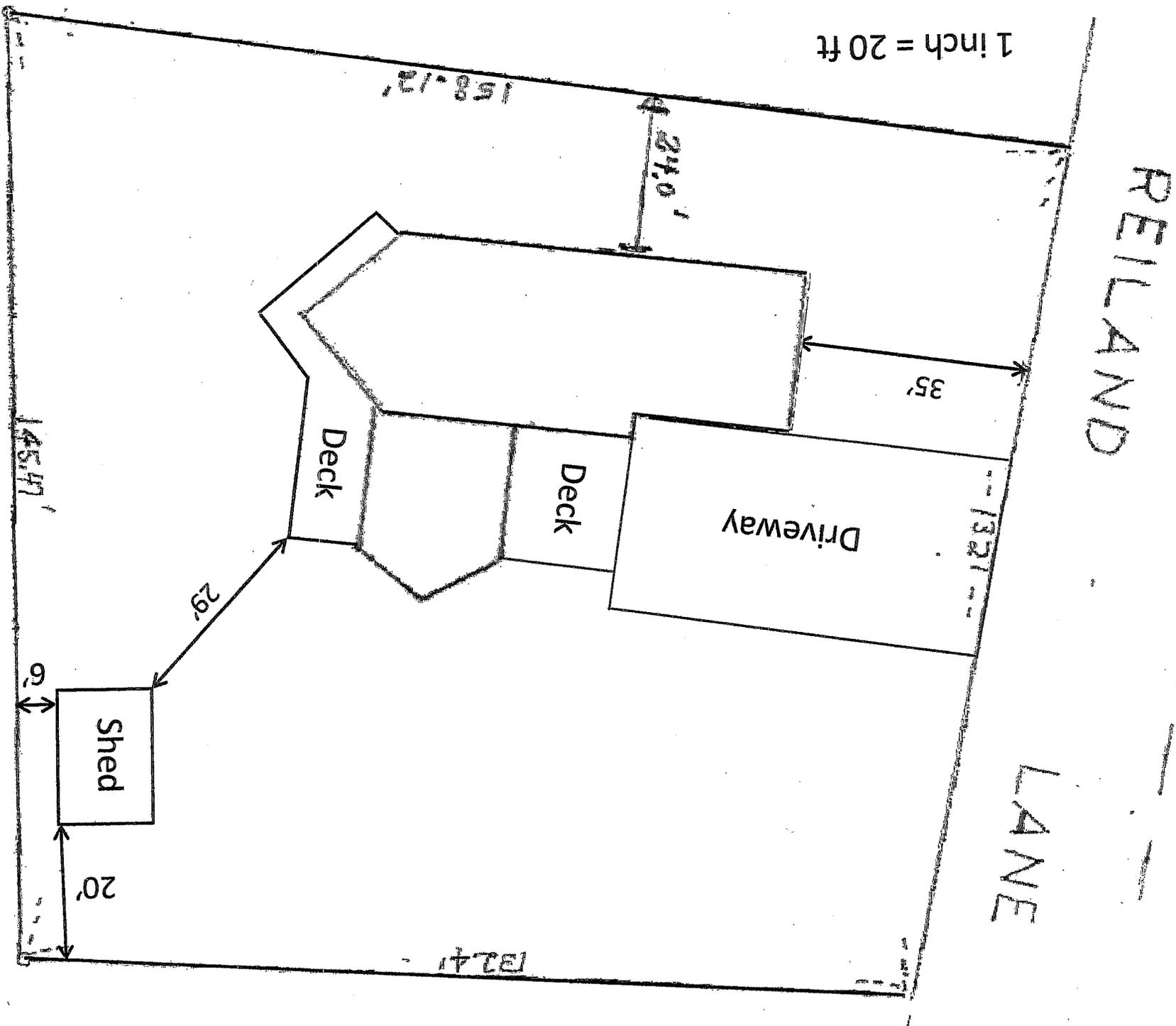
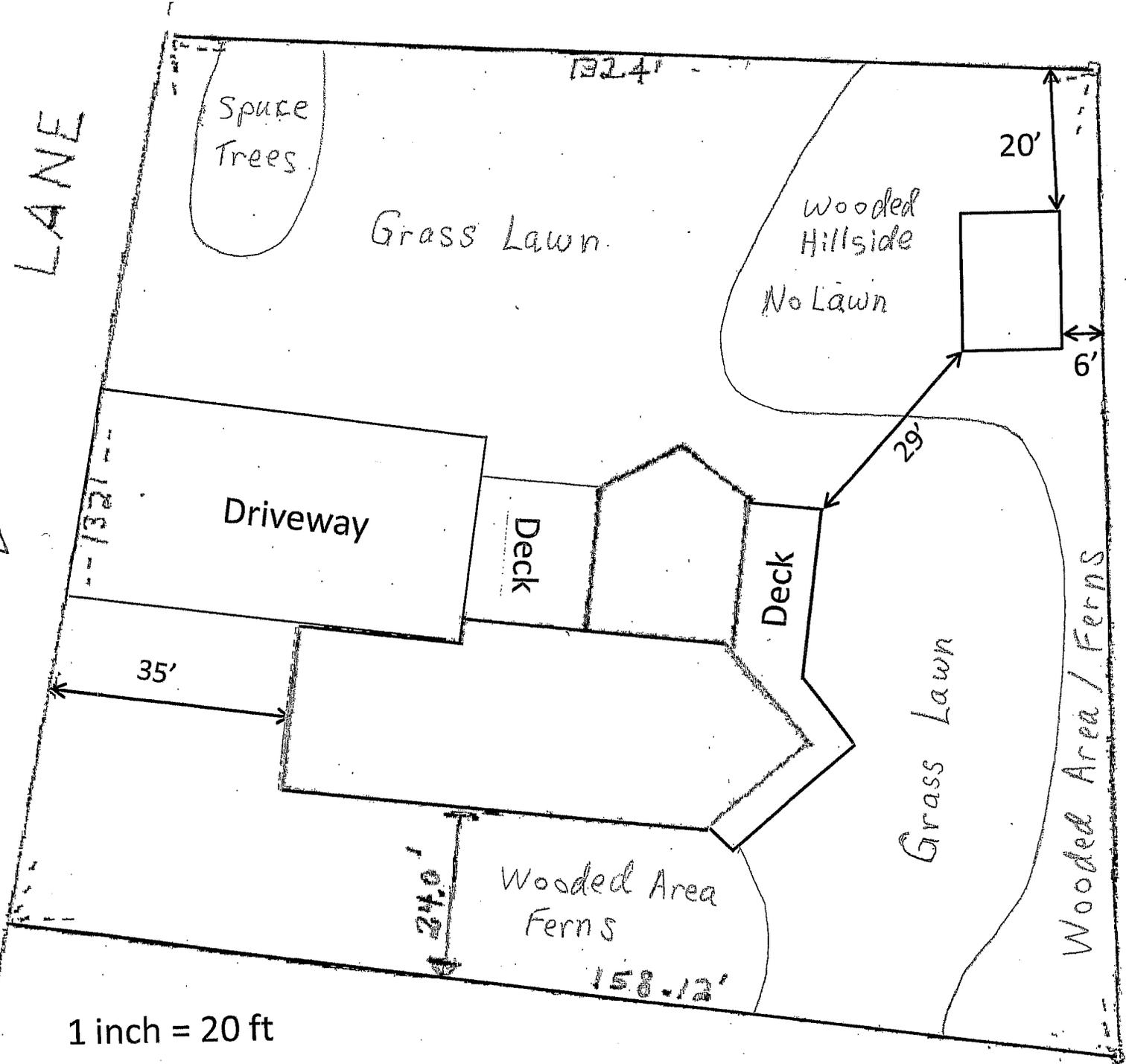


Figure 2

REILAND →  
LANE →

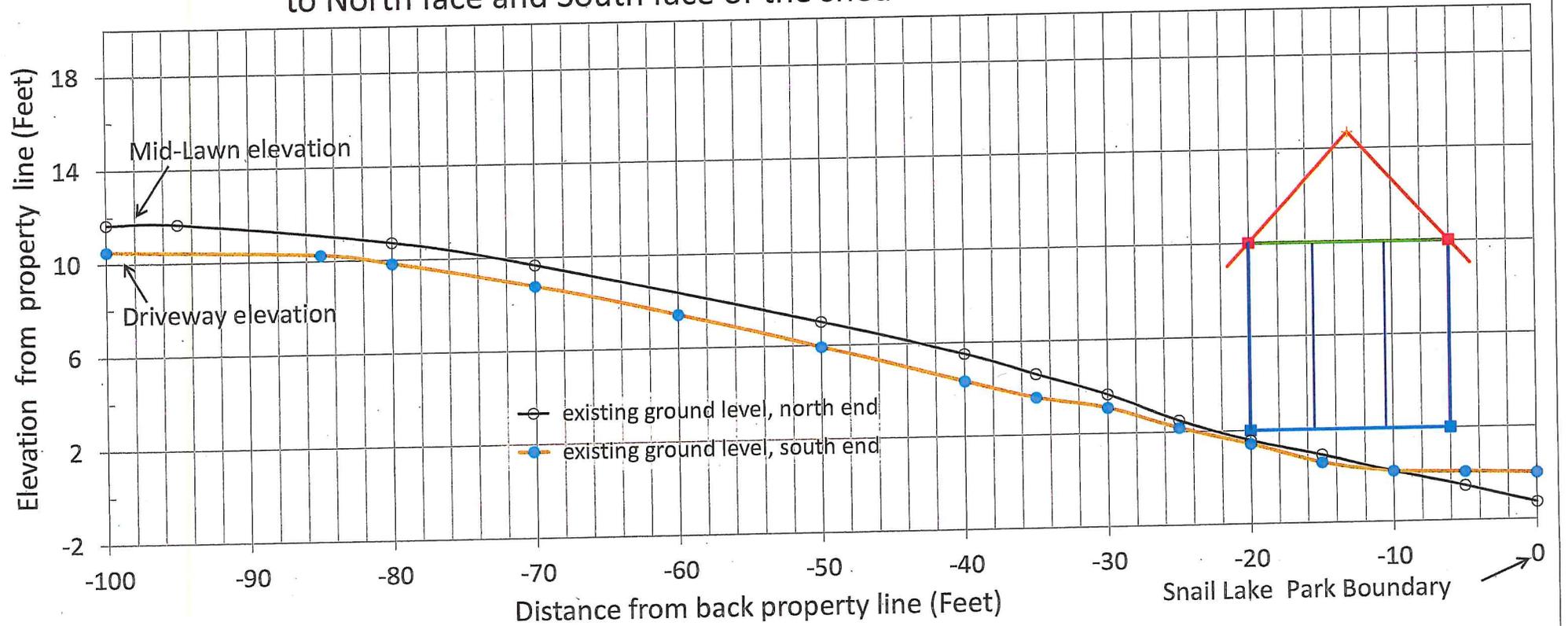


1 inch = 20 ft

Figure 3

East/West elevation contour lines parallel to North face and South face of the shed

