

**CITY OF SHOREVIEW
AGENDA
REGULAR CITY COUNCIL MEETING
May 2, 2016
7:00 P.M.**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF AGENDA

PROCLAMATIONS AND RECOGNITIONS

--Recognition of National Police Week

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. April 11, 2016 City Council Workshop Meeting Minutes
2. April 18, 2016 City Council Meeting Minutes
3. Receipt of Committee/Commission Minutes—
-- Environmental Quality Committee Minutes, April 25, 2016
4. Verified Claims
5. Purchases
6. Authorize Ad for Bid – 2016 Street Seal Coat Project 16-04
7. Developer Escrow Reduction

8. Authorize Purchase of Street Light Materials for 2016 Street Light Replacements, City Project 16-03, and Street Reconstruction Projects 16-01 and 16-02
9. Approve Site and Building Plan Application to Demolish and Rebuild Two Existing Detached Garages at Midland Terrace Complex and Repave Portion of Parking Area
10. Approval of Ordinance Amending Mayor and Council Salaries
11. Authorization to Enter Into Agreement with BWBR—Community Center Expansion Project

PUBLIC HEARING

GENERAL BUSINESS

12. Accept Bid and Authorize Construction Contract – Virginia, Dennison, Lilac Reconstruction, Grand Avenue Reconstruction and Extension, and Highway 96 Turn Lane, City Projects 16-01, 16-02, and 16-07
13. Accept Bid and Authorize Construction Contract – Gramsie Road Rehabilitation, City Project 16-05
14. Approval of Resolution Relocating City Polling Place

STAFF AND CONSULTANT REPORTS AND RECOMMENDATIONS

SPECIAL ORDER OF BUSINESS

ADJOURNMENT

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

City of Shoreview

Proclamation

To recognize National Police Week 2016 and to honor the service and sacrifice of those law enforcement officers killed in the line of duty while protecting our communities and safeguarding our democracy.

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

WHEREAS, nearly 15,725 assaults against law enforcement officers in 2014, resulting in approximately 13,824 injuries;

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

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

WHEREAS, 252 names of fallen heroes are being added to the National Law Enforcement Officers Memorial this spring, including 123 officers killed in 2015 and 129 officers killed in previous years;

WHEREAS, the service and sacrifice of all officers killed in the line of duty will be honored during the National Law Enforcement Officers Memorial Fund's 28th Annual Candlelight Vigil, on the evening of May 13, 2016;

WHEREAS, the service and sacrifice of all officers killed in the line of duty will be honored during the **MINNESOTA LAW ENFORCEMENT MEMORIAL ASSOCIATION'S** Annual Candlelight Vigil, on the evening of May 15, 2016;

WHEREAS, the Candlelight Vigil is part of National Police Week, which takes place this year from May 15-21; NOTE: Because May 15, 2016 falls on a Sunday, some events will take place before the official dates of police week 2016.

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

WHEREAS, the service and sacrifice of **RAMSEY COUNTY SUBURBAN LAW ENFORCEMENT** officers killed in the line of duty will be honored during the **SUBURBAN RAMSEY COUNTY LAW ENFORCEMENT MEMORIAL CEREMONY**, on May 12, 2016;

THEREFORE, BE IT RESOLVED that the **SHOREVIEW CITY COUNCIL** formally designates May 15-21, 2016, as Police Week in **THE CITY OF SHOREVIEW**, and publicly salutes the service of law enforcement officers in our community and in communities across the nation.

Sandra C. Martin, Mayor
May 2, 2016

**CITY OF SHOREVIEW
MINUTES
CITY COUNCIL WORKSHOP MEETING
April 11, 2016**

CALL TO ORDER

Mayor Martin called the workshop meeting of the Shoreview City Council to order at 7:00 p.m. on April 11, 2016.

ROLL CALL

The following attended the meeting:

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

Councilmember Johnson was absent.

Staff: Terry Schwerm, City Manager
Mark Maloney, Public Works Director

North Suburban
Tobacco
Compliance
Project: Katie Engman, Project Director

WaterSmart Bret Foreman, Representative
Neva Widner, Natural Resources Specialist

**DISCUSSION WITH REPRESENTATIVE FROM THE NORTH SUBURBAN
TOBACCO COMPLIANCE PROJECT/RAMSEY TOBACCO COALITION**

Compliance Checks

The Council met with Katie Engman, Project Director of the North Suburban Tobacco Compliance Project to discuss recent tobacco compliance check issues with Shoreview businesses and to discuss flavored tobacco regulations.

Ms. Engman commended Shoreview for all the work done in tobacco regulation. Tobacco continues to be the cause of 1 in 5 deaths in the United States. There are 1,200 deaths each day, which is one death every 2 minutes. The Association for Nonsmokers Minnesota (ANSR) is a nonprofit organization dedicated to reducing the human and economic costs of tobacco use in Minnesota. The North Suburban Tobacco Compliance Project conducts compliance checks in businesses of 13 north suburban Ramsey County cities. Training of vendors, their staff and City staff is included. The cost is approximately \$50 per vendor, which can be paid from license fees. State law requires at least one compliance check each year; ANSR conducts two in Shoreview.

Councilmember Quigley stated that the pressure point for compliance is with store owners and managers to train staff. He asked for a review of the penalties. City Manager Schwerm stated that the first failure is a fine of \$250; a second failure in the same year is a \$500 fine; a third

failure is a fine or \$1000 and a time of suspended sales. No one has had a third failure. Two of the vendors in the second compliance check in 2015 had a second failure. All four vendors who failed the second compliance check in 2015 asked for identification but did not read it properly. Minnesota drivers' licenses clearly state whether the person is under age 18. That is why training is so important.

Mayor Martin suggested the City send a letter after more than one compliance failure to let vendors know how serious the City views this issue. Training is available, and compliance needs to be stressed with employees. She also suggested following up on the City's ordinance that failure will compel a third compliance check for that year. Mr. Schwerm noted that the City ordinance already calls for an additional compliance check after two failures. Ms. Engman agreed to work with the Sheriff's Department for an added compliance check if needed.

Mayor Martin emphasized that it is important that vendors know the City is watching and will enforce regulations.

E-Cigarettes/Flavored Cigars

Ms. Engman reported that state law states that it is illegal to sell an e-cigarette to a minor, and it is illegal for minors to possess an e-cigarette. E-cigarettes must be sold behind the counter in stores, but that requirement is not made on tobacco shops. The amount of nicotine in e-cigarettes is unregulated. All cities in Ramsey County have added e-cigarettes to clean indoor air policies. The percent of high school students trying tobacco products is decreasing, but the tobacco industry spends \$135.5 million each year for advertising in Minnesota targeting youth. This amounts to \$370,000 per day in the state of Minnesota. Advertising emphasizes a sweet taste to attract youth. These products will lead to nicotine addiction.

New tobacco prevention trends include setting a minimum price for flavored cigars and regulating the number of flavored cigars in a pack, as well as establishing a minimum age for purchase. Cheap cigars are 3/\$1.00 with colorful packaging that smells good. The problem with flavored cigars is that they have the same health effects as smoking cigarettes. The flavoring makes them very attractive to youth, and they are sold in small package sizes at a low cost.

Cigar and cigarillo use is prevalent among youth at Mounds View High School. In 2013, it was found that within a 30-day period, 12% of 11th grade males had used cigars. Promotions use Hip Hop artists and subcultures that attract youth. Many promotions can also be seen on social media sites that are popular with youth. Cigarillos are often used as drug paraphernalia. These products are designed to avoid tobacco control regulations.

Ms. Engman described the Maplewood ordinance, which has implemented a minimum price and pack size. Cigars must be sold at \$2.60 each. A pack of two is \$5.20; a pack of 3 is \$7.80 and a pack of 4 is \$10.40 before sales tax. Similar ordinances have been adopted in St. Paul, Brooklyn Center, Bloomington, Richfield and Minneapolis. Vendors can refuse to carry products that are pre-priced. Ms. Engman advised a 30-day to 60-day roll out period to inform vendors and residents, if Shoreview were to implement similar regulations.

Councilmember Wickstrom asked at what price point youth are discouraged from purchasing these products. Ms. Engman stated that research shows that any price increase becomes a discouraging factor.

Other measures that are being taken across the metro to prevent flavored tobacco products from being sold to youth include: 1) prohibiting sale of all flavored tobacco products including cigars except at tobacco retail stores; 2) regulating menthol tobacco products; 3) setting the minimum age to 21 for a purchaser.

Mayor Martin asked what opposition occurred in Maplewood. Ms. Engman stated that vendors were in opposition, but the regulations were supported by the public. Mayor Martin stated that her preference would be to follow through with price changes but not prohibit sales. She noted the last time the City changed tobacco regulations not only were vendors opposed, but the Public Safety Committee was also opposed. Mr. Schwerm explained that the Public Safety Committee was opposed because Shoreview would be the only City with these regulations, and people would just go to a nearby city to make their purchase. Mayor Martin stated that now that a number of cities have taken regulatory action, she is supportive of more restrictive tobacco sales.

It was the consensus of the Council to have Ms. Engman meet with staff and vendors to present this information in anticipation of the City moving forward with further regulations.

REVIEW AND DISCUSSION REGARDING WATER CONSERVATION GRANT PROGRAM

Mr. Maloney stated that a \$54,000 grant was awarded to the City last year from Minnesota's Environmental and Natural Resource Trust Fund (ENRTF). The grant money is to be used to determine if providing timely, bi-weekly water consumption data to a group of 400 customers would improve their water conservation. Shoreview's normal schedule is to provide water consumption data quarterly. Since receiving the funds, staff has become aware of a sophisticated program created by WaterSmart that would fit the customer interaction and outreach portion of the grant work plan named "Know Your Flow."

Presentation by WaterSmart Representative Bret Foreman

Through the WaterSmart program, customers will be able to determine their water usage on a daily basis with explanation of what the numbers mean and recommendations on how people can take action to reduce water usage. Software will be provided to the Public Works team to set up an individual website portal for each customer. The software identifies any leaks, underperformance of meters or other needed repairs. If a repair is needed, there are links to videos that explain how to make the repair.