Zero elevation level = Boundary elevation on South contour line



# Storage shed/property layout, with variance

Figure 4

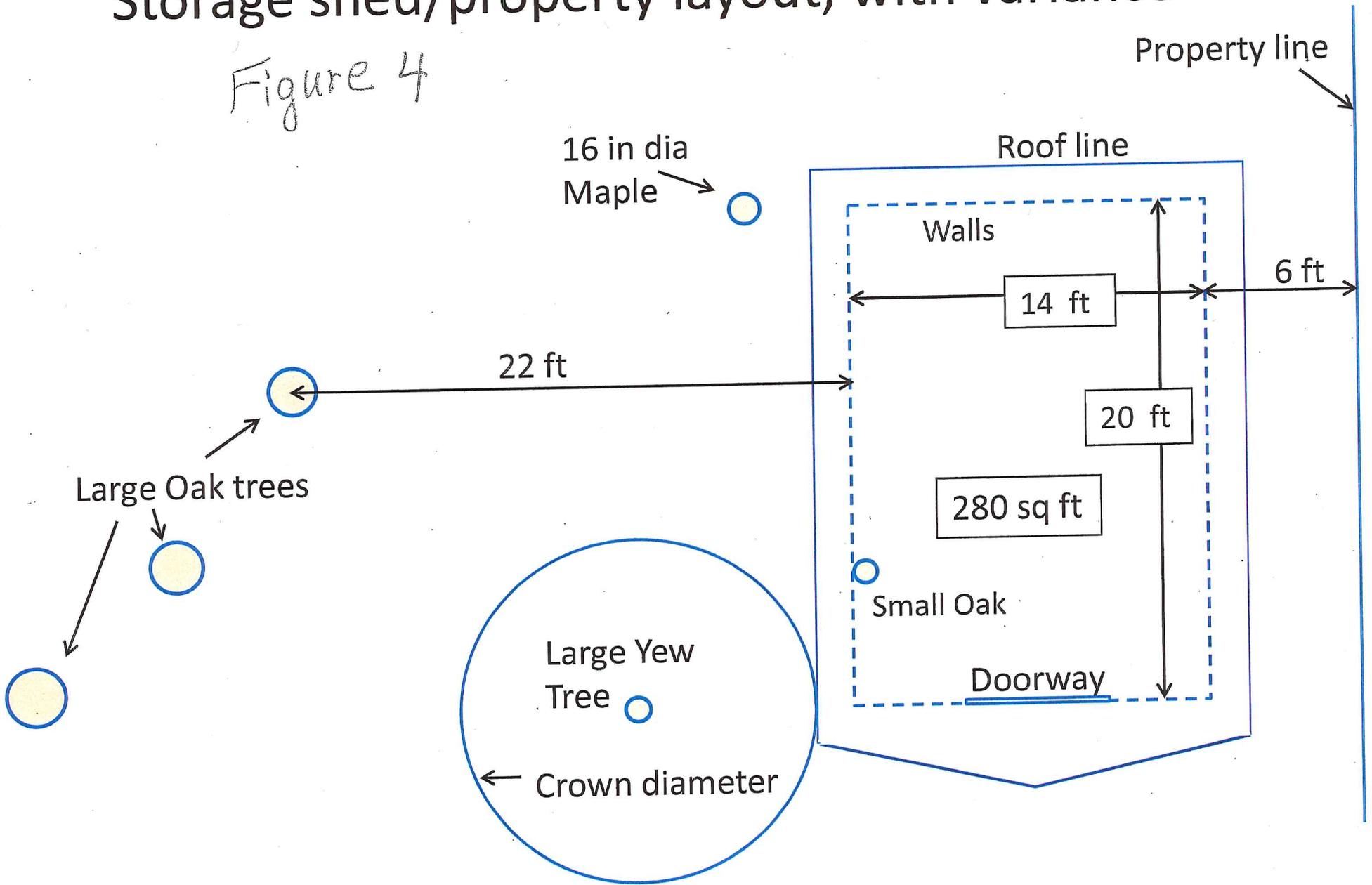


Figure 5

Woodshed south end view, graded levels for 6 ft setback

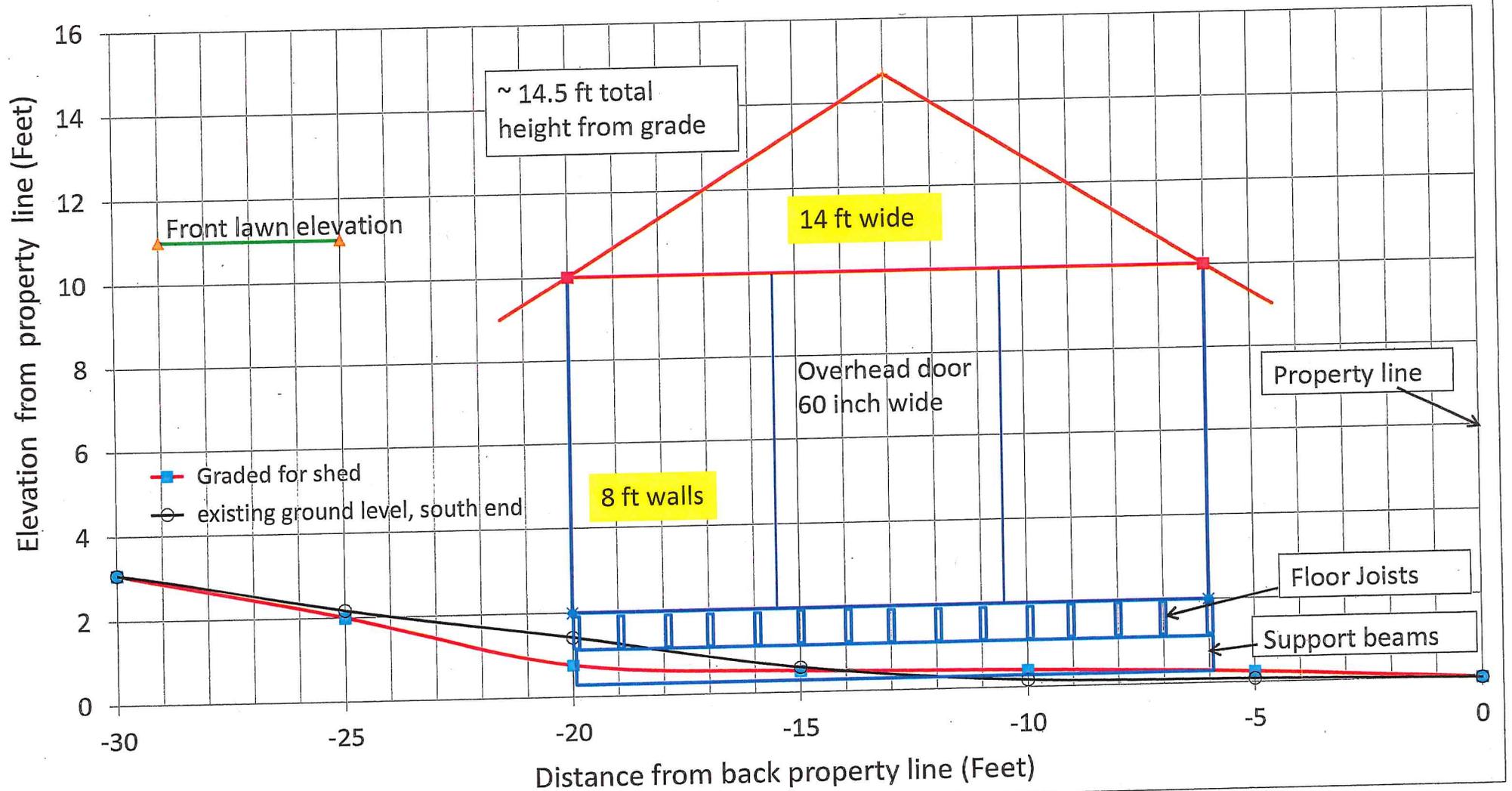


Figure 6

# Storage shed, side view

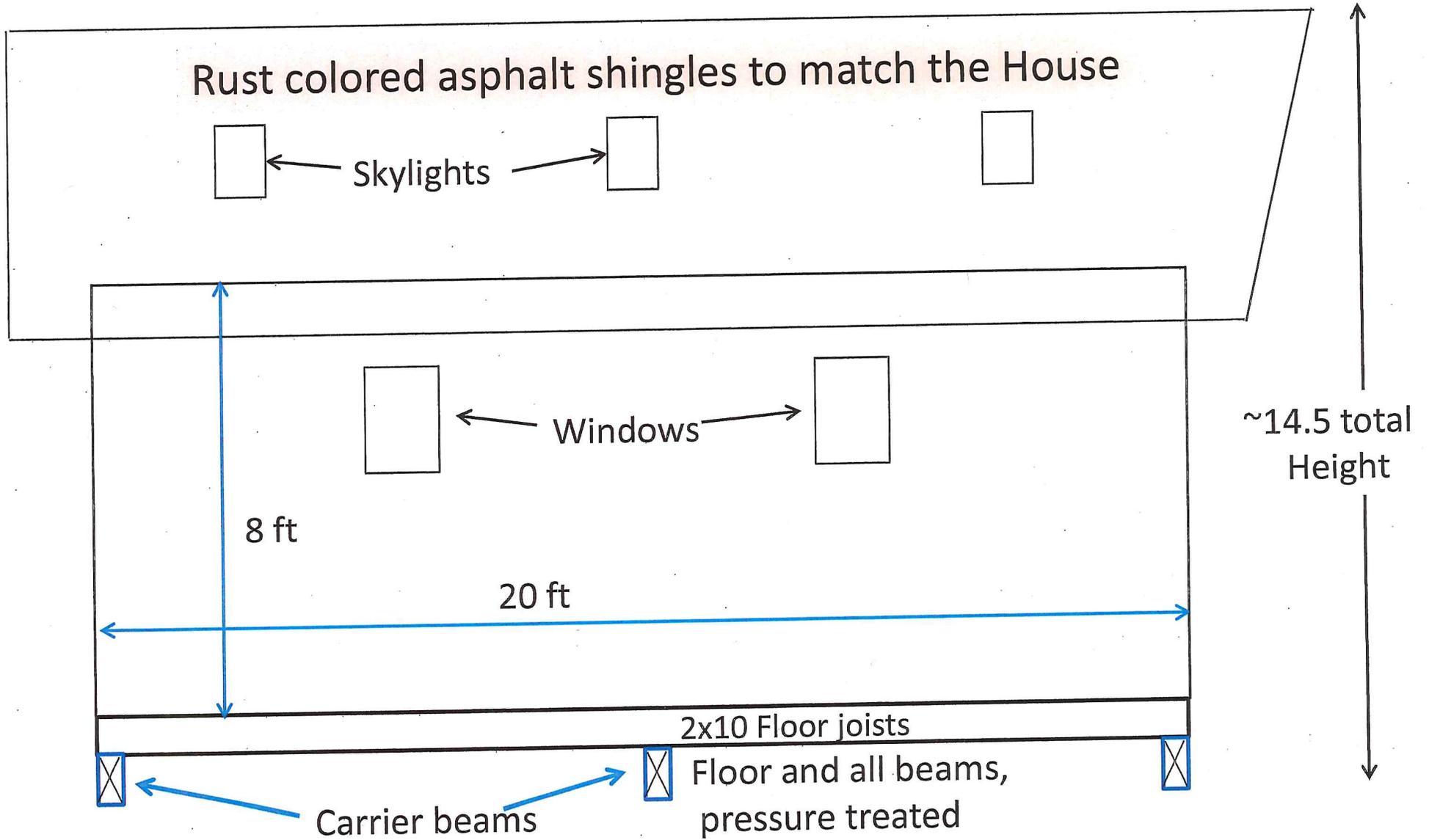
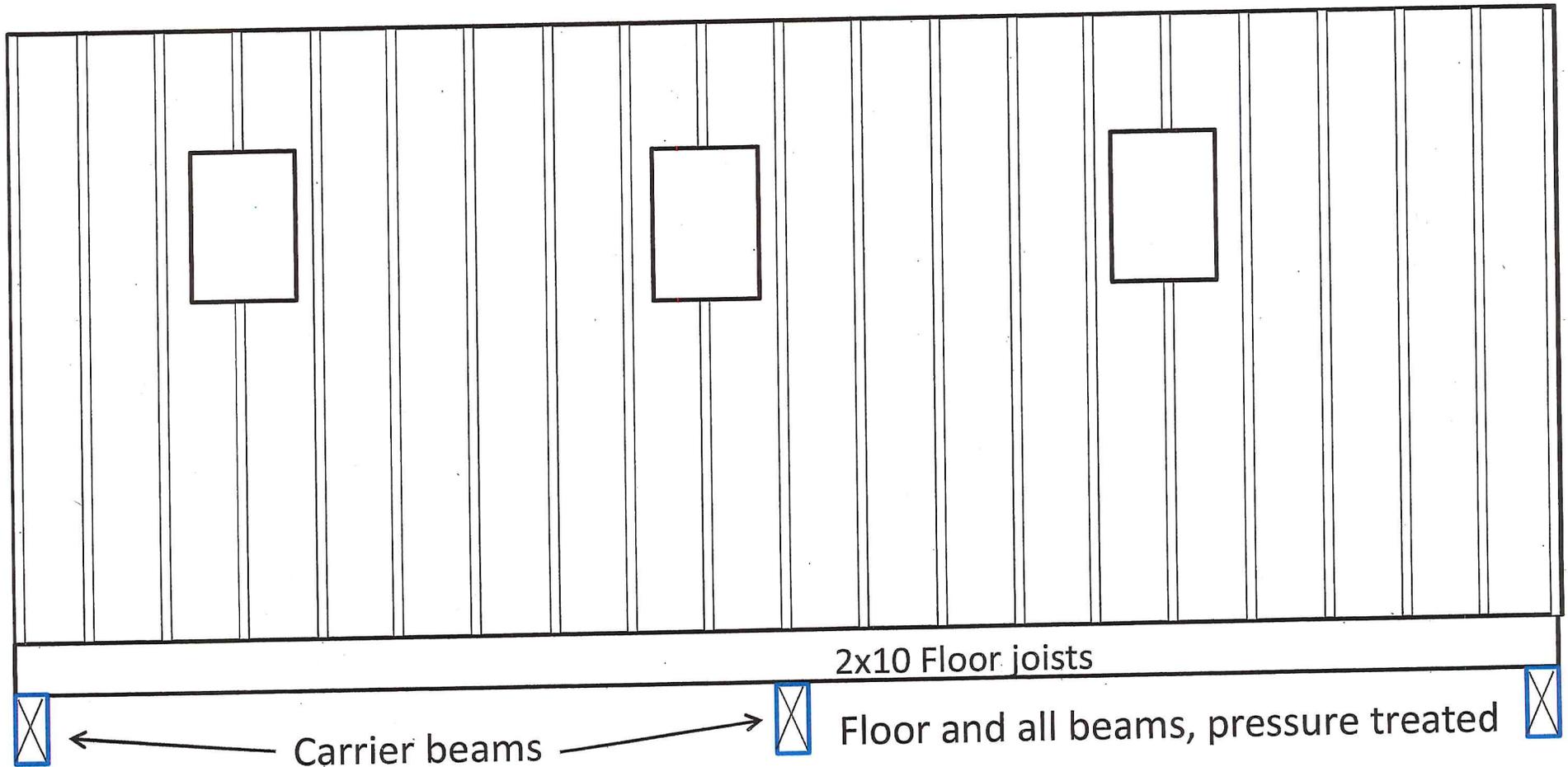


Figure 7

# Storage shed, finish siding

Cedar 4x8 siding with 1"x3" solid cedar battens to match the house





Nicole Hill <nhill@shoreviewmn.gov>

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## 4136 Reiland Lane Request for Comment

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Pete Bobick <PBobick@schadegg-mech.com>  
To: "nhill@shoreviewmn.gov" <nhill@shoreviewmn.gov>

Mon, Feb 16, 2015 at 1:15 PM

Niki,

I have no concerns with the Michael Weber's desire to improve his property with an accessory structure.

What is a concern, in my opinion, is why the city does not ask for comment on significant issues like what is currently occurring across the street at 4133 Reiland. I am referring to how the city has allowed the unnecessary felling of (6) 24"- 30" diameter oaks, drastically altering the neighborhood's landscape, and now the builder has erected a structure that is totally out of character with the neighboring homes.

Thank you

Pete Bobick  
4141 Reiland Lane

P: 651-292-9933  
F: 651-292-9929  
C: 651-248-1783  
[www.schadegg-mech.com](http://www.schadegg-mech.com)



Nicole Hill <nhill@shoreviewmn.gov>

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## 4136 Reiland Lane

1 message

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Yonke, Scott <scott.yonke@co.ramsey.mn.us>  
To: "nhill@shoreviewmn.gov" <nhill@shoreviewmn.gov>

Thu, Feb 19, 2015 at 9:42 AM

Hi Niki,

Thank you for the opportunity to review the variance request for the installation of a shed at 4136 Reiland Lane. In review, my comments are listed below.

1. Site impacts – it appears the lower portion of the slope will require grading for the placement of the shed. Due to existing site conditions, there is a concern of potential erosion issues of newly graded areas with likely runoff onto park property. The homeowner will be responsible for installing necessary erosion control measures to avoid erosion issues. In addition, no construction activities for access, grading shed construction or tree removal will be allowed on Park property. The property line should be clearly delineated to avoid any impacts.
2. Stormwater – Due to the proposed location of the shed, there is a concern of increased stormwater runoff onto park property. Increased runoff volume and velocity may create erosion problems on the subject property as well on Park property. There is a wetland complex located directly east of the current property. The homeowner will be responsible for installing necessary erosion and stormwater control measures.
3. Screening – Due to the close proximity of the shed to the property line, screening should be required to reduce the opacity of the proposed shed to the adjacent trail and park use area.

Please let me know if you have any questions,

**Scott Yonke, ASLA, PLA** | Director of Planning and Development

Ramsey County

Parks and Recreation Department  
2015 North Van Dyke Street

Maplewood, MN 55109-3796

651-748-2500 x 330

[www.co.ramsey.mn.us](http://www.co.ramsey.mn.us)

**EXTRACT OF MINUTES OF MEETING OF THE  
CITY COUNCIL OF SHOREVIEW, MINNESOTA  
HELD MARCH 2, 2015**

\* \* \* \* \*

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota was duly called and held at the Shoreview City Hall in said City at 7:00 PM.

The following members were present:

And the following members were absent:

Member \_\_\_\_\_ introduced the following resolution and moved its adoption.

**RESOLUTION NO. 15-15  
CONDITIONAL USE PERMIT**

**WHEREAS**, Michael Weber, has applied for a conditional use permit to construct a detached accessory structure on his property, legally described as:

That part of Tract D, R.L.S #12, lying Northerly of the following described line: Beginning at a point on Westerly line of said Tract D, 132' Northerly of Southwest corner thereof; then Easterly to point on Easterly line of said Tract D, 145.47' Northerly of South East corner thereof and terminating.

*(This property is commonly known as 4136 Reiland Lane, Shoreview, Minnesota.)*

**WHEREAS**, in accordance with the Development Code, on lots under one acre, accessory structures may exceed the maximum allowable square footage from 150 up to 288 square feet permitted as a Conditional Use Permit provided certain standards are met and,

**WHEREAS**, the maximum area permitted for a detached accessory structures is 288 square feet. The combined area of all accessory structures cannot exceed 90% of the dwelling unit foundation area or 1,200 square feet, whichever is more restrictive; and,

**WHEREAS**, the property has a lot area of .28 acres and is within the R1, Single Family Detached Residential Zoning District; and

**WHEREAS**, the detached structure will have a floor area of 280 square feet, increasing the total floor area of accessory buildings to 856 square feet, as detailed in the submitted plans; and

**WHEREAS**, the Planning Commission held a public hearing on the proposal and found that the proposed use was consistent with the Comprehensive Plan and that the proposed use would not have a detrimental effect on the character and development of the neighborhood; and

**WHEREAS**, the City Council is authorized by state law and the City of Shoreview Development Code to make final decisions on conditional use permit requests.

**NOW, THEREFORE, BE IT RESOLVED BY THE SHOREVIEW CITY COUNCIL**, that the above-described conditional use permit be approved on the basis of the following findings of fact:

1. The proposed accessory structure will maintain the residential use and character of the property and is therefore in harmony with the general 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 a residential accessory structure 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.

**NOW, THEREFORE, BE IT FURTHER RESOLVED BY THE SHOREVIEW CITY COUNCIL** that a Conditional Use Permit allowing the construction of the 280 square foot structure is hereby approved, subject to the following conditions:

1. The project must be completed in accordance with the plans submitted with the applications. Any significant changes to these plans, as determined by the City Planner, will require review and approval by the Planning Commission.
2. The exterior design of the shed shall be consistent with the plans submitted and complement the home on the property.
3. The applicant shall obtain a building permit for the structure. The structure shall comply with the Building Code standards.
4. The accessory structure shall be screened from view of adjacent properties and public streets through the use of landscaping, berming, fencing or a combination thereof.
5. The structure shall not be used in any way for commercial purposes.
6. Said structure may be setback 6' from the rear lot line per Resolution 15-13, approving the Variance.

The motion was duly seconded by Council Member \_\_\_\_\_ and upon a vote being taken thereon, the following voted in favor thereof:

And the following voted against the same:

Adopted this 2nd day of March, 2015

\_\_\_\_\_  
Sandra C. Martin, Mayor  
Shoreview City Council

ATTEST:

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

ACCEPTANCE OF CONDITIONS:

\_\_\_\_\_  
Michael Weber

SEAL



PROPOSED MOTION

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

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

to authorize the purchase of a John Deer 1585 Tractor, with attachments, from the approved National Joint Powers Alliance contract, for \$40,058, pursuant to the Capital Improvements Program and approved 2015 Annual Budget.

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

REGULAR COUNCIL MEETING  
MARCH 2, 2015

TO: MAYOR, CITY COUNCIL, CITY MANAGER  
FROM: MARK J. MALONEY, PUBLIC WORKS DIRECTOR  
DATE: MARCH 2, 2015  
SUBJ: AUTHORIZATION TO PURCHASE A REPLACEMENT  
PARK AND FIELD TRACTOR WITH MOWER AND A  
SNOW BLOWER ATTACHMENT

### INTRODUCTION

Shoreview's adopted Capital Improvements Program includes the scheduled replacement of a 2010 Toro Groundsmaster Tractor with mower attachment and a snow blower attachment. City Council approval is necessary at this time for authorization to purchase this replacement unit from the National Joint Powers Alliance contract number 070313-DAC.

### DISCUSSION

Park Maintenance personnel use this tractor for turf maintenance in our parks and at the Community Center/Commons Area, and for snow removal at the Community Center and various hockey rinks. This tractor is versatile and is used an average of three days a week, 52 weeks a year.

The 2015 Capital Improvement Program includes an estimate of \$41,000 for the replacement of this tractor. Purchasing through the National Joint Powers Alliance, the City of Shoreview can acquire the new replacement tractor for \$40,059, which includes the mower deck attachment and a snow blower attachment. The retiring unit will be sold at a public auction sometime in 2015.

### RECOMMENDATION

Staff recommends consideration of the attached motion that authorizes the purchase of a John Deere 1585 Terrain Cut with Comfort Cab commercial tractor with mower attachment and a snow blower attachment, from the National Joint Powers Alliance contract in the amount of \$40,059.

PROPOSED MOTION

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

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

to adopt Resolution No. 15-16 approving plans and specifications, ordering the improvement, and order the taking of bids on Thursday, April 2, 2015 at 10:00am, at the Shoreview City Hall, for the Lexington Avenue/County Road F Water Main Replacement, City Project 15-06.

ROLL CALL:	AYES_____	NAYS_____
JOHNSON	_____	_____
QUIGLEY	_____	_____
SPRINGHORN	_____	_____
WICKSTROM	_____	_____
MARTIN	_____	_____

REGULAR COUNCIL MEETING  
MARCH 2, 2015  
#15-06

TO: MAYOR, CITY COUNCIL, AND CITY MANAGER

FROM: TOM WESOLOWSKI, CITY ENGINEER

DATE: FEBRUARY 26, 2015

SUBJECT: APPROVE PLANS & SPECIFICATIONS, ORDER PROJECT,  
AND ORDER THE TAKING OF BIDS FOR THE LEXINGTON AVENUE/  
COUNTY ROAD F WATER MAIN REPLACEMENT, CITY PROJECT 15-06

### INTRODUCTION

Staff is proposing to replace approximately 2,600-linear feet of water main within the Lexington Avenue and County Road F right-of-way, in accordance with the City's Capital Improvement Program. A map showing the location of the proposed improvement is attached. Plans and specifications are now essentially complete and Council action is required to order the project, approve the plans and specifications and to authorize the taking of bids.

### DISCUSSION

The water main is located within the right of way of a section of Lexington Avenue and County Road F that Ramsey County is proposing to reconstruct in 2015. The water main in the area consists of 8-inch cast iron pipe that was installed in 1970. Cast iron pipe is a relatively brittle material and over time can fracture or break and there have been several breaks that have occurred on the water main in the project area. These breaks interrupt the water supply to several businesses and requiring a repair to the water main system. The disturbance of the soils during the reconstruction of Lexington Avenue and County Road F near and around the water main could pose a potential risk of failures after construction. It has been the City's practice to replace cast iron pipe water main when adjacent construction work would disturbed the original water main installation.