WaterSmart currently works with approximately 50 water utilities throughout the country in both small and large communities. Similar programs have been used with electric companies in Minnesota for the last five years. Customers like receiving more specific data about their usage. Ratings of satisfaction are higher with the WaterSmart program. City staff will be trained and will send out reports on City letterhead. Any questions can be addressed to City staff. Customers will also have access to City reports on water.

Councilmember Quigley asked how the information is pertinent to the individual. Mr. Foreman explained that a profile is built on each individual property based on size, number of people living at the property, etc., to give personalized feedback.

Mr. Maloney added that the Ramsey County Assessor's Office has property information about lot size and number of bedrooms. WaterSmart uses this public information and climate to begin building a profile. Mr. Foreman added that an estimate of the number of people in a home is made based on the number of rooms and water use. Customers are asked to update their portal with accurate information, if WaterSmart has not estimated correctly.

Mayor Martin asked if there is ever opposition to the personal information gathered and reported. Mr. Foreman acknowledged that some people do not like the reports. He estimated approximately 1% do not like the system. It is very easy for staff to take customers off the program, if they do not like it.

Mr. Schwerm asked if comparative models are used from other geographical areas that would not apply or work well here. Mr. Foreman stated that comparisons are always made between people within the same community. No comparisons are made outside the community.

Councilmember Wickstrom stated that the City will continue to use groundwater and will need to show it is doing its part for conservation and asked how this could be made available to everyone.

Mr. Maloney stated that he envisions this type of communication will become the mainstream in the future. The program can be used with the entire City, but it is recommended to use a control group first in order to get comparison information. The software will be located at the WaterSmart website; Shoreview will have the URL. In year 1 there will be a one-time set up fee of \$3,300. In year 2 there would be a fee of \$3,000 to send welcome letters to the initial 4,400 homes. The license for year 1 with 400 homes is \$11,940; in year 2 with 4,400 homes the license cost is \$29,540. Mr. Schwerm added that 4,400 homes is approximately half of the City's utility accounts. The price to include everyone is an annual license fee of \$29,540. This is less than \$1.00 per quarter to provide a great amount of information that is individualized. He believes the City will save money in future years as online billing continues to grow.

Mr. Maloney stated that WaterSmart has been approved by grant administrators for the grant work plan. Staff is requesting the Council to consider expanding the WaterSmart program after the work of the grant is completed.

It was the consensus of the Council to move forward with implementing the WaterSmart system.

Mayor Martin stated that there will be implications to water bills by implementing this system. She would like to work with the legislature to provide funding as incentives for communities to use this kind of system.

UPDATE ON STATUS OF COUNCIL GOALS

City Manager Schwerm reported on accomplishments achieved under the four goals adopted by the Council in April 2015.:

1. **Financial Stability:** The following were completed:
 - 2016-2017 Biennial Budget
 - 2016-2021 Capital Improvement Program
 - Five-Year Operating Plan

- Update of the Comprehensive Infrastructure Replacement Plan
- Two improvement bonds were issued to finance the water treatment plant and other City projects. The City's AAA bond rating from Standard & Poor's has been maintained.

2. **Community Facilities:**

- Wilson Park playground equipment will be replaced in 2016, and a picnic shelter will be added.
- The water treatment plant is planned to be operational in 2016.
- The City has worked collaboratively with Ramsey County on the Regional Library project and is also working on the Shoreview Commons Master Plan update with StanTec

3. **Economic Development:**

- Kowalski's Market has been approved for the former Rainbow Foods property.
- The second phase of the Shoreview Senior Living apartment project on Hodgson Road has been approved.
- The City worked with the Minnesota Department of Employment and Economic Development and GreaterMSP to relocate Ally Financial Services to the Shoreview Corporate center campus on Lexington Avenue
- Preliminary approvals have been given for a mixed use redevelopment on the property at Rice Street/County Road E. A Tax Increment Financing Plan for the property will provide \$2,950,000 to the developer on a pay-as-you-go basis. The developer is investing close to \$30 million.
- The City continues to work with Ryan Companies regarding potential development on the Children's Hospital property in the Rice Creek Corporate Park.
- The 77-unit Applewood Pointe Senior Cooperative was completed and opened in 2015.
- The City is working with Ramsey County and Vadnais Heights and Little Canada on predesign work for the Rice Street Bridge replacement and seeking legislative funding for the project.
- Work will begin to update the City's Comprehensive Plan during 2016.

Community Vitality:

- A Community Survey was completed in 2015 with results incorporated into the 2016-2017 biennial budget.
- A Citizen Leadership Academy began with 19 interested Shoreview residents.
- An Advance Resignation Policy was adopted that has improved employee transition planning. This has brought dividends in being able to plan ahead for filling positions.
- In 2017, the Community Center expansion is planned. He would recommend working with BWBR for a proposal to begin the design work in order to bid the project early in 2017.

Councilmember Quigley stated that he would like communication to residents to be clear about the reason for the expansion and why certain features are included. Mr. Schwerm agreed that will be important. This proposed expansion is mostly updating space and equipment without a lot of revenue potential. One thing that could be added would be zero depth water park features that could bring in more revenue.

Councilmember Springhorn asked if the indoor playground would remain open. If it needs to be closed, it would be preferable to have it closed in the summer. Mr. Schwerm stated that he anticipates that most activities will remain open. If the playground is closed, it will be for a short time.

It was the consensus of the Council to contact BWBR to proceed with the Community Center expansion design with cost estimates and include an estimate for a shallow water play area.

RAMSEY COUNTY “A START BY BELIEVING COMMUNITY” INITIATIVE

Mayor Martin stated that the City has been asked to consider passing a resolution to support a new Ramsey County initiative: “A Start by Believing Community.” This is a joint effort between St. Paul and Ramsey County Public Health and the Ramsey County Attorney’s Office to support the national public awareness campaign, “Start by Believing” to improve response to sexual violence survivors. The goal is to provide education, training and outreach to reduce the disbelief, shame and blame that sexual violence survivors encounter. The program will kick off on April 13, 2016. Councilmember Springhorn agreed to attend that event.

Councilmember Quigley noted that the school district has not been contacted to support this initiative. Mayor Martin agreed to check into school district participation.

OTHER ISSUES

Mayor Martin reported that she has been asked to sign a letter in support of transportation and transit from Edina, Shoreview, Eagan and Minnetonka. Councilmembers expressed support for Mayor Martin to sign the letter for Shoreview.

Councilmember Quigley raised the issue of representation on the Metropolitan Council. Councilmember Wickstrom responded that the Citizen’s League has looked into this issue and believes terms should be staggered and more people should be on the Nominating Committee.

The meeting adjourned at 9:35 p.m.

CITIZEN COMMENTS

There were none.

COUNCIL COMMENTS

Mayor Martin:

Gallery 96 is holding an exhibition at the library May 6, 2016 through June 3, 2016. The theme is "Gone Wild." There are photos and other art work on display.

An update from Canadian Pacific Railroad, regarding the rail intersection quiet zones in the City, indicates that the compliance work for all seven intersections in Shoreview and Little Canada is close to completion. There is a 21-day notice period for the implementation of the quiet zone. It is anticipated that the quiet zones will be in effect by the end of May.

Cleanup Day will be Saturday, May 21, 2016. Detailed information is available on the City website.

Councilmember Johnson:

Huge congratulations to School Superintendent John Hoverman on the announcement of his retirement. He has played a critical role in School District 621 for the past 40 years. A scholarship has been established in his honor for School District 621.

The Lake Johanna Fire Department has been quite visible recently due to several incidents in the last few weeks. Residents are urged to thank them for their service to keep everyone safe.

Mayor Martin noted that all the firefighters are now trained as EMTs and are often the first responders to accidents and health emergencies.

Councilmember Quigley:

The next Business Exchange meeting will be April 27, 2016, at 5:00 p.m., at the North Metro Event Center, now housed in the former Hampton Inn.

On Wednesday, April 20, 2016, the Environmental Quality Committee will have a presentation on the "State of the Waters," in the Council Chambers.

Noted a beekeeping event in the Council Chambers on Tuesday, April 19, 2016. City Planner Kathleen Castle added that it is a joint workshop with the City Council, Planning Commission and Environmental Quality Committee to consider a possible text amendment to the ordinance. A representative from the Bee Lab at the University of Minnesota will make a presentation.

Councilmember Wickstrom:

The Annual Spring Concert by the Shoreview Northern Lights Variety Band will be held Saturday, April 23, 2016, at Benson Great Hall at Bethel University. The concert begins at 7:00 p.m. Tickets can be purchased at City Hall or at the snlvb.com website. Tickets are \$10 if purchased in advance, or \$15 at the door. The theme is on National Parks.

Councilmember Springhorn:

The Annual Leadership Luncheon will be Wednesday, May 4, 2016. Anyone interested may contact Councilmember Springhorn.

The Second Annual Mayors Challenge Golf Tournament will take place in June at Keller Golf Course at 11:00 a.m. The cost is \$150.00 for golfing including dinner. Registering as a foursome is \$137.00. If only attending the dinner, the cost is \$35.00.

CONSENT AGENDA

Councilmember Springhorn requested that No. 7 be pulled for separate discussion. He noted that all the cities in Ramsey County have been requested to pass a resolution in support of the “A Start by Believing Community Initiative” in support of victims of sexual violence. He attended a kickoff event for this initiative. Participants were asked to sign a pledge card to help this initiative. He distributed pledge cards to the Council.