The cast iron pipe water main would be replaced with Polyvinyl Chloride or High Density Polyethylene pipe that would be installed by a trenchless technology called "pipe bursting". Pipe bursting is completed by pulling an auger through the old water main which bursts the pipe and pulls in the new pipe behind it. This technology has been in use since 1980 and was used for the water main replacement that was completed as part of the Demar/County Road F/Floral reconstruction project in 2012 and the Red Fox Road Improvement project in 2013. As part of the water main replacement all water services within the right of way, gate valves, and hydrants will also be replaced.

The existing water main provides service to some larger office buildings and temporary water service will need to be provided to the businesses during the water main replacement. Given the size of the buildings and required water demands special design considerations will be required for the temporary water system.

## FUNDING

The City's Capital Improvement Plan allocates \$350,000 for the replacement. The project will be funded from bonds and the Water Fund.

## PROJECT SCHEDULE

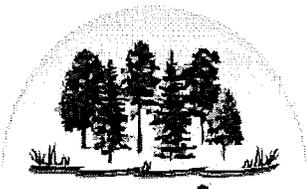
The proposed project schedule is as follows:

<u>ITEM</u>	<u>DATE</u>
Council Approve Plans & Specifications	March 2, 2015
Council Award Contract	April 2, 2015
Construction Start	May 2015
Construction Complete	June 15, 2015

## RECOMMENDATION

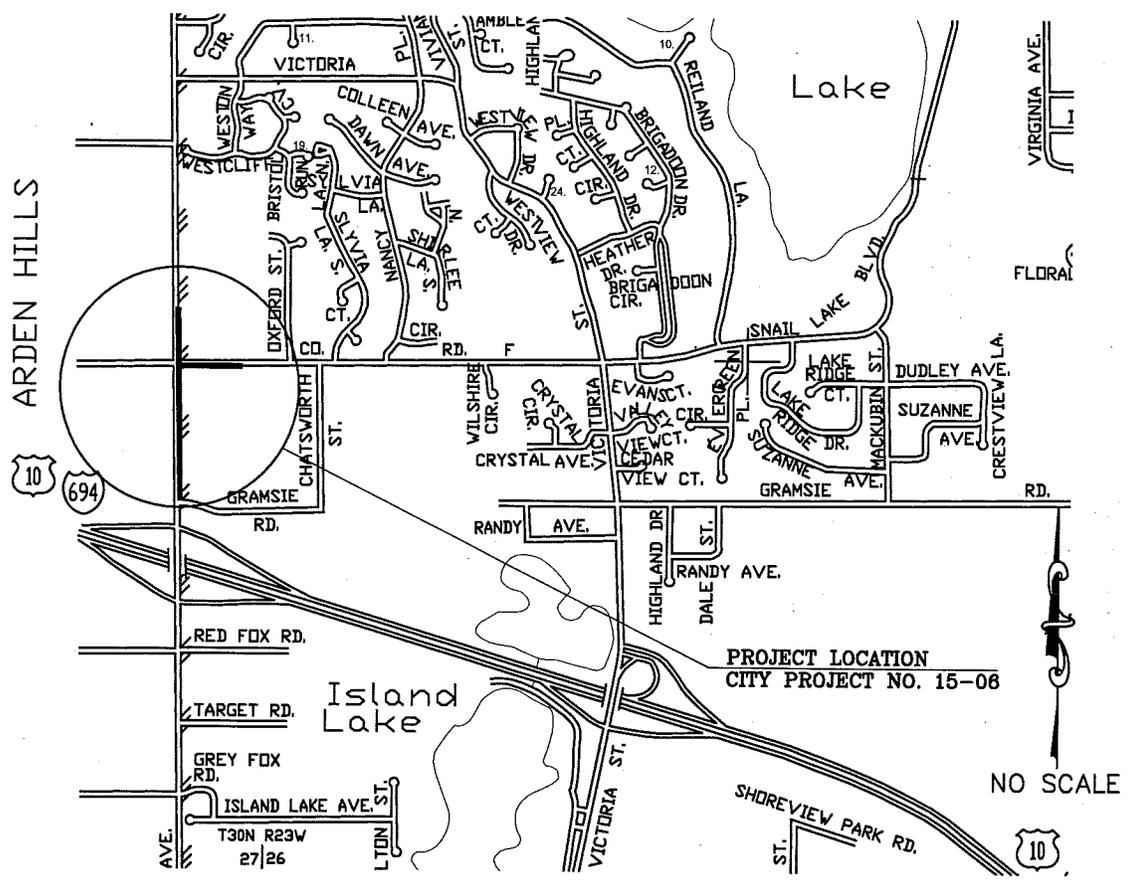
It is recommended that the City Council approve plans and specifications, order improvements, and the taking of bids on Thursday April 2, 2015 at 10:00 am, at the Shoreview City Hall, for the Lexington Avenue/County F Water Main Replacement, City Projects 15-06.

TEW/  
#15-06



# Shoreview

CITY OF SHOREVIEW  
LEXINGTON AVE./COUNTY RD. F  
WATERMAIN  
CITY PROJECT NO. 15-06



LOCATION MAP

**EXTRACT OF MINUTES OF MEETING OF THE  
CITY COUNCIL OF SHOREVIEW, MINNESOTA  
HELD MARCH 2, 2015**

\* \* \* \* \*

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 March 2, 2015, 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. 15-16

APPROVING PLANS AND SPECIFICATIONS,  
ORDERING PROJECT AND THE TAKING OF BIDS  
FOR THE LEXINGTON AVENUE/COUNTY F WATER MAIN REPLACEMENT  
CITY PROJECT 15-06

WHEREAS, in accordance with the City's Capital Improvement Program, the City Engineer has prepared plans and specifications for the Lexington Avenue/County Road F Water Main Replacement, City Project 15-06 and has presented such plans and specifications to the City Council for approval.

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

1. Such improvement is hereby ordered to proceed to the construction phase.
2. The plans and specifications for the Lexington Avenue/County F Water Main Replacement, City Project 15-06 are hereby approved.
3. The City Manager shall prepare and cause to be inserted in the official newspaper an Advertisement for Bids for the making of such improvement under such approved plans and specifications. The advertisement shall be published at least twice, at least 21 days prior to the bid opening, shall specify the work to be done, that the bids are the responsibility of the bidder and shall state that bids are to be received by the City until 10:00 a.m., local time, on Thursday, April 2, 2015, at which time they will be publicly opened in the Council Chambers of the City Hall by two or more designated officers of the City.

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 2<sup>nd</sup> day of March, 2015.

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 2<sup>nd</sup> day of March, 2015, 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 approving plans and specifications, ordering the project and authorizing the taking of bids for City Project 15-06.

WITNESS MY HAND officially as such Manager and the corporate seal of the City of Shoreview, Minnesota, this 3<sup>rd</sup> day of March, 2015.

---

Terry Schwerm  
City Manager

SEAL

**PUBLIC HEARING AGENDA**  
**FOR 5515, 5521 and 5525 TURTLE LAKE ROAD**

Purpose: VACATION REQUEST

Published Time: 7:00 P.M.

Published Date: FEBRUARY 4, 2015

Affidavit of Publication: FEBRUARY 4, 2015

Affidavit of Mailing: JANUARY 28, 2015

Review of Affidavits of Mailing and  
Publication by City Attorney: MARCH 2, 2015

Open Public Hearing - Time:

Hearing Discussion: VACATION OF STREET RIGHT-OF-WAY

CLOSE THE PUBLIC HEARING:

MOVE TO CLOSE BY COUNCILMEMBER \_\_\_\_\_  
SECONDED BY COUNCILMEMBER \_\_\_\_\_

ROLL CALL:	AYE	NAY
JOHNSON	_____	_____
QUIGLEY	_____	_____
SPRINGHORN	_____	_____
WICKSTROM	_____	_____
MARTIN	_____	_____

REGULAR COUNCIL MEETING  
MARCH 2, 2015

**MOTION TO APPROVE THE VACATION REQUEST**

**MOVED BY COUNCIL MEMBER \_\_\_\_\_**

**SECONDED BY COUNCIL MEMBER \_\_\_\_\_**

To adopt Resolution 15-14, approving the Vacation request, submitted by the Moser Homes, Inc. vacating the interest of the public in certain easements encumbering the property at 5515, 5521, and 5525 Turtle Lake Road, subject to the following:

1. Approval of the Final Plat, Woodview Addition, by the City Council.
2. Resolution 15-14 approving the vacation request shall be recorded with Ramsey County prior to the City endorsing the final plat for recording with Ramsey County.
3. The vacated portion of the right-of-way shall be encumbered with a drainage and utility easement.

This approval is based on the following finding:

1. The easement proposed for vacation no longer serves the need of the public.

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

Johnson	_____	_____
Quigley	_____	_____
Springhorn	_____	_____
Wickstrom	_____	_____
Martin	_____	_____

Regular City Council Meeting - March 2, 2015

## MOTION TO APPROVE THE FINAL PLAT

MOVED BY COUNCIL MEMBER \_\_\_\_\_

SECONDED BY COUNCIL MEMBER \_\_\_\_\_

To approve the Final Plat application submitted by Moser Homes, Inc., to subdivide the property at 5515 and 5525 Turtle Lake Road, and authorize execution of the Site Development Agreement, subject to the following:

1. A public use dedication fee shall be submitted as required by ordinance prior to release of the final plat by the City. Credit shall given for the two existing dwellings.
2. The applicant shall obtain permits from Rice Creek Watershed District, and other agencies as needed prior to the City's issuance of a grading permit or building permit.
3. Municipal water and sewer shall be provided to all lots.
4. Tree Preservation and Replanting plan shall be submitted with each building permit application for Lots 1 and 2. Replacement trees shall be planted in accordance with the City's Woodlands and Vegetation Ordinance.
5. The applicant and future property owners shall maintain a 16.5' buffer along the perimeter of the wetland areas.
6. Grading, Drainage and Erosion Control shall be submitted with each building permit application for Lots 1 and 2.
7. The driveway on Lot 1 shall be located as far west as possible, to improve traffic safety since there is a curve in the street.
8. The applicant is required to enter into a Site Development Agreement and Erosion Control Agreement with the City. Said agreements shall be executed prior to the issuance of any permits for this project.
9. These approvals expire within one-year of the date approved by the City Council.

This approval is based on the following findings:

1. The subdivision is consistent with the policies of the Comprehensive Plan.
2. The subdivision will not conflict with or impede the planned use of adjoining property.
3. The proposed plat complies with the subdivision standards.
4. The Final Plat is consistent with the Preliminary Plat approval.

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

Johnson	_____	_____
Quigley	_____	_____
Springhorn	_____	_____
Wickstrom	_____	_____
Martin	_____	_____

Regular City Council Meeting – March 2, 2015

**TO:** Mayor, City Council, City Manager

**FROM:** Rob Warwick, Senior Planner

**DATE:** February 25, 2015

**SUBJECT:** File 2559-15-02, Final Plat, and Vacation, Woodview Addition, 5515 and 5525 Turtle Lake Road

**Introduction**

Moser Homes Inc., on behalf of Barb and Tom Novotny, 5515 Turtle Lake Road, and Mark and Billie Novotny 5525 Turtle Lake Road, has submitted an application for the Final Plat for the 4 lot residential subdivision to be known as the Woodview Addition. The two existing dwellings and associated site improvements will remain at 5515 and 5525 Turtle Lake Road, and two new residential building sites will be created. Access to all of the lots will be provided via Turtle Lake Road.

The property owners have also requested the City vacate the north 10-feet of Turtle Lake Road, and are joined in this request by Fred and Mary Lou Banholzer, the property owners of 5521 Turtle Lake Road. The Banholzers property is not included in the proposed plat, but since the intent of the vacation is to adjust the right-of-way line, they wish to participate.

The applications were complete January 20, 2015.

**Project Summary**

The four residential lots will have direct access onto Turtle Lake Road. Two wetland areas are present, but no wetland impacts will result from the new development. The existing homes and detached accessory structure will remain on Lots 3 and 4.

**Final Plat**

The plat known as the Woodview Addition subdivides the property into 4 single-family residential lots, and dedicates easements which are required for drainage and utility purposes, and over the wetland buffers. The following table summarizes the lot area, widths and depths of the proposed parcels as compared to the R-1, Detached Residential Zoning District.