MOTION: by Councilmember Wickstrom, seconded by Councilmember Quigley to adopt the Consent Agenda for April 18, 2015, and all relevant resolutions for item Nos. 1 through 12:

1. April 4, 2016 City Council Meeting Minutes
2. Receipt of Committee/Commission Minutes:
 - Economic Development Authority, March 14, 2016
 - Planning Commission, March 22, 2016
3. Monthly Reports:
 - Administration
 - Community Development
 - Finance
 - Public Works
 - Park and Recreation
4. Verified Claims in the Amount of \$786,961.71
5. Purchases
6. License Applications
7. Resolution in Support of the “Ramsey County: A Start by Believing Community Initiative”
8. Approval of MPCA Environmental Assistance Grant Application-City Sustainability Planning
9. Approval of Supplemental Water Patrol Agreement
10. Approval of Supplemental Water Patrol Agreement
11. Approval of December 31, 2015 Interfund Transfers and Loans
12. Declaration of Intent to Bond

VOTE: Ayes - 5 Nays – 0

PUBLIC HEARING

PROPOSED MODIFICATION OF MUNICIPAL DEVELOPMENT DISTRICT NO. 2, ESTABLISHMENT OF TAX INCREMENT FINANCING DISTRICT NO. 10 (A REDEVELOPMENT DISTRICT) AND ADOPTION OF A TAX INCREMENT FINANCING (TIF) PLAN, AND APPROVAL OF A TAX INCREMENT DEVELOPMENT AGREEMENT - ELEVAGE DEVELOPMENT GROUP MIXED-USE HOUSING/RETAIL DEVELOPMENT PROJECT

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

The proposal is to adopt a TIF Plan to establish TIF District No. 10, a Redevelopment District and to authorize execution of a TIF Development Agreement between Elevage and the City of Shoreview.

The project consists of a 5-story mixed-use building with 134 apartments, 6,800 square feet of ground floor retail space and 14 rental townhomes on the west end of the site. There are 5 parcels proposed to be included in TIF District No. 10--4 residential and 1 commercial property.

The developer explains that the reason for requesting TIF assistance is because of the extraordinary costs associated with redevelopment, including property acquisition, demolition and cleanup, a storm water system, parking facilities and other site improvements.

The City hired the firm, LHB to conduct inspections. A detailed report was submitted to the City showing that the four properties of the project area qualify as a Redevelopment TIF District. A Redevelopment District carries a maximum duration of 25 years, which is proposed for TIF District No. 10. The TIF Plan incorporates the LHB report.

The TIF Plan has been submitted to the Mounds View School District and Ramsey County as per notification requirements. No comments have been received to date. On March 27, 2016, the Planning Commission adopted a resolution indicating that the TIF Plan is consistent with the City's general plan for development and redevelopment and with the City's Comprehensive Plan, as required by state law.

The five parcels to be included in the TIF District have a market value of \$1.7 million, as determined by Ramsey County. Once the development is complete, the projected site value is \$29,655,000. A Minimum Assessment Agreement will be executed between the City, County and Developer to set the value of \$29,655,000 for the 25-year term of the District. This amount cannot decrease but can increase.

The Development Agreement provides for "gap financing" in the amount of \$2,950,000, and identifies eligible costs that can be financed with TIF reimbursement. The City will issue a TIF Revenue Note to the Developer based on the City's policy of "pay-as-you-go," which means the project must be completed with sufficient TIF revenues generated in order for TIF reimbursement to the Developer. There is no financial risk to the City. The Developer will be required to provide invoices to the City to verify eligible costs for TIF reimbursements. Cash

flow projections show that the TIF note to the developer will likely be paid off by year 11 of the 25-year term. The City can then decertify the TIF District prior to the 25-year term.

In response to Ramsey County's request, the Development Agreement allows up to 8 affordable apartment units of the 134 total. The remaining units will be at market rate. The County has indicated that funding is available to support no more than 4 affordable units. There is no requirement on the part of the City to provide affordable units. The final number will be determined by the Developer and the County. Affordable means units available to persons at or below 80% of the median income of \$55,440 for a two-person household. The City's Economic Development Authority (EDA) reviewed the County's request and agreed to a small number of units at affordable rates. The EDA has thoroughly reviewed the TIF proposal and recommends approval. There is a 10:1 ratio of private dollars for the tax increment generated.

The TIF Development Agreement provides for the City to retain 25% of the tax increment generated, as allowed by state law. These funds can be pooled to assist with other redevelopment projects. The City's share, based on cash flow projections, is expected to be approximately \$1.3 million. The Agreement also allows the City to use tax increment funds for eligible future transportation improvements on Rice Street. A potential right-turn access into the site has been discussed when Ramsey County reconstructs the road.

Councilmember Quigley asked if the City would be pooling tax increment funds after the District is closed. Mr. Simonson responded that once the District is decertified, no further pooling of increment funds can take place.

Mayor Martin asked if the 25% pooling is distributed on an annual basis. Mr. Simonson stated that the County sends the City a notice of revenue captured through the TIF District twice per year. The City would then distribute 75% to the Developer and pool 25% for the City. The \$1.3 million is based on payoff in 11 years.

City Attorney Kelly stated that he has reviewed the affidavit for public notice, which meets all requirements.

Mayor Martin opened the public hearing. There were no comments or questions from the public.

MOTION: by Councilmember Quigley, seconded by Councilmember Wickstrom to close the public hearing at 7:40 p.m.

VOTE: Ayes - 5 Nays - 0

Councilmember Johnson, President of EDA, stated that this parcel has been identified on the EDA Work Plan as one for redevelopment. She emphasized that the TIF funding is not taxpayer dollars. The project meets all requirements for a TIF District, and the EDA voted unanimously to approve it.

Mr. Simonson stated that the City does not issue any bonds or debt up front to give funds to the Developer. He further explained that the developer pays taxes on the current value of the five

properties and future projected value. The County captures the difference between the pre-development taxes and post-development taxes, which is the increment distributed to the City. The City then reimburses the Developer.

Councilmember Quigley noted TIF eligible expenses that include a storm water system estimated at \$75,000; underground parking estimated at over \$1 million; and demolition, landscaping and trails. The numbers work well and are compelling for him to support this TIF Plan.

MOTION: by Councilmember Johnson, seconded by Councilmember Quigley to adopt Resolution 16-31, approving the modification to the Municipal Development District No. 2 and Tax Increment Financing Plan for the creation of a new Tax Increment District No. 10, a Redevelopment District; and to adopt Resolution 16-32 approving a Tax Increment Financing Development Agreement with Elevage Development Group LLC for the mixed-use housing redevelopment project and authorizing execution of said agreement subject to minor changes as approved by the City Manager and City’s legal counsel.

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

FINAL PLAT/PUD - ELEVAGE DEVELOPMENT GROUP, LLC, 350 RUSTIC PLACE, 157/185 COUNTY ROAD E, 3521 RICE STREET

Presentation by City Planner Kathleen Castle

The Final Plat and Final Planned Unit Development (PUD) is to redevelop properties at 3500 Rustic Place, 185/157 County Road E, and 3521 Rice Street with a mixed-use structure for 134 apartment units with 6,800 square feet of commercial space and 14 townhome units to be located in two buildings. The Final Plat divides the property into two lots. Minor modifications are needed to the proposed utility easements.

The Final PUD shows flexibility for structure setbacks, building and parking that were previously approved. Screening is shown on the north lot line and includes landscaping with plants that exceed the City’s minimum requirements. Fencing adjacent to 3520 Rustic Place is recommended and is included in the Development Agreement.

Elevage has purchased the property at 3527 Rice Street with plans to maintain it as a single-family use for the short term. When that property is developed, it will go through the City’s review process. Landscaping requirements are addressed in the Development Agreement. An oak wilt management plan is required. The Developer has met with a certified arborist and will submit an oak wilt management plan to the City for review.

Staff is recommending approval of the Final Plat, the Final PUD and the Development Agreement.

Councilmember Wickstrom verified with the Developer that satellite dishes, bikes and grills will not be allowed on the balconies. She suggested that it would be appropriate to rename County Road E, as it is a City street. City Manager Schwerm stated that staff will work with the Developer on the street name and report back to the Council.

Mayor Martin opened discussion to public comment. There were no comments or questions.

MOTION: by Councilmember Wickstrom, seconded by Councilmember Johnson to approve the Final Plat and Final PUD applications, including the Site Development Agreements, submitted by Elevage Development Group to plat and redevelop the properties at 3500 Rustic Place, 185/157 County Road E and 3521 Rice Street with a mixed-use high density residential development, subject to the following conditions:

1. The Final Plat shall be revised to include:
 - a. 10-foot drainage and utility easements along the road rights-of-ways
 - b. 20-foot wide drainage and utility easement that transcends Lot 1. The proposed storm sewer line in this easement area does not serve a public purpose and will remain private.
2. A public use dedication fee shall be submitted as required by ordinance prior to release of the Final Plat by the City.
3. The applicant is required to enter into a Site Development Agreement and Erosion Control Agreement with the City, including the submittal of the financial sureties. Said agreements shall be executed prior to the release of the Final Plat.
4. The Landscape Plan shall be revised to include privacy fencing with a maximum height of 6 feet, adjacent to the property at 3520 Rustic Place.
5. The items identified in the City Engineer's memo shall be addressed prior to the issuance of any City permits.

This approval is based on the following findings of fact:

1. The proposal supports the policies in the City's Comprehensive Plan relating to land use and housing.
2. The subdivision complies with the City's development code standards for plats and residential development.
3. The proposed residential use will not adversely impact the planned land use of the surrounding property.
4. The Final Plat and Final PUD are consistent with the previous City approvals.

Discussion:

Mr. Mergens, Elevage, thanked the City Council and staff for the time and work that has been given to this project. Elevage Group is excited to begin and bring a beautiful development to the City. As soon as the construction loan documents are signed and architectural building plans completed, the work will begin.

Councilmember Wickstrom asked about information notices to neighbors, keeping traffic off Rustic Place, and work hours. Mr. Mergens stated that the Development Agreement requires that all construction traffic be parked onsite. Information will be provided to neighbors as the project progresses. Ms. Castle stated that work hours are 7:00 a.m. to 9:00 p.m. Monday through Friday; 8:00 a.m. to 7:00 p.m. on Saturdays and no work on Sundays and holidays.

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

AUTHORIZE AGREEMENT WITH WATERSMART

Presentation by Public Works Director Mark Maloney

Fifteen years ago, approximately 13% of Shoreview water produced was unaccounted for through leaks and meters not performing correctly. That has been reduced to less than 5%; the average is 10%. The City has accomplished significant water conservation in the last 15 years.

In its ongoing efforts in conservation, the City received an ENRTF (Environmental Natural Resource Trust Fund) grant in the amount of \$54,000 to begin a “Know Your Flow Program” with 400 properties in the City from 2016 to 2018. The premise is whether, with better and faster information, residents would be better able to conserve more water. A professional services agreement is proposed with WaterSmart, a firm that has developed a website program that establishes a “portal” site for each utility billing customer to allow access to individual water usage information.

WaterSmart is a west coast firm that has developed a system using public customer data to measure water consumption based on individual property features, such as number of bedrooms and lot size. Individual customer data is the basis for water conservation recommendations to that customer. The data is given to property owners through mailed reports and a mobile device app. The system is sophisticated and can pinpoint unaccounted for water uses like leaky toilets or a meter that is not performing accurately. There are links to videos that show how to make needed repairs. The ENRTF grant administrators have fully approved using the WaterSmart system within the “Know Your Flow Program.” The goal is to give direct information to residents on their water usage.

The total estimated costs to use the WaterSmart system is \$86,100 for 2016 to 2018. ENRTF has already agreed that \$17,000 from the grant can be used. The City Water Fund would fund \$69,100. The first year will work with the 400 property owners. The next two years will be a random selection of 4,000 water accounts, although all residential customers would have access to data on their water use. That is approximately half of the water accounts in the City.

MOTION: by Councilmember Wickstrom, seconded by Councilmember Springhorn to authorize a Professional Services Agreement with WaterSmart Software for customer engagement and analytic activities in conjunction with Shoreview’s water conservation program.

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

Before adjournment Mayor Martin wished goodbye and safe journey to City Attorney Joe Kelly, who has been deployed. She thanked him for the service he has given to the City.

ADJOURNMENT

MOTION: by Councilmember Johnson, to adjourn the meeting at 8:20 p.m.

VOTE: Ayes - 5 Nays - 0

Mayor Martin declared the meeting adjourned.

THESE MINUTES APPROVED BY COUNCIL ON THE ___ DAY OF _____ 2015.

Terry Schwerm
City Manager

DRAFT

Minutes

ENVIRONMENTAL QUALITY COMMITTEE

April 25, 2016 7:00 PM

1. CALL TO ORDER

The meeting was called to order at 7:04PM.

2. ROLL CALL

Members Present: John Suzukida, Tim Pratt, Lisa Shaffer-Schrieber, Lynne Holt, Paige Ahlborg, Leslie Sharkey, Kathy Radosevich

Members Absent: Srinivasa Tala, Susan Rengstorf

Staff Present: Neva Widner

3. APPROVAL OF AGENDA

The agenda was approved with the addition of the two work plan tasks: Green Community Awards and an update on solar initiatives for the report.

4. APPROVAL OF MEETING MINUTES – March 28, 2016

The meeting minutes were approved with no changes.

5. BUSINESS

A. Workplan Tasks

a. Speaker Series 2016

Review: April 20th: Eric Korte, Shoreview State of the Waters. EQC members agreed this presentation was well attended, with 21 present attendees. The audience was highly engaged in the presentation and Eric and Paige did an excellent job highlighting and explaining different water quality improvement initiatives in the Ramsey Washington Metro Watershed District region.

b. July/August ShoreView's Articles: Neva reviewed previous years' articles in the ShoreViews newsletter for this edition. Leslie will draft an article on urban gardening and Neva will assemble an article on pollinators and best practices for homeowners.

c. Green Community Awards: Neva brought hard copies of the Green Community Award applications and EQC members will share the applications with homeowners with recent additions of solar projects and geothermal projects in 2015. Applications are due at the end of May.

d. Solar Initiatives update: John has been busy meeting with City officials and partners in the region to collect information on potential solar initiatives in the Shoreview area. His notes are included as appendix A to these minutes. The EQC formed a subcommittee to continue working on this project. The subcommittee consists of John, Tim, Paige with one open spot if another member chooses to be involved.

B. Public Works Update

- a. EAB Treatment- Neva announced that the EAB treatment program is open and available to residents. EAB diseased trees count is up to 15 for 2016 removals.
- b. Beekeeping resolution- No new date has been set yet for the beekeeping resolution, Neva will update members when a new date is set.

C. Other-none

D. Adjournment -9:00PM

Next regular meeting – **May 23, 2016**

Appendix A

Environmental Quality Committee Energy Consumption Status

John Suzukida

April 25, 2016

From our plan for 2016, I am recommending that we prioritize:

- 1) community solar awareness as an actionable item for Shoreview residents
- 2) pursue businesses for possible community solar garden roof space and/or their own solar initiatives
- 3) prioritize PACE financing after those initiatives.

I met with Julie Drennen of Conservation MN who can help with community organizing aspects by leveraging her developing list of contacts.

Step one, we ask Trevor Drake of CERTS (Clean Energy Resource Team) to do a Community Solar presentation for Shoreview, similar to what he did in Falcon Heights and does for many other cities, as a way to enable people in the Community to begin evaluating how they could participate in solar investments.

Step two would involve Julie, Tim, potentially a new EQC member, someone from the City and me to work with local businesses who have large, flat roofs, to consider either solar for their own use or the possible use of their roofs as solar community gardens for Shoreview.

- Julie is contacting Dave Johnson from Crossroads Properties for us to meet with and do a little end user market research
- I am putting together an agenda for that "sales call" including any case study material we come up with to show people like Dave.

Discussion items:

- 1) Who can/should be on this "business team", including city of Shoreview representation?
- 2) Investing in solar is often a second step for businesses after they've taken steps to be more energy efficient. Not knowing where businesses in Shoreview are on this issue is what spawned the idea of doing some market research by initiating contact and asking/discussing how businesses feel about energy efficiency. A discussion of how involved we get in what is a business for energy efficiency actions, yet other communities have businesses pulling together and moving forward (Woodbury).

MOTION SHEET

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

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

Date	Description	
04/21/16	Accounts payable	\$83,733.57
04/15/16	Accounts payable	\$737,952.95
04/26/16	Accounts payable	\$7,480.00
04/27/16	Accounts payable	\$61,348.96
04/28/16	Accounts payable	\$74,086.71
	Sub-total Accounts Payable	\$ 964,602.19
04/29/16	Payroll (including direct deposits)	\$168,277.43
	Sub-total Payroll	\$ 168,277.43
	Total	\$ 1,132,879.62

ROLL CALL:	AYES	NAYS
Johnson		
Quigley		
Wickstrom		
Springhorn		
Martin		

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
ALLEN, DEANNE	COUNCIL WORKSHOP AND COUNCIL MEETING MIN	101	40200	3190		001		\$200.00	\$400.00
		101	40200	3190		001		\$200.00	
ALLINA HEALTH SYSTEM	AED REPLACEMENT PADS	701	46500	2183				\$110.00	
		220	43800	2200		001		\$59.00	\$273.00
		220	43800	2180		002		\$104.00	
ALVARADO, KENIA	RSV# 1223347 REFUND REFUND	220	22040					\$25.00	\$25.00
AMAZON.COM	HP JETDIRECT CARD FOR 4200 LASER PRINTER	101	40550	3860		004		\$25.00	\$25.00
AMAZON.COM	WIRELESS PRESENTERS	101	42200	4500		002		\$6.92	\$6.92
AMERICAN RED CROSS-HEALTH & SA	ADULT/PEDIATRIC CPR: 3 EMPLOYEES	101	43710	4500				\$57.00	\$57.00
AMERICAN RED CROSS-HEALTH & SA	ADULT/PEDIATRIC CPR/AED: 9 EMPLOYEES	220	43800	4500				\$19.00	\$171.00
		101	43710	4500				\$152.00	
AMERICAN RED CROSS-HEALTH & SA	ADULT/PEDIATRIC CPR/AED: 7 EMPLOYEES	101	42200	4500				\$57.00	
		701	46500	4500				\$19.00	\$114.00
		602	45550	4500				\$38.00	
AMERICAN RED CROSS-HEALTH & SA	ADULT/PEDIATRIC CPR/AED: 7 EMPLOYEES	601	45050	4500				\$19.00	
AMERICAN RED CROSS-HEALTH & SA	ADULT/PEDIATRIC CPR/AED: 5 EMPLOYEES	101	42200	4500				\$57.00	\$95.00
		601	45050	4500				\$19.00	
		602	45550	4500				\$19.00	
AMERICAN RED CROSS-HEALTH & SA	ADULT/PEDIATRIC CPR/AED: 9 EMPLOYEES	220	43800	4500				\$19.00	
		101	43710	4500				\$19.00	
		701	46500	4500				\$19.00	\$57.00
AMERICAN RED CROSS-HEALTH & SA	ADULT/PEDIATRIC CPR/AED: 9 EMPLOYEES	601	45050	4500				\$38.00	
		602	45550	4500				\$38.00	
		101	42200	4500				\$38.00	\$114.00
AUDIO VIDEO ELECTRONICS	PAVILION SOUND SYSTEM DOWN PAYMENT	230	40900	5800				\$8,950.50	
AUTOMOTIVE TRAINING GROUP AT	ENGINE PERFORMANCE SEMINAR: MATTSON	701	46500	4500				\$209.00	
BARSNESS, KIRSTIN	APRIL 2016 ECON. DEV. CONSULTING	240	44400	3190				\$1,187.50	\$3,800.00
		101	22020					\$2,612.50	
BEISSWENGERS HARDWARE	REPAIR SUPPLIES CC	220	43800	2240		001		\$9.49	\$9.49
C & E HARDWARE	ZIP TIES	225	43510	2170		007		\$11.99	\$11.99
C & E HARDWARE	SIGN SUPPLIES	101	42200	2180		003		\$4.15	\$4.15
CARROLL, JENNY	RSV# 1223297 REFUND REFUND	220	22040					\$100.00	\$100.00
COMCAST.COM	COMPLEX STAFF INTERNET SERVICES	230	40900	3190				\$139.85	\$139.85
COMCAST.COM	MODEM 2 INTERNET CHARGE	230	40900	3190		002		\$139.85	\$139.85
COMCAST.COM	COMPLEX STAFF INTERNET SERVICES	230	40900	3190		002		\$139.85	\$139.85
COMMUNITY REINVESTMENT FUND	GMHC ADMIN FEES/MARCH STMT/17@6/1@25	307	44100	4890				\$127.00	
CORCORAN, SUSAN	RSV# 1223322 REFUND REFUND	220	22040					\$25.00	\$25.00
DAVIS LOCK & SAFE	KEY LOCK BOX	225	43590	2170		001		\$83.48	\$83.48
DELTA DENTAL	DENTAL COVERAGE: MAY 2016	101	20415					\$6,811.75	\$7,142.05
		101	20411					\$330.30	
DOLLAR TREE STORES INC.	MONTHLY BINGO SUPPLY/EGG HUNT SUPPLY	225	43590	2174		002		\$59.00	\$67.00
		225	43580	2172		001		\$8.00	
DRI REG NOW INC	NUANCE PDF ADV ED FOR ADMIN DEPT	101	40550	2180		007		\$160.68	
DYNAMEX INC	DELIVERY TO EAGAN POST OFFICE - 3/30/16	601	45050	3220		001		\$16.07	\$32.13
		602	45550	3220		001		\$16.06	
ELGL.ORG/ENGAGING LOCAL GOVT L	MEMBERSHIP: HILL, N.	101	44100	4330				\$30.00	\$30.00
FINANCE & COMMERCE, INC.	AD FOR BID GRAMSIE REHAB PROJ 16-05	460	47000	5950				\$220.16	
FRESH PICKED PIZZA.COM	EDA SUPPLIES	240	44400	2180				\$98.60	\$98.60
FRIESEN, SHERI	RSV# 1223272 REFUND REFUND	220	22040					\$25.00	\$25.00
GAS PLUS INC.	PREMIUM FUEL	701	46500	2120		003		\$97.30	\$97.30
GENESIS EMPLOYEE BENEFITS INC	FLEX - MED/DEPENDENT CARE 04-22-16	101	20431					\$452.03	\$614.53