	<b>Lot 1</b>	<b>Lot 2</b>	<b>Lot 3</b>	<b>Lot4</b>	<b>R-1</b>
<b>Lot Area</b>	20,975 sf	20,975 sf	38,108 sf	198,584 sf	10,000 sf
<b>Street Frontage</b>	88.5 feet	88.5 feet	145.45 feet	264.8 feet	30 feet
<b>Lot Depth</b>	237 feet	237 feet	262 feet	>400 feet	125 feet

The existing structures on Lots 3 and 4, exceed the minimum structure setbacks for the R-1 District.

### *Municipal Utilities*

Municipal sanitary sewer and water services are located in Turtle Lake Road. The existing homes on Lots 3 and 4 are currently connected to these services. The two new homes are required to connect to services that were stubbed to the property line when the street was re-constructed in 2005.

### *Environmental Impacts*

The property does contain wetland and ponding areas and is wooded. The property is located in the Rice Creek Watershed District (RCWD) and is subject to the District's permitting requirements. A wetland delineation has been completed and was accepted by the watershed district. A 16.5-foot buffer along the perimeter of the wetland areas is required and easements encumbering the buffer are shown on the plat.

### **Vacation**

The property owners have also requested the City vacate the north 10-feet of the Turtle Lake Road right-of-way. In 1980, Turtle Lake Road was under the jurisdiction of Ramsey County and at that time the County increased the ROW half-width to 43-feet on the subject properties. The half-width was not increased on the south half of the roadway, nor along its length to the north. In 2005 jurisdiction of the road was turned back to the City, and the road was reconstructed, including a trail along the north side of the street. The vacation does not interfere with the public improvements located in the ROW. The right-of-way will include the existing trail, and a boulevard of more than 10-feet north of the existing trail. The ROW width will be a total of 66-feet after the request is approved, and this is sufficient to meet the street needs of the City for this road segment. The vacated area will remain encumbered with a drainage and utility easement, as shown on the plat.

Notice of the Public Hearing regarding the vacation request was mailed to affected property owners, and published in the City's legal newspaper. In response, Xcel responded that they operate and maintain overhead utility lines in the portion of the ROW proposed for vacation. The company does not object to the vacation since the area will remain encumbered with a drainage and utility easement. A second comment was submitted by residents questioning benefits to the City and future of trees in the vacated area. The comments are attached.

A 4/5<sup>th</sup> majority of the City Council is necessary to approve a vacation of public easements.

### **Recommendation**

Staff recommends the Council hold the Public Hearing on the vacation and take public testimony. Staff has reviewed the applications and plans and found them to comply with the previous approvals. Staff recommends the Council adopt Resolution 15-14, approving the vacation request, and the Final Plat and authorize execution of the Development Agreements, subject to the following conditions.

*Final Plat*

1. A public use dedication fee shall be submitted as required by ordinance prior to release of the final plat by the City. Credit shall given for the two existing dwellings.
2. The applicant shall obtain permits from Rice Creek Watershed District, and other agencies as needed prior to the City's issuance of a grading permit or building permit.
3. Municipal water and sewer shall be provided to all lots.
4. Tree Preservation and Replanting plan shall be submitted with each building permit application for Lots 1 and 2. Replacement trees shall be planted in accordance with the City's Woodlands and Vegetation Ordinance.
5. The applicant and future property owners shall maintain a 16.5' buffer along the perimeter of the wetland areas.
6. Grading, Drainage and Erosion Control shall be submitted with each building permit application for Lots 1 and 2.
7. The driveway on Lot 1 shall be located as far west as possible, to improve traffic safety since there is a curve in the street.
8. The applicant is required to enter into a Site Development Agreement and Erosion Control Agreement with the City. Said agreements shall be executed prior to the issuance of any permits for this project.
9. These approvals expire within one-year of the date approved by the City Council.

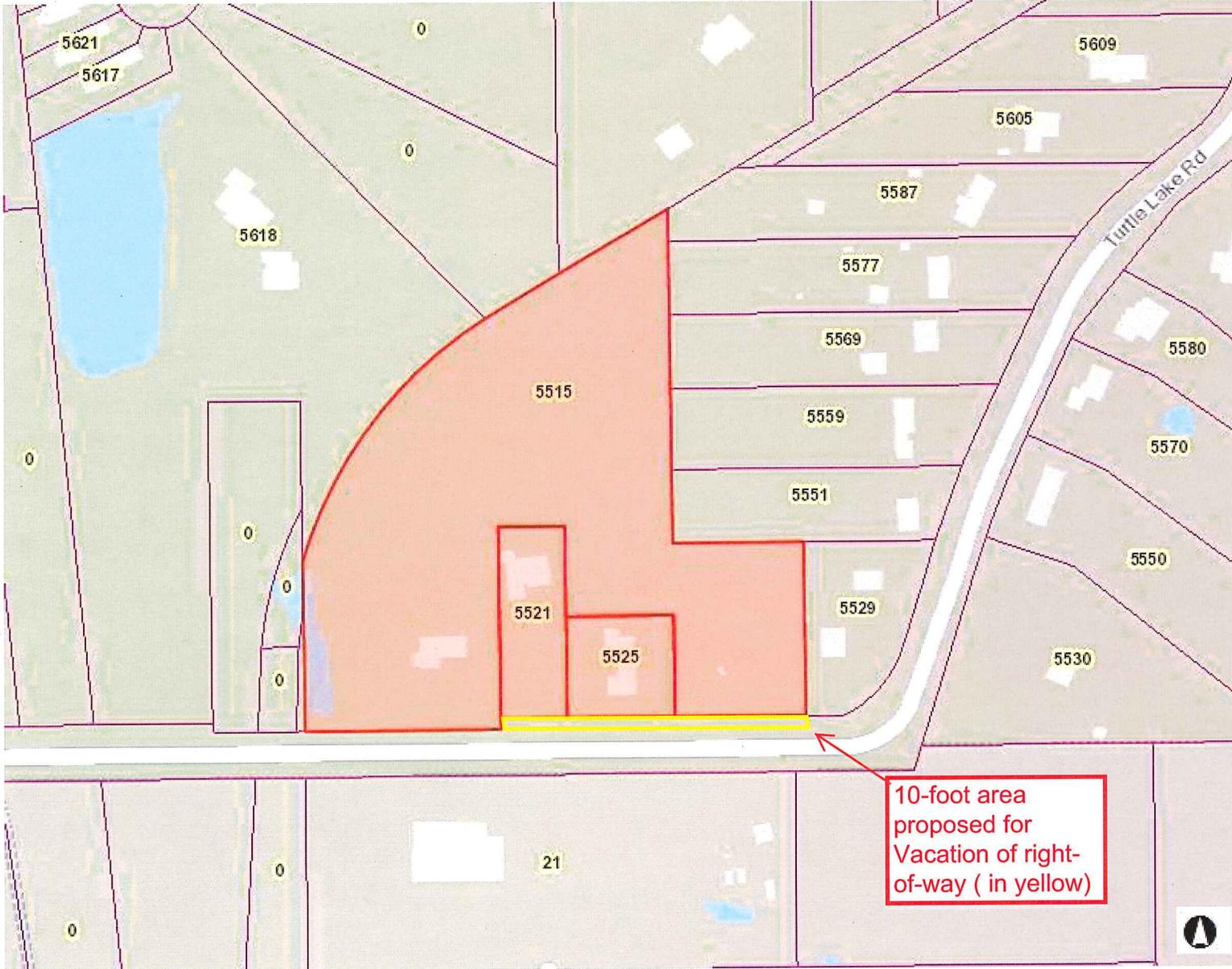
*Vacation*

1. Approval of the Final Plat, Woodview Addition, by the City Council.
2. Resolution 15-14 approving the vacation request shall be recorded with Ramsey County prior to the City endorsing the final plat.
2. The vacated portion of the right-of-way shall be encumbered with a drainage and utility easement.

Attachments:

1. Location Map
2. Submitted Statement and Plans
3. Development Agreements
4. Resolution 15-14, Vacation Approval
5. Motion and Agenda – Public Hearing for Vacation
6. Motion

T:/2015pcf/2559-15-2moser-novotny/ccreport



### Legend



-  City Halls
-  Schools
-  Hospitals
-  Fire Stations
-  Police Stations
-  Recreational Centers
-  Parcel Points
-  Parcel Boundaries
-  Airports

### Notes

Enter Map Description

400.0 0 200.00 400.0 Feet



January 13, 2015

To: Rob Warwick  
From: Bob Moser  
Subject: Woodview Addition (Novotny Property)

Dear Mr. Warwick:

The purpose of this memo is to describe the intended use of the property if the vacation of a 10' portion of the existing roadway easement is approved by the City of Shoreview. In summary, the space would be desirable to the property owners for additional landscaping and buffering from Turtle Lake Road.

Please let me know if anything else is needed. Thank you for your assistance with this matter.

Sincerely,

A handwritten signature in black ink that reads 'Bob Moser' in a cursive style.

Bob Moser  
Enclosures

PRELIMINARY PLAT DATED FEB. 09, 2015

# WOODVIEW ADDITION

KNOW ALL MEN BY THESE PRESENTS: That Thomas A. Novotny and Barbara A. Novotny, husband and wife, owners of the following described property situated in the City of Shoreview, County of Ramsey, State of Minnesota:

That part of the Southeast Quarter of the Southwest Quarter of Section 1, Township 30 North, Range 23 West, Ramsey County, Minnesota lying Southeasterly and Easterly of the center line of the St. Croix Falls, Minnesota, Improvement Company right-of-way (now Northern States Power Company) except the East 823.16 feet thereof, and except the South 305.00 feet of the West 90.00 feet of the East 1038.61 feet thereof; and excepting the South 182.00 feet of the West 145.45 feet of the East 968.61 feet of said Southeast Quarter of the Southwest Quarter of Section 1, Township 30, Range 23, Ramsey County, Minnesota.

The centerline of the above said St. Croix Falls, Minnesota, Improvement Company right-of-way (now Northern States Power Company) is described as commencing at a stake on the East line of said Section, 110.2 feet North of the East Quarter-section corner thereof, running thence South 58 degrees 21 minutes West 4303.4 feet, thence on a 10 degree curve to the left from said course as a tangent, a distance of 354 feet, thence South 2 degrees 57 minutes West 130.8 feet to a stake on the South line of said Section 1283 feet East of the Southwest corner thereof.

The West 177.00 feet of the East 823.16 feet of the South 280.00 feet of the Southeast Quarter of the Southwest Quarter of Section 1, Township 30, Range 23, Ramsey County, Minnesota.

And that Mark D. Novotny and Billie K. Novotny, husband and wife, owners of the following described property situated in the City of Shoreview, County of Ramsey, State of Minnesota:

The South 182.00 feet of the West 145.45 feet of the East 968.61 feet of the Southeast Quarter of the Southwest Quarter of Section 1, Township 30, Range 23, Ramsey County, Minnesota.

Have caused the same to be surveyed and platted as WOODVIEW ADDITION and do hereby dedicate to the public for public use forever the public way and drainage and utility easements as shown on this plat.

In witness whereof said Thomas A. Novotny and Barbara A. Novotny, husband and wife, have hereunto set their hands this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

Thomas A. Novotny  
Barbara A. Novotny

STATE OF MINNESOTA  
COUNTY OF \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_ by Thomas A. Novotny and Barbara A. Novotny, husband and wife.

Notary Public, \_\_\_\_\_ County, Minnesota  
My Commission Expires \_\_\_\_\_

In witness whereof said Mark D. Novotny and Billie K. Novotny, husband and wife, have hereunto set their hands this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

Mark D. Novotny  
Billie K. Novotny

STATE OF MINNESOTA  
COUNTY OF \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_ by Mark D. Novotny and Billie K. Novotny, husband and wife.

Notary Public, \_\_\_\_\_ County, Minnesota  
My Commission Expires \_\_\_\_\_

I, Daniel W. Obermiller, Licensed Land Surveyor, do hereby certify that I have surveyed or directly supervised the survey of the property described on this plat; prepared this plat or directly supervised the preparation of this plat; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been correctly set; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of the surveyor's certification are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

Daniel W. Obermiller, Land Surveyor  
Minnesota License No. 25341

STATE OF MINNESOTA  
COUNTY OF \_\_\_\_\_

The foregoing Surveyor's Certificate was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_ by Daniel W. Obermiller, a Licensed Land Surveyor.

Notary Public, \_\_\_\_\_ County, Minnesota  
My Commission Expires \_\_\_\_\_

City of Shoreview  
We do hereby certify that on the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_ the City Council of the City of Shoreview, Minnesota, approved this plat. Also, the conditions of Minnesota Statutes, Section 505.03, Subd. 2, have been fulfilled.

\_\_\_\_\_  
Mayor  
\_\_\_\_\_  
City Clerk

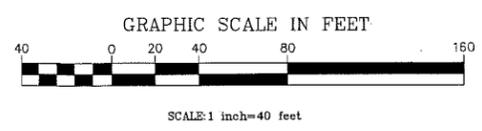
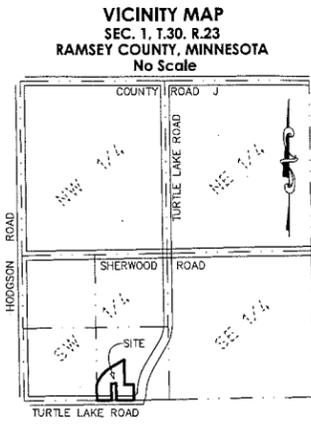
Department of Property Records and Revenue  
Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year \_\_\_\_\_ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfers entered this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

\_\_\_\_\_  
Director  
By \_\_\_\_\_  
Deputy

County Surveyor  
I hereby certify that this plat complies with the requirements of Minnesota Statutes, Section 505.021, and is approved pursuant to Minnesota Statutes, Section 383A.42, this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

Craig W. Hinzman, L.S.  
Ramsey County Surveyor

County Recorder  
County of Ramsey, State of Minnesota  
I hereby certify that this plat of WOODVIEW ADDITION was filed in the office of the County Recorder for public record on this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_ at \_\_\_\_\_ o'clock \_\_\_\_\_ M., and was duly filed in Book \_\_\_\_\_ of Plots, Page \_\_\_\_\_, as Document Number \_\_\_\_\_.

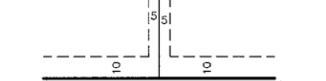


For the purposes of this plat the south line of the Southwest Quarter of Section 1, Township 30, Range 23, Ramsey County, Minnesota, is assumed to have a bearing of South 89 degrees 33 minutes 51 seconds West.

In preparing this plat, the centerline alignment of the former Northern States Power Company right of way was established through information provided by Xcel Energy surveying and mapping records, which in turn was utilized to retrace the Quitclaim Deed legal description on Document No. 3718369.

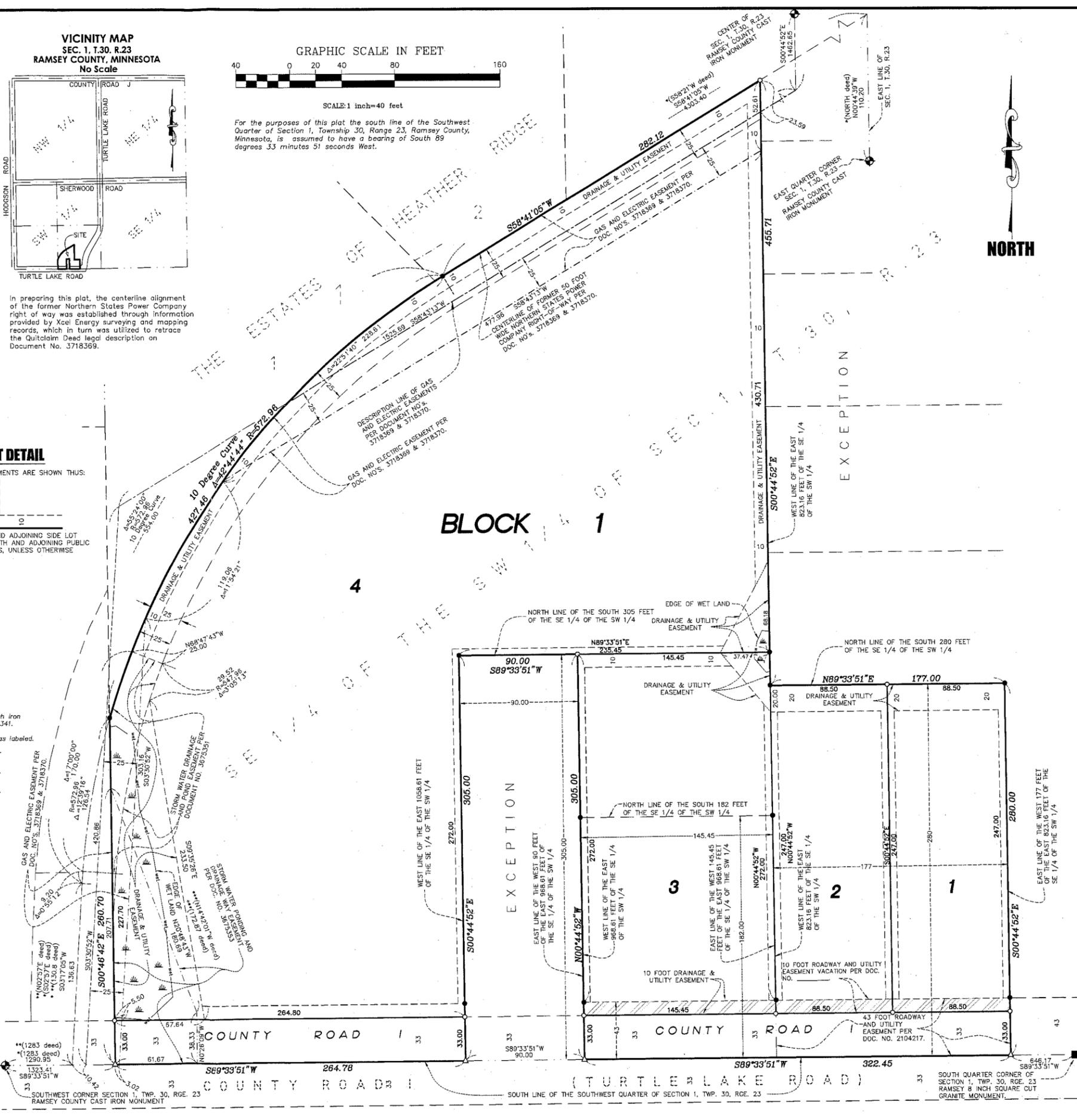
### EASEMENT DETAIL

DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:



BEING 5 FEET IN WIDTH AND ADJOINING SIDE LOT LINES AND 10 FEET IN WIDTH AND ADJOINING PUBLIC WAYS AND REAR LOT LINES, UNLESS OTHERWISE SHOWN ON THIS PLAT.

- △ Denotes set magnetic nail with disk marked RLS 25341.
- Denotes set 1/2 inch by 18 inch iron pipe monument marked RLS 25341.
- Denotes found iron monument as labeled.
- (XX.XX dead) Denotes distance or bearing per Document No. 3718369.
- \*\* (XX.XX dead) Denotes distance or bearing per Document No. 3675351.
- \*\*\* (XX.XX dead) Denotes distance or bearing per Document No. 3675353.





Robert Warwick <rwarwick@shoreviewmn.gov>

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## ROW Vacation - Turtle Lake Road

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Lawler, Sean W <Sean.W.Lawler@xcelenergy.com>

Tue, Jan 27, 2015 at 12:26 PM

To: "rwarwick@ci.shoreview.mn.us" <rwarwick@ci.shoreview.mn.us>

Rob,

Xcel Energy has reviewed the proposed Turtle Lake Road right-of-way vacation. We maintain overhead electric service lines in a portion of the right-of-way to be vacated. Therefore, we request that an easement be reserved for our existing facilities.

Thanks,

Sean Lawler

Xcel Energy | Responsible By Nature

Associate Land Rights Agent

414 Nicollet Mall, MP-7B, Minneapolis, MN 55401

P: 612.330.1956 C: 320.247.0309

E: [sean.w.lawler@xcelenergy.com](mailto:sean.w.lawler@xcelenergy.com)

RECEIVED  
FEB 25 2015  
BY: \_\_\_\_\_

Comments: WILL THE CITY RECEIVE COMPENSATION  
FOR THE VACATED LAND?  
WILL THE EXISTING TREES IN THE PROPOSED  
VACATED AREA BE RETAINED TO KEEP THE  
CURRENT GREEN SPACE?

T:/surveys/2549-14-39 5515 turtle lake road March PH notice

Name: KEVIN BAIFELL / JANET GUTHRIE  
Address: 5529 TURTLE LAKE RD.

**SUBDIVISION AGREEMENT  
5515 AND 5525 TURTLE LAKE ROAD  
MOSER HOMES, INC**

1.0 THIS AGREEMENT is made and entered into by and between the City of Shoreview, a municipal corporation and political subdivision of the State of Minnesota (hereinafter the "City") and Moser Homes, Inc., their successors and assigns (hereinafter the "Developer").

2.0 On March 2<sup>nd</sup>, 2015 the City gave **final plat** approval to subdivide certain property located within the City and described as follows (hereinafter the "subject property")

*That part of the Southeast Quarter of the Southwest Quarter of Section 1, Township 30 North, Range 23 West, Ramsey County, Minnesota lying Southeasterly and Easterly of the St. Croix Falls, Minnesota, Improvement Company right-of-way (now Northern States Power Company) except the East 823.16 feet thereof; and except the South 305.00 feet of the West 90.00 feet of the East 1058.61 feet thereof; and including the West 177 feet of the East 823.16 feet of the South 280 feet of Said Southeast Quarter of the Southwest Quarter. Subject to a road easement over the South 43 feet for County Road I (Turtle Lake Road).*

Generally known as 5515 and 5525 Turtle Lake Road, which upon platting will comprise the subdivision to be known as the Woodview Addition

3.0 Pursuant to City Ordinances, the Developer is required:

- A. To make certain improvements to the subject property.
- B. To provide the City with a form of surety, approved by the City's Attorney, insuring completion of any required improvements which remain incomplete at the time of the Developer's request for final approval.
- C. To make a public land dedication to the City or, in lieu thereof at the discretion of the City Council, to make a cash equivalent payment prior to recording the deeds for the parcels.
- D. To follow certain procedures, as determined by the City, to control soil erosion during the development of the subject property.

4.0 The approval of the City's council was subject to the terms and conditions contained herein, and the following conditions as approved by the City Council on March 2, 2015:

1. A public use dedication fee shall be submitted as required by ordinance prior to release of the final plat by the City. Credit shall given for the two existing dwellings.
2. The applicant shall obtain permits from Rice Creek Watershed District, and other agencies as needed prior to the City's issuance of a grading permit or building permit.
3. Municipal water and sewer shall be provided to all lots.

4. Tree Preservation and Replanting plan shall be submitted with each building permit application for Lots 1 and 2. Replacement trees shall be planted in accordance with the City's Woodlands and Vegetation Ordinance.
5. The applicant and future property owners shall maintain a 16.5' buffer along the perimeter of the wetland areas.
6. Grading, Drainage and Erosion Control shall be submitted with each building permit application for Lots 1 and 2.
7. The driveway on Lot 1 shall be located as far west as possible, to improve traffic safety since there is a curve in the street.
8. The applicant is required to enter into Site Development Agreements with the City. Said agreements shall be executed prior to the issuance of any permits for this project.
9. These approvals expire within one-year of the date approved by the City Council.

5.0 Terms and Conditions. In compliance with the requirements of the City's Development Regulations; in compliance with the City Council's conditions of approval; and in consideration of the undertakings herein expressed, the City and Developer agree as follows:

A. Conditions Precedent. Prior to the City's endorsement of the Deed of Conveyance which will effectuate the subdivision of the Subject Property into Parcel 1 and 2, the Developer shall:

1. Pay Public Use Dedication Fee. The Developer agrees to pay a public recreation use dedication fee in the form of a Cash Equivalent Payment based on the fair market value of Lots 1 and 2. Except as hereinafter provided, the cash equivalency payment shall be due and payable on or before the execution of a development agreement or endorsement of the plat by the City. The Cash Equivalency Payment required on a residential use depends upon the density of dwelling units per acre on the proposed development or subdivision. The proposed development has a density of 0 to 2 units per acre, therefore, **the Cash Equivalency Payment shall equal 4% of the fair market value**. Credit will be given for the existing dwellings.
2. Public Easements. Drainage and Utility easements, including easements over the delineated wetland and wetland buffer areas, shall be dedicated to the City as required by the Public Works Director and the Municipal Code.
3. Sanitary Sewer and Water Fees – Water and sewer service stubs are available to the property. Connection fees will be applied with the building permit fees.
4. Sewer Availability Charge (SAC). New dwellings on Lots 1 and 2 will be subject to the SAC charge of the Metropolitan Council.
5. Maintenance of Private Sanitary Sewer and Water Services. Developer agrees that all sanitary sewer and water facilities, pipes or appurtenances installed on the Subject Property are private, and Developer, its successors and assigns, shall be solely responsible for the maintenance, repair and replacement of such sanitary sewer and water improvements.