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
		101	20432				\$162.50	
GRAND VIEW LODGE	MCMA CONFERENCE LODGING: OLSON, R	101	40200	4500		002	\$228.06	\$228.06
GRAND VIEW LODGE	MCMA CONFERENCE LODGING: SCHWERM	101	40200	4500		002	\$228.06	\$228.06
GRANDMA'S BAKERY	BIRTHDAY CAKES	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$17.86	\$17.86
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$17.86	\$17.86
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$16.94	\$16.94
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$16.94	\$16.94
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$16.94	\$16.94
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$16.94	\$16.94
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$16.94	\$16.94
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$16.94	\$16.94
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$16.94	\$16.94
GRANDMA'S BAKERY	CONTINENTAL BREAKFAST	220	43800	2591		003	\$43.18	\$43.18
GRANDMA'S BAKERY	CAKE	225	43400	2180			\$38.74	\$38.74
GRANDMA'S BAKERY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$16.94	\$16.94
GRANDMA'S BAKERY	BIRTHDAY CAKE	220	43800	2591		001	\$23.75	\$23.75
GRANDMA'S BAKERY	BIRTHDAY CAKE	220	43800	2590		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKE	220	43800	2591		001	\$19.99	\$19.99
HAMLIN UNIVERSITY	PUBLIC SERVICE INSIGHTS #3/OLSON	101	40200	4500		005	\$50.00	\$50.00
HAMLIN UNIVERSITY	PUBLIC SERVICE INSIGHTS #3/HILL	101	44100	4500			\$50.00	\$50.00
HAMLIN UNIVERSITY	ECONOMIC DEVELOPMENT SYMPOSIUM/HILL	240	44400	4500			\$30.00	\$30.00
HAMLIN UNIVERSITY	ECONOMIC DEVELOPMENT SYMPOSIUM/SIMONSON	240	44400	4500			\$30.00	\$30.00
HARYN, CHERYL	SOCCER LEAGUE (GRADES 3-4)	220	22040				\$55.00	\$55.00
HASTINGS, CHRISTY	REFUND CLOSING OVRPYMT-5570 DONEGAL DR	601	36190			003	\$43.01	\$43.01
HEALTHY CONTRIBUTIONS	MARCH FITNESS INCENTIVE PROCESSING FEES	220	43800	3190		003	\$11.60	\$11.60
HOPKINS, TRISTA	RSV# 1223315 REFUND REFUND	220	22040				\$25.00	\$25.00
INSTITUTE INC., AL-AQSA	RSV# 1223303 REFUND REFUND	220	22040				\$500.00	\$500.00
JOHNSON, HEIDI M	TRAVELERS SITZER T&R	220	22040				\$113.00	\$113.00
JONES, KELLY	RSV# 1223328 REFUND REFUND	220	22040				\$25.00	\$25.00
JUNG, JIYEOUN	LIFEGUARD TRAINING	220	22040				\$281.00	\$281.00
KELLY & LEMMONS, P.A.	MARCH 2016 LEGAL FEES	101	40600	3020			\$4,550.00	\$8,059.75
		101	40600	3030			\$3,234.75	
		101	40600	3040			\$275.00	
KNOTT, HEATHER	RSV# 1223336 REFUND REFUND	220	22040				\$25.00	\$25.00
LEMBERGER, JEANNE	RSV# 1223332 REFUND REFUND	220	22040				\$25.00	\$25.00
LEONARD, KATIE	RSV# 1221568 REFUND REFUND	220	22040				\$50.00	\$50.00
LOVETT, DAKOTA	RSV# 1223339 REFUND REFUND	220	22040				\$25.00	\$25.00
M-F ATHLETIC	BODYBARS AND MATS FOR FC AND GROUP FIT	220	43800	2180			\$688.80	
		225	43530	2170			\$1,188.70	
M-F ATHLETIC	4 MATS FOR STUDIOS	225	43530	2170			\$279.80	
MATHE, PHYLLIS	REFUND CLOSING OVRPYMT-5704 DUNLAP AVE N	601	36190			003	\$58.42	\$58.42

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
MINNESOTA ASSOCIATION OF	MAGC MEMBERSHIP: OLSON, R	101	40400	4330		001		\$75.00	\$75.00
MINNESOTA CITY/COUNTY MGMT ASS	LEADERSHIP CONFERENCE/SCHWERM	101	40200	4500		002		\$515.00	\$515.00
MINNESOTA CITY/COUNTY MGMT ASS	MCMA CONFERENCE: OLSON, R	101	40200	4500		002		\$515.00	\$515.00
MINNESOTA METRO NORTH TOURISM	MARCH 2016 HOTEL/MOTEL TAX	101	22079					\$20,315.45	\$19,299.68
		101	38420					-\$1,015.77	
MINNESOTA SOCIETY OF CPA'S	ANNUAL DUES: ESPE	101	40500	4330		005		\$280.00	\$280.00
NATIONAL STUDENT CLEARING HOUS	DEGREE VERIFICATION	101	40210	4890		006		\$12.50	\$12.50
NORMANDALE CONTINUING EDUCATIO	ADOBE ILLUSTRATOR CLASS: HUSO	225	43400	4500				\$175.00	\$175.00
NORTHLAND CAPITAL FINANCIAL SE	FITNESS EQUIPMENT LEASE-APRIL 2016	220	43800	3960		005		\$1,388.62	\$1,388.62
PUSH PEDAL PULL	100 LB DUMBBELL FOR FC	220	43800	2180				\$188.00	\$188.00
RED ROBIN RESTAURANT	EDA GENERAL SUPPLY	240	44400	2180				\$76.21	\$76.21
REKER, NATHAN	TBALL LEAGUE (AGE 4-5)	220	22040					\$55.00	\$55.00
RODGERS, DEBORA	REFUND CLOSING OVRPYMT-895 MONTEREY DR	601	36190			003		\$209.11	\$209.11
ROYCE, EMILY	RSV# 1223277 REFUND REFUND	220	22040					\$25.00	\$25.00
SANBURG, CATHLEEN	RSV# 1223275 REFUND REFUND	220	22040					\$25.00	\$25.00
SPRINT	CELL SERVICE 3/15-4/14	101	40200	3210		002		\$32.57	\$32.57
SRF CONSULTING GROUP INC	DESIGN I694 WATERMAIN RELOCATE CP 15-10	425	47000	5910				\$7,384.49	\$7,384.49
SUNDSMO, ALICIA	RSV# 1223276 REFUND REFUND	220	22040					\$25.00	\$25.00
SURVEY MONKEY.COM	PARKS ACCOUNT SUBSCRIPTION	101	43400	4330				\$250.00	\$250.00
SWALLEN, JOHN dba MINI KICKERS	SPRING MINI KICKERS CLASSES	225	43510	3190		012		\$1,543.50	\$1,543.50
TARGET STORE	KIDS CARE SUPPLIES	225	43560	2170				\$312.64	\$312.64
TARGET STORE	EGG HUNT SUPPLIES	225	43580	2172		001		\$155.65	\$155.65
TARGET.COM	MINI KITCHEN	225	43560	2170				\$169.99	\$169.99
TEBELIUS, MARK	REFUND CLOSING OVRPYMT-5738 HEATHER RDG	601	36190			003		\$32.24	\$32.24
THAO, YANGME	RSV# 1223312 REFUND REFUND	220	22040					\$50.00	\$50.00
UPPER CUT TREE SERVICES INC	WO 16-10 PRIVATE EAB DISEASED TREE REMOV	101	43900	3190		003		\$401.72	\$401.72
UPPER CUT TREE SERVICES INC	WO 16-08 PRIVATE HAZARD TREE REMOVAL	101	43900	3190		003		\$883.78	\$883.78
VERIZON WIRELESS	CELL SERVICE 3/11-4/10	601	45050	4330				\$25.00	\$865.06
		101	42050	2010				\$35.00	
		601	45050	3190				\$400.99	
		101	40200	3210		002		\$404.07	
WALMART	PRESCHOOL SUPPLIES	225	43555	2170				\$70.34	\$70.34
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590				\$1,160.38	\$1,362.35
		220	43800	2591		003		\$25.65	
		101	40800	2180				\$176.32	
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001		\$1,191.69	
WILLIAMS, KEISHA	RSV# 1223345 REFUND REFUND	220	22040					\$25.00	\$25.00
WISCONSIN PARK/REC ASSOCIATION	JOB POST: AQUATIC SPECIALIST	101	40210	3360		002		\$75.00	\$75.00
WSB & ASSOCIATES, INC.	INSPECTION - WABASSO BEACH	101	22020					\$242.00	\$242.00

Total of all invoices: \$74,086.71

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COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
ARAMARK REFRESHMENT SERVICES	COFFEE & SUPPLIES MAINTENANCE CENTER	701	46500	2183		003		\$337.17	\$337.17
BAUER BUILT TIRE AND BATTERY I	TRAILER TIRES	701	46500	2230		002		\$339.14	\$339.14
BAUER BUILT TIRE AND BATTERY I	TIRES FOR UNIT 305	701	46500	2230		001		\$143.26	\$143.26
BEISSWENGERS HARDWARE	OUTDOOR ELECTIC COVER FOR PAVILION	101	43710	2240				\$2.69	\$2.69
BEISSWENGERS HARDWARE	TOOLS TO REPAIR SKATE PARK	101	43710	2400				\$36.17	\$36.17
BEISSWENGERS HARDWARE	TOOLS TO REPAIR SKATE PARK	101	43710	2400				\$44.81	\$44.81
BEISSWENGERS HARDWARE	PLASTIC FUNNEL	101	43710	2400				\$8.89	\$8.89
BEISSWENGERS HARDWARE	CABLE STOP FOR PIONEER FIELD LINER	701	46500	2220		002		\$.39	\$.39
BRYAN ROCK PRODUCTS	BALLFIELD AG LIME	101	43710	2260				\$1,262.38	\$1,262.38
CBIZ FINANCIAL SOLUTIONS, INC	INVESTMENT FEES	101	40210	3190		013		\$94.07	\$94.07
CDW GOVERNMENT, INC	HP PLOTTER BLACK PRINTHEAD	101	40550	3860		004		\$155.67	\$155.67
CDW GOVERNMENT, INC	HP GEN8 SERVER MEMORY	422	40550	5800		010		\$4,188.00	\$4,188.00
CENTRAL ROOFING COMPANY	ROOF REPAIRS AT MAINTENANCE CENTER	701	46500	3196		001		\$294.00	\$294.00
ENVIRONMENTAL SYSTEMS RESEARCH	ARCGIS SERVER S/W FOR PUBLIC WORKS DEPT	101	42050	2010		005		\$1,030.00	\$4,122.00
		601	45050	2010		001		\$1,030.00	
		602	45550	2010		001		\$1,030.00	
		603	45850	2180		001		\$1,032.00	
FLEETPRIDE INC	HARPER SWEEPER FITTINGS	701	46500	2220		002		\$4.50	\$4.50
GARY CARLSON EQUIPMENT CO	ROLLER RENTAL	701	46500	3190		002		\$492.00	\$492.00
GRAINGER, INC.	BARRICADE TAPE FOR FARMERS MKT	101	43710	2240				\$237.30	\$237.30
GRAINGER, INC.	YELLOW ROPE FOR VOLLEYBALL COURT	101	43710	2240				\$71.15	\$71.15
GRAINGER, INC.	CLEANING SUPPLIES CC	220	43800	2110				\$139.06	\$139.06
HAMERNICK DECORATING CENTER	PAINTING IN GYM	405	43800	3810				\$15,880.00	\$15,880.00
HOTSY EQUIPMENT CO	CROSSWINDS SWEEPER PARTS	701	46500	2220		001		\$70.35	\$70.35
INNOVATIVE OFFICE SOLUTIONS LL	GENERAL OFFICE SUPPLIES	101	40200	2010		002		\$215.66	\$265.02
		220	43800	2010		001		\$12.34	
		101	43400	2010				\$12.34	
		101	40500	2010		008		\$12.34	
		601	45050	2010		001		\$12.34	
INTERNATIONAL CITY/CO MGMT ASS	MEMBERSHIP DUES - SIMONSON	101	40200	4330		002		\$1,070.78	\$1,070.78
L T G POWER EQUIPMENT	BUSHINGS FOR BEARCAT BLOWER	701	46500	2220		002		\$42.67	\$42.67
L T G POWER EQUIPMENT	SHOULDER STRAP STIHL BACKPACK BLOWER	701	46500	2220		002		\$44.88	\$44.88
L T G POWER EQUIPMENT	PARTS FOR BEARCAT BLOWER	701	46500	2220		002		\$443.15	\$443.15
L T G POWER EQUIPMENT	2 CYCLE OIL	701	46500	2130		001		\$89.95	\$89.95
LANE DESIGN GROUP, INC.	SIGNAGE CONSULTING	453	43800	3190				\$4,550.00	\$4,550.00
MANSFIELD OIL COMPANY	UNLEADED FUEL	701	46500	2120		001		\$2,832.77	\$2,832.77
MANSFIELD OIL COMPANY	DIESEL FUEL	701	46500	2120		003		\$1,613.11	\$1,613.11
MANSFIELD OIL COMPANY	DIESEL FUEL REFUND	701	46500	2120		002		-\$34.93	-\$34.93
MANSFIELD OIL COMPANY	DIESEL FUEL REFUND	701	46500	2120		002		-\$50.10	-\$50.10
MENARDS CASHWAY LUMBER **FRIDL	TREATED LUMBER FOR TRUCK LEAF BOX	101	43710	2240				\$78.34	\$78.34
MENARDS CASHWAY LUMBER **FRIDL	TOOLS TO REPAIR SKATE PARK	101	43710	2400				\$49.65	\$49.65
MINNESOTA EQUIPMENT	RIM FOR LANDPRIDE MOWER	701	46500	2220		002		\$178.43	\$178.43
MIRACLE RECREATION EQUIPMENT C	PLAYGROUND EQUIPMENT REPAIR PARTS	101	43710	2240				\$1,421.74	\$1,421.74
NAPA AUTO PARTS	SHOP SUPPLIES	701	46500	2220		003		\$46.49	\$46.49
NAPA AUTO PARTS	PARTS FOR CEMENT MIXER	701	46500	2220		002		\$32.48	\$32.48
NAPA AUTO PARTS	SHOP SUPPLIES	701	46500	2220		003		\$6.98	\$6.98
ON SITE SANITATION INC	TOILET RENTAL BUCHER PARK	101	43710	3950				\$38.57	
ON SITE SANITATION INC	TOILET RENTAL FOR MCCULLOUGH PARK	101	43710	3950				\$96.07	\$96.07
ON SITE SANITATION INC	TOILET RENTAL FOR SHAMROCK PARK	101	43710	3950				\$99.64	\$99.64
ON SITE SANITATION INC	TOILET RENTAL FOR SITZER PARK	101	43710	3950				\$38.57	\$38.57
ON SITE SANITATION INC	TOILET RENTAL FOR WILSON PARK	101	43710	3950				\$38.57	\$38.57

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
ON SITE SANITATION INC	TOILET RENTAL FOR LAKE JUDY PARK	101	43710	3950				-\$13.75	-\$13.75
ON SITE SANITATION INC	TOILET RENTAL FOR BOBBY THEISEN PARK	101	43710	3950				\$3.57	\$3.57
ON SITE SANITATION INC	TOILET RENTAL FOR BUCHER PARK	101	43710	3950				\$93.93	\$93.93
ON SITE SANITATION INC	TOILET RENTAL FOR COMMONS PARK	101	43710	3950				\$148.57	\$148.57
ON SITE SANITATION INC	TOILET RENTAL FOR LAKE JUDY PARK	101	43710	3950				\$60.00	\$60.00
ON SITE SANITATION INC	TOILET RENTAL FOR SHAMROCK PARK	101	43710	3950				\$93.93	\$93.93
ON SITE SANITATION INC	TOILET RENTAL FOR SITZER PARK	101	43710	3950				\$93.93	\$93.93
ON SITE SANITATION INC	TOILET RENTAL FOR BOBBY THEISEN PARK	101	43710	3950				\$43.40	\$43.40
ON SITE SANITATION INC	TOILET RENTAL FOR WILSON PARK	101	43710	3950				\$93.93	\$93.93
ON SITE SANITATION INC	TOILET RENTAL FOR SNAIL LAKE SCHOOL	101	43710	3950				\$33.21	\$33.21
PIONEER MANUFACTURING CO	INLET VALVE FOR FIELD STRIPER	701	46500	2220		002		\$105.00	\$105.00
READY WATT ELECTRIC INC	REMOVE AND REPLACE SIREN #5	405	41500	5800				\$9,565.00	\$9,565.00
RIVARD COMPANIES INC	PREMIUM HARDWOOD MULCH	101	43710	2260				\$1,935.00	\$1,935.00
SITEIMPROVE	PRO-RATED ANNUAL CONTRACT	101	40400	3190		002		\$2,301.29	\$2,301.29
SUPPLYWORKS	CLEANING SUPPLIES CC	220	43800	2110				\$24.69	\$24.69
SUPPLYWORKS	CLEANING SUPPLIES CC	220	43800	2110				\$536.86	\$536.86
SUPPLYWORKS	CLEANING SUPPLIES CC	220	43800	2110				\$26.23	\$26.23
SUPPLYWORKS	CLEANING SUPPLIES CC	220	43800	2110				\$1,204.01	\$1,204.01
T.A. SCHIFSKY & SONS, INCORPOR	PATCHING ASPHALT	101	42200	2180		002		\$2,117.85	\$2,117.85
TERMINAL SUPPLY CO	SHOP SUPPLIES	701	46500	2220		003		\$151.48	\$151.48
TRANSPORTATION SUPPLIES INC	TOOLS	701	46500	2400		006		\$21.11	\$21.11
TRI STATE BOBCAT, INC.	SEAT FOR WACKER ROLLER	701	46500	2220		002		\$193.19	\$193.19
TRI STATE BOBCAT, INC.	CASTER, WHEEL AND TIRE FOR TOOLCAT MOWER	701	46500	2220		002		\$403.24	\$403.24
UNIFIRST CORPORATION	UNIFORM RENTAL FOR PARK MAINT	101	43710	3970				\$70.84	\$70.84
UNIFIRST CORPORATION	UNIFORM RENTAL FOR COMM CNTR MAINT	220	43800	3970				\$62.48	\$62.48
UNIFIRST CORPORATION	UNIFORM RENTAL	101	42200	3970		001		\$43.92	\$175.70
		601	45050	3970		001		\$43.92	
		602	45550	3970		001		\$43.92	
		603	45850	3970		001		\$21.97	
		701	46500	3970		001		\$21.97	
UNIFIRST CORPORATION	UNIFORM RENTAL FOR PARK MAINT	101	43710	3970				\$70.84	\$70.84
UNIFIRST CORPORATION	UNIFORM RENTAL FOR COMM CNTR MAINT	220	43800	3970				\$62.48	\$62.48
UNIFIRST CORPORATION	UNIFORM RENTAL	101	42200	3970		001		\$44.67	\$178.70
		601	45050	3970		001		\$44.67	
		602	45550	3970		001		\$44.67	
		603	45850	3970		001		\$22.34	
		701	46500	3970		001		\$22.35	
YALE MECHANICAL INC	REPAIR LEAKS IN PLUMBING RCF CONCESSION	101	43710	3190				\$576.42	