6. Wetland Buffer. A wetland buffer has been established on the plat with an easement 16.5-foot upland of the boundary of the delineated wetland. Any disturbed areas within the buffer shall be restored with native plantings approved by the City. The boundary of this buffer shall be identified with signage.

6.0 Default. The occurrence of any of the following after written notice from the City shall be considered an "Event of Default" in the terms and conditions contained in this Agreement. Said default shall be cured within a reasonable time period as specified by the City.

- A. The failure of the Developer to comply with any of the terms and conditions contained in this Agreement;
- B. The failure of the Developer to comply with any applicable ordinance or statutes with respect to the development and operation of the subject property.

7.0 Remedies. Upon the occurrence of an Event of Default, the City, in addition to any other remedy which may be available to it shall be permitted to do the following:

- A. The City may make advances or take other steps to cure the default, and where necessary, enter the subject property for that purpose. The Developer shall pay all sums so advanced or expenses incurred by the City upon demand, with interest from the dates of such advances or expenses at the rate of 10% per annum. No action taken by the City pursuant to this section shall be deemed to relieve the Developer from curing any such default to the extent that it is not cured by the City or from any other default hereunder. The City shall not be obligated, by virtue of the existence or exercise of this right, to perform any such act or cure any such default.
- B. The Developer shall save, indemnify, and hold harmless, including reasonable attorneys fees, the City from any liability or other damages, which may be incurred as a result of the exercise of the City's rights pursuant to this section.
- C. Obtain an order from a court of competent jurisdiction requiring the Developer to specifically perform its obligations pursuant to the terms and provisions of this Agreement.
- D. Exercise any other remedies, which may be available to it, including an action for damages.
- E. Withhold the issuance of a building permit and/or prohibit the occupancy of any building(s) for which permits have been issued.
- F. In addition to the remedies and amounts payable set forth or permitted above, upon the occurrence of an Event of Default, the Developer shall pay to the City all fees and expenses, including reasonable attorneys fees, incurred by the City as a result of the

Event of Default, whether or not a lawsuit or other action is formally commenced or taken.

8.0 **IN WITNESS WHEREOF**, the City and the Developer have executed this Agreement.

Approved by the City Council of Shoreview, Minnesota, this **2<sup>nd</sup> Day of March, 2015**

**DEVELOPER**

\_\_\_\_\_  
Robert J. Moser

**CITY OF SHOREVIEW**

\_\_\_\_\_  
Sandra C. Martin, Mayor

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

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**DEVELOPMENT AGREEMENT  
FOR CONSTRUCTION**

**Woodview Addition**

1.0 THIS AGREEMENT is made and entered into by and between the City of Shoreview, a municipal corporation and political subdivision of the State of Minnesota (hereinafter the "City") and Moser Homes Inc., its successors and assigns (hereinafter the "Developer").

2.0 On March 2, 2015 the City gave approval to subdivide and develop certain property located within the City and described as follows (hereinafter the "Subject Property")

*That part of the Southeast Quarter of the Southwest Quarter of Section 1, Township 30 North, Range 23 West, Ramsey County, Minnesota lying Southeasterly and Easterly of the St. Croix Falls, Minnesota, Improvement Company right-of-way (now Northern States Power Company) except the East 823.16 feet thereof; and except the South 305.00 feet of the West 90.00 feet of the East 1058.61 feet thereof; and including the West 177 feet of the East 823.16 feet of the South 280 feet of Said Southeast Quarter of the Southwest Quarter. Subject to a road easement over the South 43 feet for County Road I (Turtle Lake Road).*

*(commonly known as 5515 and 5525 Turtle Lake Road)*

Which when subdivided will be legally described as:

*Lots 1, 2, 3, and 4, Block 1, WOODVIEW ADDITION, Ramsey County Minnesota.*

3.0 Pursuant to City Ordinances, the Developer is required:

- A. To make certain improvements to the Subject Property.
- B. To provide the City with a form of surety, approved by the City's Attorney, insuring completion of any required improvements which remain incomplete at the time of the Developer's request for final approval.
- C. To make a public land dedication to the City or, in lieu thereof at the discretion of the City Council, to make a cash equivalent payment prior to recording the deeds for the parcels.

- D. To follow certain procedures, as determined by the City, to control soil erosion during the development of the Subject Property.

4.0 Terms and Conditions. In compliance with the requirements of the City's Development Regulations; in compliance with the City Council's conditions of approval; and in consideration of the undertakings herein expressed, the City and Developer agree to develop Lots 1 and 2, Block 1, Woodview Addition, as follows:

- A. Conditions Precedent. Prior to the City's issuance of a building permit on Lots 1, or 2, the Developer shall:

1. Grading, Drainage and Erosion Control Plan. The Developer shall prepare a grading, drainage erosion control plan for any site work that disturbs soil on the Subject Property, including, but not limited to, utility work, construction of a new house or installation of a new driveway. The driveway on Lot 1 shall be located as far to the west as possible. No site grading shall occur prior the Developer obtaining a Grading or Building Permit approved and issued by the City and prior to the installation of approved erosion control measures. The natural drainage pattern shall be retained.

To ensure erosion control during the development of the Subject Property, the Developer is required to submit a financial surety deposit, in a form approved by the Public Works Director. Said deposit shall be submitted prior to, or concurrently with, the issuance of a building permit.

2. Installation and Maintenance of Sanitary Sewer and Water Services. Developer agrees that all sanitary sewer and water facilities, pipes or appurtenances installed on the Subject Property are private. Developer, its successors and assigns, shall be solely responsible for the maintenance, repair and replacement of such sanitary sewer and water improvements as applicable.

A. Sanitary Sewer Service and Municipal Water Service (Public Utilities). Public Utilities have been installed to Lots 3 and 4. Water service and sanitary sewer stubs to service Lots 1 and 2 have been constructed in accordance with the City's ordinances and regulations, and pursuant to specifications approved by the City Engineer.

3. Tree Preservation. Trees shall be preserved as possible, including those in the right of way. Protective tree fencing shall be installed in accordance with the City's Vegetation and Woodlands Ordinance. A wood chip berm, a minimum of 2 feet wide and 18 inches deep, shall be installed inside of the tree protection fence. The tree protection fence and wood chip berm shall be maintained during the period of site work. Minor revisions to the plan may be permitted with approval by the City Planner.

Development Agreement for Construction – Woodview Addition, 5515 and 5525 Turtle Lake Rd.

4. Tree Replacement. The Developer, his assigns, or successors in interest, shall submit a tree removal and replacement plan with any building permit application, including a building permit for a driveway, and water or sewer permits for utility installation for the Subject Property. The plan shall show the location of Landmark Trees, as defined in the Municipal Code, within **30 feet of the limits** of construction and the construction access drive and identify any Landmark Trees that will be removed. The plan shall show the proposed replacement trees and their locations. Replacement trees are required at a ratio of one (1) replacement tree for each Landmark Tree removed. A surety will be required for the replacement trees prior to the issuance of a building permit.
  5. Construction Management. The Developer and its contractors and subcontractors shall work to minimize impacts from construction on the surrounding neighborhood by:
    - A. Definition of Construction Area. The limits of the Project Area shall be defined with heavy-duty erosion control fencing of a design approved by the Public Works Director. Any grading, construction or other work outside this area requires approval by the Public Works Director.
    - B. Parking and Storage of Materials. Adequate on-site parking for construction vehicles and employees must be provided or provisions must be made to have employees park off-site and be shuttled to the Project Area. No fill, excavated material or construction materials shall be stored in any public right-of-way.
    - C. Hours of Construction. Hours of construction, including moving of equipment shall be limited to the hours between 7:00 a.m. and 9:00 p.m. on weekdays and 8:00 a.m. and 9:00 p.m. on any weekend or holiday.
    - D. Site Maintenance. The Developer shall ensure that the contractor maintains a clean work site. Measures shall be taken to prevent debris, refuse and other materials from leaving the site. Construction debris and other refuse generated from the project shall be removed from the site in a timely fashion and/or upon the request by the City.
- 5.0 Other Costs. In addition to the other fees required by the City regulations for this agreement, the Developer agrees to reimburse the City for all costs, of whatever kind or nature, incurred by the City in reviewing or processing the Developer's application or administration of the installation of public infrastructure, including but not limited to costs incurred for legal or other consultants.
- 6.0 All Costs Responsibility of Developer. The Developer agrees to pay for all costs incurred of whatever kind or nature in order to construct the improvements required by the City's regulations. The City shall not be obligated to pay the Developer or any of its agents or contractors for any costs incurred in connection with the construction of the improvements, or the development of the Subject Property. The Developer agrees to hold the City harmless

Development Agreement for Construction – Woodview Addition, 5515 and 5525 Turtle Lake Rd.

from any and all claims of whatever kind or nature which may arise as a result of the construction of the improvements, the development of the property or the acts of the Developer, its agents or contractors in relationship thereto.

7.0 Financial Surety Escrows. The Developer is required to submit financial surety escrows as identified in City Code. The escrow deposits shall be submitted in conjunction with the building permit or grading permit fees. The developer agrees to reimburse the City at a rate of \$55.00 per hour for each hour or fraction thereof used by a City employee in the administration of the Escrow Agreement. The obligations imposed by this paragraph shall commence on the date of execution of this agreement. THE DEVELOPER UNDERSTANDS THAT THE CITY WILL NOT ISSUE A BUILDING PERMIT FOR CONSTRUCTION OF ANY NEW RESIDENCE ON LOTS 1 OR 2 PRIOR TO RECEIPT OF THESE SURETY DEPOSITS.

- A. The developer shall not receive interest on the amount of the surety.
- B. The developer agrees that the surety may be utilized by the City to ensure compliance with the terms of the Development Agreement and to maintain all construction on the site, including the cleaning of road surfaces and storm sewer systems, as determined by the Engineering Department. The surety may also be utilized for clean-up or restoration of areas off of the construction site that are directly or indirectly impacted by conditions on the site.
- C. The developer agrees, upon written notification from the Public Works Director that proper erosion control methods are not being taken, to remedy the problem identified within 24 hours. In the event the remedy is not satisfactorily in place within that time period, the Developer acknowledges that the City may utilize the surety to complete the necessary work.
- D. Any funds not so utilized by the City shall be returned to the Developer once the Public Works Director has determined that the need for erosion control has been satisfied.
- E. Any soils transported to this site or exposed on the site shall be seeded consistent with a plan approved by the Public Works Director.
- F. This agreement shall not supersede any specifications required by the Public Works Director on the approved grading plan.

8.0 Other Agency Approvals. It is the Developer's responsibility to apply for and to acquire all other required agency permits prior to commencing construction, including all approvals necessary from the Rice Creek Watershed District.

9.0 Default. The occurrence of any of the following after written notice from the City shall be considered an "Event of Default" in the terms and conditions contained in this Agreement. Said default shall be cured within a reasonable time period as specified by the City.

Development Agreement for Construction – Woodview Addition, 5515 and 5525 Turtle Lake Rd.