Total of all invoices: \$61,348.96

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$41.83	\$95.33
		101	40800	2180			\$53.50	
WS & D PERMIT SERVICE INC.	PERMIT REFUND 2016-00193 703 WOODLAND DR	101	32500				\$232.45	
		101	20802				\$5.05	\$242.50
		101	34850				\$5.00	
XCEL ENERGY	SIRENS: ELECTRIC	101	42050	3190			\$65.12	\$65.12
XCEL ENERGY	BOOSTER STATION: ELECTRIC	601	45050	3610			\$187.43	\$187.43
XCEL ENERGY	STORM SEWER LIFT STATIONS: ELECTRIC	603	45850	4890		003	\$237.47	
Total of all invoices:								\$737,952.95

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
AARP C/O RICHARD KEY	AARP SMART DRIVER 4HR 4/12/2016	225	43590	3174		003	\$440.00	
ALLIANCE FOR INNOVATION	LMC CONFERENCE - WICKSTROM	101	40100	4500		004	\$400.00	\$400.00
ARCHETYPE SIGNMAKERS	PAYING OFF THE REMAINING BALANCE	225	43520	2170		002	\$23.00	\$23.00
BRADLEY & DEIKE, PA	ELEVAGE TIF AGREEMENT	101	22020				\$1,116.00	\$1,116.00
COCA COLA REFRESHMENTS	WAVE CAFE BEVERAGE FOR RESALE	220	43800	2590		001	\$723.84	\$723.84
COMMISSIONER OF REVENUE- WH TA	WITHHOLDING TAX - PAYDATE 04-15-16	101	21720				\$9,643.82	\$9,643.82
COMMUNITY HEALTH CHARITIES - M	EMPLOYEE CONTRIBUTIONS: 04-15-16	101	20420				\$156.50	\$156.50
CUB FOODS	CITIZENS ACADEMY	101	40100	4890		007	\$31.94	\$31.94
ELSMORE SWIM SHOP	SWIM GEAR FOR RESALE	220	43800	2591		002	\$2,069.97	\$2,069.97
FINANCE & COMMERCE, INC.	AD FOR BID STREET PROJECTS 16-01,02,07	578	47000	5950			\$90.86	\$272.57
		449	47000	5950			\$90.86	
		452	47000	5950			\$90.85	
GENESIS EMPLOYEE BENEFITS INC	FLEX REIMBURSEMENTS: 4-15-16	101	20431				\$1,571.72	\$1,571.72
GENESIS EMPLOYEE BENEFITS INC	VEBA CONTRIBUTIONS: 04-15-16	101	20418				\$6,000.00	
GREENHAVEN PRINTING	BUSINESS MATTERS NEWSLETTER	240	44400	3390			\$635.49	\$635.49
HAWKINS, INC.	CHEMICALS FOR POOL	220	43800	2160		001	\$1,020.65	\$1,020.65
HEGGIE'S PIZZA LLC	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$649.40	\$649.40
HORIZON COMMERCIAL POOL SUPPLY	WEIRS FOR WHIRL POOL	220	43800	2200		003	\$88.20	\$88.20
HORIZON COMMERCIAL POOL SUPPLY	WHIRL POOL FILTER MEDIA	220	43800	2160		001	\$107.90	\$107.90
ICMA/VANTAGEPOINT TRANSFER-300	EMPLOYEE CONTRIBUTIONS PAYDATE: 04-15-16	101	21750				\$6,073.21	\$6,073.21
ICMA/VANTAGEPOINT TRANSFER-705	ROTH CONTRIBUTIONS: 04-15-16	101	20430				\$1,415.00	\$1,415.00
JEFF SMITH LLC	TKD WINTER B	225	43530	3190			\$2,005.25	\$2,005.25
MATHESON TRI-GAS INC	CO2 FOR WHIRL POOL	220	43800	2160		002	\$106.91	\$106.91
MATHESON TRI-GAS INC	CO2 FOR WHIRL POOL & OXYGEN	220	43800	2200		001	\$30.70	\$137.61
		220	43800	2160		002	\$106.91	
MCCAREN DESIGNS INC	POOL HORTICULTURE SERVICES	220	43800	3190		007	\$1,196.00	
MINNESOTA CHILD SUPPORT PAYMEN	PAYDATE: 04-15-16	101	20435				\$141.50	\$141.50
MINNESOTA ENVIRONMENTAL FUND	MN ENVIRONMENTAL EMPL CONTRIB: 04-15-16	101	20420				\$36.00	
MINNESOTA REVENUE	ID #2033553984	101	20435				\$150.00	\$150.00
MINNESOTA REVENUE	ID #L1751494720	101	20435				\$186.21	\$186.21
MINTERWEISMAN CO DBA CORE-MARK	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$526.75	\$526.75
MOUNDS VIEW PUBLIC SCHOOLS	BUILDING SUPERVISOR - IL WINTER SPORTS	225	43510	3190		015	\$162.00	\$162.00
MOUNDS VIEW PUBLIC SCHOOLS	BUILDING SUPERVISOR - TL WINTER SPORTS	225	43510	3190		015	\$108.00	\$108.00
MRPA	ATTN: TROY - SOFTBALL TEAM REGISTRATION	225	43510	3190		001	\$357.00	\$357.00
MUNICIPAL BUILDERS INC	WTP CONSTRUCTION PROJ # 14-02	454	47000	5900			\$601,372.41	\$601,372.41
PRECISION DYNAMICS CORPORATION	COMMUNITY CENTER ADMISSION WRISTBANDS	220	43800	3390		001	\$2,016.10	\$2,016.10
PRODUCTION 101, INC	SUPERSITTER WORK BOOKS	225	43580	2170		001	\$594.00	\$594.00
PUBLIC EMPLOYEES RETIREMENT AS	EMPL/EMPLOYER CONTRIBUTIONS: 04-15-16	101	21740				\$31,545.71	
PUBLIC EMPLOYEES RETIREMENT AS	PERA DEFINED CONTRIBUTION: 04-15-16	101	21740				\$251.30	\$251.30
SAM'S CLUB DIRECT	BIRTHDAY SUPPLIES - JUICE BOXES	220	43800	2591		001	\$65.80	\$65.80
SWIMSUIT STATION, INC.	SWIMSUITS FOR RESALE	220	43800	2591		002	\$862.96	\$862.96
SYSCO FOOD SERVICES OF MN, INC	WAVE CAFE FOOD FOR RESALE & WAREWASHING	220	43800	2590		001	\$750.33	\$1,190.86
		220	43800	2180		002	\$440.53	
TASC	VEBA ADMINISTRATION FEE: MARCH 2016	101	20416				\$374.00	\$374.00
TREASURY, DEPARTMENT OF	FEDERAL WITHHOLDING TAX: 04-15-16	101	21710				\$24,012.71	\$60,794.75
		101	21730				\$29,810.10	
		101	21735				\$6,971.94	
UNITED WAY - GREATER TWIN CITI	EMPLOYEE CONTRIBUTIONS: 4-15-16	101	20420				\$43.00	
WATSON COMPANY	BREAK ROOM SUPPLIES/ WAVE CAFE	220	43800	2590			\$112.28	
		220	43800	2591		003	\$275.16	
WATSON COMPANY	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001	\$74.33	\$74.33