- A. The failure of the Developer to comply with any of the terms and conditions contained in this Agreement;
  - B. The failure of the Developer to comply with any applicable ordinance or statutes with respect to the development and operation of the subject property.
- 10.0 Remedies. Upon the occurrence of an Event of Default, the City, in addition to any other remedy which may be available to it shall be permitted to do the following:
- A. The City may make advances or take other steps to cure the default, and where necessary, enter the subject property for that purpose. The Developer shall pay all sums so advanced or expenses incurred by the City upon demand, with interest from the dates of such advances or expenses at the rate of 10% per annum. No action taken by the City pursuant to this section shall be deemed to relieve the Developer from curing any such default to the extent that it is not cured by the City or from any other default hereunder. The City shall not be obligated, by virtue of the existence or exercise of this right, to perform any such act or cure any such default.
  - B. The Developer shall save, indemnify, and hold harmless, including reasonable attorneys fees, the City from any liability or other damages, which may be incurred as a result of the exercise of the City's rights pursuant to this section.
  - C. Obtain an order from a court of competent jurisdiction requiring the Developer to specifically perform its obligations pursuant to the terms and provisions of this Agreement.
  - D. Exercise any other remedies, which may be available to it, including an action for damages.
  - E. Withhold the issuance of a building permit and/or prohibit the occupancy of any building(s) for which permits have been issued.
  - F. In addition to the remedies and amounts payable set forth or permitted above, upon the occurrence of an Event of Default, the Developer shall pay to the City all fees and expenses, including reasonable attorneys fees, incurred by the City as a result of the Event of Default, whether or not a lawsuit or other action is formally commenced or taken.

Development Agreement for Construction – Woodview Addition, 5515 and 5525 Turtle Lake Rd.

11.0 **IN WITNESS WHEREOF**, the City and the Developer have executed this Agreement.

Approved by the City Council of Shoreview, Minnesota, this **2<sup>nd</sup> day of March, 2015.**

**DEVELOPER**

\_\_\_\_\_  
Robert Moser, Moser Homes, Inc.

**CITY OF SHOREVIEW**

\_\_\_\_\_  
Sandra C. Martin, Mayor

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

**EXTRACT OF MINUTES OF MEETING OF THE  
CITY COUNCIL OF SHOREVIEW, MINNESOTA  
HELD MARCH 2, 2015**

\* \* \* \* \*

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota was duly called and held at the Shoreview City Hall in said City at 7:00 PM.

The following members were present:

And the following members were absent:

Member \_\_\_\_\_ introduced the following resolution and moved its adoption.

**RESOLUTION NO. 15-14  
A RESOLUTION RELATING TO THE VACATION OF CERTAIN PUBLIC  
EASEMENTS**

**WHEREAS**, pursuant to mailed and published notice, a public hearing was held on the 2<sup>nd</sup> day of March, 2015 before the Shoreview City Council to consider the vacation of certain right-of-way easements.

**WHEREAS**, the north 10-feet of the right-of-way is no longer needed for public purposes,

**NOW, THEREFORE**, be it resolved that the Shoreview City Council hereby adopts the Resolution No. 15-14 vacating the public interest in those right-of-way easements reserving unto the City and all entities, private or public, an easement for utility purposes over and across the right-of-way vacated hereby, and described as follows:

*The South 182.00 feet of the West 145.45 feet of the East 968.61 feet of the Southeast Quarter of the Southwest Quarter of Section 1, Township 30, Range 23, Ramsey County , Minnesota.*

*The North 10 feet of the South 43 feet of the following described property:  
The West 177.00 feet of the East 823.16 feet of the South 280.00 feet of the Southeast Quarter of the Southwest Quarter of Section 1, Township 30, Range 23, Ramsey County , Minnesota.*

*The North 10 feet of the South 43 feet of the following described property:  
The South 305 feet of the West 90 feet of the East 1058.61 feet of the Southeast Quarter of the Southwest Quarter of Section 1, Township 30, Range 23, Ramsey County , Minnesota.*

The motion was duly seconded by Member \_\_\_\_\_ and upon a vote being taken thereon, the following voted in favor thereof:

And the following voted against the same:

**Adopted this 2<sup>nd</sup> day of March, 2015.**

\_\_\_\_\_  
Sandra C. Martin, Mayor  
Shoreview City Council

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 2<sup>nd</sup> day of March, 2015 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 adopting Resolution 15-14.

WITNESS MY HAND officially as such Manager and the corporate seal of the City of Shoreview, Minnesota, this 2<sup>nd</sup> day of March, 2015.

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Terry C. Schwerm  
City Manager

SEAL

**PROPOSED MOTION**

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

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

To appoint Eugene Nichols to the Human Rights Commission for a three year term  
expiring January 31, 2018.

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

JOHNSON	_____	_____
QUIGLEY	_____	_____
SPRINGHORN	_____	_____
WICKSTROM	_____	_____
MARTIN	_____	_____

Regular Council Meeting

March 2, 2015

**TO: MAYOR AND COUNCIL**

**FROM: REBECCA OLSON  
ASSISTANT TO THE CITY MANAGER**

**DATE: February 26, 2015**

**SUBJECT: APPOINTMENT TO THE HUMAN RIGHTS COMMISSION**

**BACKGROUND**

The City Council appoints members to citizen advisory committees and commissions. The Human Rights Commission had a recent vacancy for the position vacated by Cory Springhorn due to his election to the City Council. The Commission received two applicants, and interviewed both at their February 25<sup>th</sup> meeting.

**DISCUSSION**

The Human Rights Commission (HRC) received applications from the following individuals for the open position:

**Eugene Nichols**

**Nicole Hertel**

The Commission felt that both candidates were well qualified and would be good additions to the HRC. Ultimately, the Commission voted to recommend appointment of Eugene Nichols. The Commission believed Mr. Nichols' background, experience and networking connections could help the HRC encourage engagement throughout the community on a wider scale. Ms. Hertel currently serves on the Shoreview Public Safety Committee.

**RECOMMENDATION**

It is recommended that the City Council consider the appointment of Eugene Nichols to the Human Rights Commission for a three year term expiring January 31, 2018.

**Attachments:**

Eugene Nichols application

Nicole Hertel application



**Citizen Advisory Committees and Commissions  
Application Form**

Name Eugene (Gene) M. Nicols

Address 5910 David Ct.

Shoreview, MN 55126

\*Home phone number 6513432048 \*Work phone number 6513432048

E-mail  
eugene.nichols@comcast.net

How long have you lived in the City of Shoreview? 13 yrs

Is there any reason that you would be unable to attend regular monthly meetings?

Yes       No

The City of Shoreview currently has several volunteer committees and commissions.

- |                                    |                                  |
|------------------------------------|----------------------------------|
| ➤ Bike and Trails Committee        | ➤ Lake Regulations Commission    |
| ➤ Economic Development Authority * | ➤ Park and Recreation Commission |
| ➤ Economic Development Commission* | ➤ Planning Commission            |
| ➤ Environmental Quality Committee  | ➤ Public Safety Committee        |
| ➤ Human Rights Commission          |                                  |

\* Persons who work in, own, or operate a business within City are eligible to serve on EDA and EDC

Please indicate your preferences on which committee or commission you are interested in serving:

1. Human Rights Commission
2. Human Rights Commission
3. Human Rights Commission

**What are your specific areas of interest within this committee's or commission's scope of responsibilities?**

Shoreview is growing and becoming more and more diverse due to many reasons. Top reasons I find that many people want to live in Shoreview are the quality of area schools, public safety, and it's senior housing expansion. While much of this is also driven by top quality corporate presence (jobs), Shoreview's investment in the environment and recreation continues to attract young as well as a more established population looking for a good quality of life. I believe the Human Rights Commission is perfectly positioned to demonstrate openness and tolerance of all people who choose to live in Shoreview. As an African American, I have enjoyed the neighborhood in which I live, my neighbors, as well as access to local outdoor (lakes, parks, trails) and indoor fun (Shoreview Community Center). We still have great challenges ahead of us towards making all residents feel included in our growth and prosperity as a community. I hope to add my ideas regarding how we can continue to demonstrate the richness of our all of our cultures and valuing our life long experiences.

**Briefly describe your work experience or other background information that would relate to this committee.**

Prior to retiring from the 3M Health Care Division, St. Paul, MN., I had responsibility to hire, train and develop new sales employees into the 3M culture for the purpose of meeting our customer needs. This meant that all 3M Health Care Sales Representative had to be competent and able to relate to the customer despite any perceived or actual differences. More recently, I also briefly worked at the Minnesota Association of Community Health Clinics (MNACHC) as the Outreach and Enrollment Manager ensuring the successful implementation of MNsure throughout Minnesota. This meant thoroughly educating diverse consumers and clinic employees about the availability of products within our Health Exchange. I have also managed the political campaigns for Representative Barb Yarusso. In doing so I knocked on many doors and have spoken to many Shoreview citizens from all economic and cultural backgrounds. I have seen and heard first hand just how diverse we are here in our community.

**Please list other organizations or clubs that you have participated in.**

I currently volunteer with the following organizations: Ramsey County Community Health Advisory Committee, and I currently lead it's Community Health Improvement Plan Access to Health team; Ramsey County Healthy Family America initiative, which works to bring services to young men and women with children ages 0 - 5 to ensure a healthy and safe start (affecting a high rate of new immigrant and African American women); currently chair of the African American Leadership Forum-Health and Wellness Group whose primary goals are to provide education and alternatives within the African American Community on such topics as woman's / men's health, and mental health (alzheimers).

**Why would you like to serve on this committee or commission?**

I would like to serve on this committee because I have a passion to help reduce barriers that sometimes exists between people due many times to a lack of understanding. I believe the Shoreview community would value greatly to have an active group of men and women who can lead by example, and make well considered suggestions that help improve the community in

which I live and play. Since retiring, I have sought to make a difference by becoming intimately involved in my community, State, and Country.

Additional Comments:

I believe my family background, education, work experiences, and community volunteer efforts make me qualified to join such a high functioning group of dedicated men and women. I would appreciate and welcome the opportunity to be a member of the Shoreview Human Rights Commission.

If appointed to a committee or commission, may we include your phone number(s) in the committee/commission handbook?

Yes       No

Eugene M. Nicols  
Signature

1/5/2015  
Date

Submit Form



**Citizen Advisory Committees and Commissions  
Application Form**

Name Nicole Hertel

Address 337 Floral Dr W

\*Home phone number 701-261-2894 \*Work phone number 651-687-7422

E-mail nhertel20@gmail.com

How long have you lived in the City of Shoreview? 1.5 years (I'm new!)

Is there any reason that you would be unable to attend regular monthly meetings?

Yes  No

If yes, please explain:

The City of Shoreview currently has several volunteer committees and commissions.

- Bike and Trails Committee
- Economic Development Authority \*
- Economic Development Commission\*
- Environmental Quality Committee
- Human Rights Commission
- Lake Regulations Commission
- Park and Recreation Commission
- Planning Commission
- Public Safety Committee

\* Persons who work in, own, or operate a business within City are eligible to serve on EDA and EDC

Please indicate your preferences on which committee or commission you are interested in serving:

1. Human Rights Commission

**1. What are your specific areas of interest within this committee's or commission's scope of responsibilities?**

I am particularly interested in helping shape and develop new programs to increase awareness of local and state human rights issues and helping to lead efforts within the city of Shoreview to implement those policies and programs throughout the community. I would greatly enjoy the opportunity to collaborate with individuals and agencies to help shape, plan, and develop human rights and civil rights related educational programming and policy.

**2. Briefly describe your work experience or other background information that would relate to this committee.**

Over the course of my educational career, I have had several opportunities to participate in efforts to improve human rights issues and raise awareness, whether it be through legal CLEs or other smaller initiatives to improve human rights issues and raise awareness. Both my legal educational training and my Master's in Public Administration have allowed me to learn and discuss human rights issues and how they relate to the various government entities. In addition, my work at the Minnesota House of Representatives and the Minnesota State Public Defender's Office has allowed me to personally work with a diverse population of individuals and assist in lobbying for and addressing human rights issues.

**3. Please list other organizations or clubs that you have participated in.**

Minnesota State Bar Association; American Bar Association; City of Shoreview, MN Public Safety Committee; Toastmasters International; Juvenile Justice Coalition of Minnesota; Delta Theta Phi Fraternity

**4. Why would you like to serve on this committee or commission?**

I would be greatly honored to have the opportunity to make a difference in the community by working with other diverse individuals of the commission to address human and civil rights issues directly, leading by example. I enjoy helping to coordinate and implement programs that will stand the test of the time and truly have an impact on the daily lives of Shoreview citizens.

**Additional Comments:**

Just as background, I am an attorney who works for Thomson Reuters in Eagan, MN. I would like to thank the commission for their time and consideration. Thank you!

If appointed to a committee or commission, may we include your phone number(s) in the committee/commission handbook?

Yes     No

Nicole Hertel

1/30/2015

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date