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
ANDERSON, JULIE	RSV# 1216691 REFUND REFUND	220	22040					\$25.00	\$25.00
BAKER, COLLEEN	TREKKERS MCCULLOUGH	220	22040					\$146.00	\$146.00
BANKS, HANNAH	RSV# 1216677 REFUND REFUND	220	22040					\$25.00	\$25.00
BEHYMER, KATHY	RSV# 1216647 REFUND REFUND	220	22040					\$500.00	\$500.00
C & E HARDWARE	SIGN MAKING IMPLEMENTS	101	42200	2180		003		\$13.97	\$13.97
C & E HARDWARE	CLEANING SUPPLIES	701	46500	2183		002		\$15.96	\$15.96
CE GOBEIL CO INC	GUICK DUMP VAVLE UNIT 303	701	46500	2220		001		\$16.10	\$16.10
COULTER, AMBER	RSV# 1216703 REFUND REFUND	220	22040					\$25.00	\$25.00
ERICKSON, GERI	RSV# 1216680 REFUND REFUND	220	22040					\$25.00	\$25.00
GAMES, SHERRY	RSV# 1216702 REFUND REFUND	220	22040					\$25.00	\$25.00
GRATTON, KATRINA	RSV# 1216716 REFUND REFUND	220	22040					\$25.00	\$25.00
HALVERSON, JEANINE	RSV# 1216652 REFUND REFUND	220	22040					\$25.00	\$25.00
HOENIGSCHMIDT, ANNA	RSV# 1216660 REFUND REFUND	220	22040					\$50.00	\$50.00
KHORAKIWALA, FATEMA	RSV# 1216697 REFUND REFUND	220	22040					\$50.00	\$50.00
LYDE, RAQUEL	RSV# 1216654 REFUND REFUND	220	22040					\$25.00	\$25.00
MEDICA	HEALTH INSURANCE: MAY 2016	101	20410					\$63,680.33	\$63,680.33
MENARDS CASHWAY LUMBER **FRIDL	CLEANING SUPPLIES	701	46500	2183		002		\$48.84	\$48.84
METROPOLITAN COURIER CORPORATI	ARMORED CAR SERVICES: MARCH 2016	101	40500	4890		001		\$87.75	\$351.00
		220	43800	4890		001		\$87.75	
		601	45050	4890		001		\$87.75	
		602	45550	4890		001		\$87.75	
MIDWEST LOCK & SAFE INC	REPAIRS TO AQUATICS OFFICE DOOR	220	43800	3810		007		\$732.74	
MINNCOR INDUSTRIES	NEW CHAIR / NIKI HILL	101	44100	2010				\$552.00	\$552.00
MINNESOTA DEPT LABOR AND INDUS	BUILDING SURCHARGE REPORT: MARCH 2016	101	20802					\$2,490.91	\$2,441.09
		101	34060					-\$49.82	
MINNESOTA UC FUND	UNEMPLOYMENT COMPENSATION: 1ST QTR 2016	225	43530	1420				\$2.30	\$2.30
MITCHELL, SARA	RSV# 1216722 REFUND REFUND	220	22040					\$25.00	\$25.00
MOBERG, TAMI	RSV# 1216673 REFUND REFUND	220	22040					\$25.00	\$25.00
MUNICI-PALS ATTN ROXY NOWICKI	MUNICI-PALS SPRING WORKSHOP	101	40210	4500		002		\$60.00	\$540.00
		101	40500	4890		007		\$240.00	
		101	40200	4500		003		\$180.00	
		101	44100	4500				\$60.00	
MYPILOW INC.	ELECTRICITY REFUND FOR SLICE BOOTH	270	34900		308			\$50.00	
NORTHSTAR INSPECTION SERVICE I	INSPECTION SERVICES - KEVIN WHITE	101	44300	3190				\$715.00	
ORKIN EXTERMINATING CO INC.	PEST CONTROL CC AND CITY HALL	220	43800	3190		004		\$169.39	\$169.39
ORKIN EXTERMINATING CO INC.	PEST CONTROL LARSON HOUSE	101	40800	3190				\$82.54	\$82.54
PINA, MARIA	RSV# 1216711 REFUND REFUND	220	22040					\$25.00	\$25.00
PLANET UNDERGROUND	JACK KIFFE LOCATING SCHOOL	601	45050	4500		003		\$322.50	\$645.00
		602	45550	4500		003		\$322.50	
PMA FINANCIAL NETWORK, INC	FEBRUARY 2016 BANK FEES	101	40500	4890		004		\$138.17	
PRO-TEC DESIGN	ADD NEW CAMERA TO KIDS CARE AREA	220	43800	2180		002		\$1,005.82	\$1,805.82
		225	43400	2180				\$800.00	
RAMSEY CONSERVATION DISTRICT	EROSION CONTROL INSP. SERV. 1ST QUARTER	603	45850	3190				\$1,763.15	\$1,763.15
RAMSEY COUNTY TREASURER	LIFE INSURANCE: APRIL 2016	101	20414					\$2,959.51	\$3,169.51
		101	20417					\$210.00	
SCHWITZER, LUKE	RSV# 1216712 REFUND REFUND	220	22040					\$25.00	\$25.00
SHAUGHNESSY, JUDI	RSV# 1216725 REFUND REFUND	220	22040					\$25.00	\$25.00
SPRAIN, JENNIFER	SWIM MERIT BADGE	220	22040					\$51.00	\$51.00
TDS METROCOM	TELEPHONE SERVICES	101	40200	3210		003		\$1,269.98	
		101	43710	3210				\$251.07	\$1,556.06
		601	45050	3210				\$35.01	

COUNCIL REPORT.

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
THAO, CINDY	RSV# 1216720 REFUND REFUND	220	22040				\$50.00	\$50.00
TOKLE INSPECTIONS INC	INSPECTION SERVICES APRIL 2016	101	44300	3090			\$2,980.00	
U.S. BANK	2013B PAYING AGENT FEES	376	48200	6200			\$3.34	\$425.00
		377	48200	6200			\$12.10	
		313	48100	6200			\$213.54	
		311	48130	6200			\$95.09	
		601	48300	6200			\$70.90	
		602	48300	6200			\$25.86	
		603	48300	6200			\$4.17	
U.S. BANK	2013A PAYING AGENT FEES	320	48100	6200			\$264.27	
		601	48300	6200			\$72.07	
		603	48300	6200			\$88.66	
WALD, CHAD	CARDIO DANCE	220	22040				\$47.60	\$47.60
WALLER, COLE	RSV# 1216728 REFUND REFUND	220	22040				\$25.00	\$25.00
WHITAKER, LACRISHA	RSV# 1216723 REFUND REFUND	220	22040				\$25.00	\$25.00
XIONG, KANEE	RSV# 1216707 REFUND REFUND	220	22040				\$25.00	\$25.00
ZHAO, ZHONG	CREDIT BALANCE REFUND REFUND	220	22040				\$120.00	\$120.00
Total of all invoices:							\$83,733.57	=====

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt	
DOMESTIC ENGINEERING INC	4078 MACKUBIN P.BUCKLI HOUSE CLEANOUT	101	11700				\$6,480.00		
		241	44500	3190			\$1,000.00	\$7,480.00	
Total of all invoices:								\$7,480.00	=====

Purchase Voucher

City of Shoreview
 4600 Victoria Street North
 Shoreview MN 55126

Voucher Number	55,498
Vendor number	20228 1 2016
Vendor name	MEDICA
Address	NW 7958 PO BOX 1450 MINNEAPOLIS MN, 55485-7958

Date	Comment line on check	Invoice number	Amount
04-12-16	HEALTH INSURANCE: MAY 2016	C0040346208	\$63,680.33

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
101 20410	\$63,680.33

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

Reviewed by: J Kuschel
 (signature required) Jodee Kuschel

Approved by: 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	55,435		
Vendor number	01734 1	2016	
Vendor name	MUNICIPAL BUILDERS INC		
Address	17125 ROANOKE STREET NW ANDOVER MN 55304		

Date	Comment line on check	Invoice number	Amount
04-14-16	WTP CONSTRUTION PROJ # 14-02	010	\$601,372.41

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

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

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

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

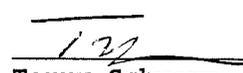
Cooperative purchasing venture consideration requirement does not apply.

Return to: _____

Account Coding	Amount
454 47000 5900	\$601,372.41

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

Reviewed by: 
 (signature required) Tom Wesolowski

Approved by: 
 (signature required) Terry Schwerm

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

Quote 1	
Quote 2	
Explanation if no quote received	

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to adopt Resolution No. 16-39 authorizing the advertisement for bids for the 2016 Seal Coating Program, City Project 16-04, and authorize the taking of bids on June 2, 2016, 10:00 a.m., at the Shoreview City Hall.

ROLL CALL: AYES _____ NAYS _____

JOHNSON _____

QUIGLEY _____

SPRINGHORN _____

WICKSTROM _____

MARTIN _____

REGULAR COUNCIL MEETING
MAY 2, 2016

#16-04

t:/projects/sealcoat/2016/council/authbid16

TO: MAYOR, CITY COUNCIL, CITY MANAGER

FROM: THOMAS L. HAMMITT
SENIOR ENGINEERING TECHNICIAN

DATE: APRIL 28, 2015

SUBJECT: 2016 SEAL COATING PROGRAM
CITY PROJECT 16-04
AUTHORIZE ADVERTISEMENT FOR BIDS

INTRODUCTION

Annually the Public Works Department requests bids for seal coating City streets. This year's project is Zone 1, which includes various streets in the Northeast portion of Shoreview. Council authorization is necessary to advertise for bids.

BACKGROUND

The Public Works Department utilizes various resources for street maintenance work each year. The Street Maintenance Division does our own crack sealing, patching and crosswalk painting. We generally contract with vendors for the road striping and request bids for street seal coating. Seal coating is a maintenance strategy that extends the life of asphalt streets. The City seal coats every street on a regular cycle. The City is divided into seven zones. A map of the seal coating zone is attached for reference. This year's street seal coating project is in Zone 1.

PROJECT COST

For 2016, the Capital Improvement Program allocates \$304,400 for seal coating. An additional \$21,000 is allocated for the crack-sealing program. The touch-up crack sealing and patching is typically completed in May and June. At this time, based on information received from other City's bids, Shoreview anticipates that seal coating costs to be about the same as last years.

RECOMMENDATION

It is recommended that the City Council authorize the advertisement for bids for the 2016 seal coating program and that bids be opened on Thursday June 2, 2016 at 10:00 a.m. and presented to the City Council on the June 6th meeting.

#16-04

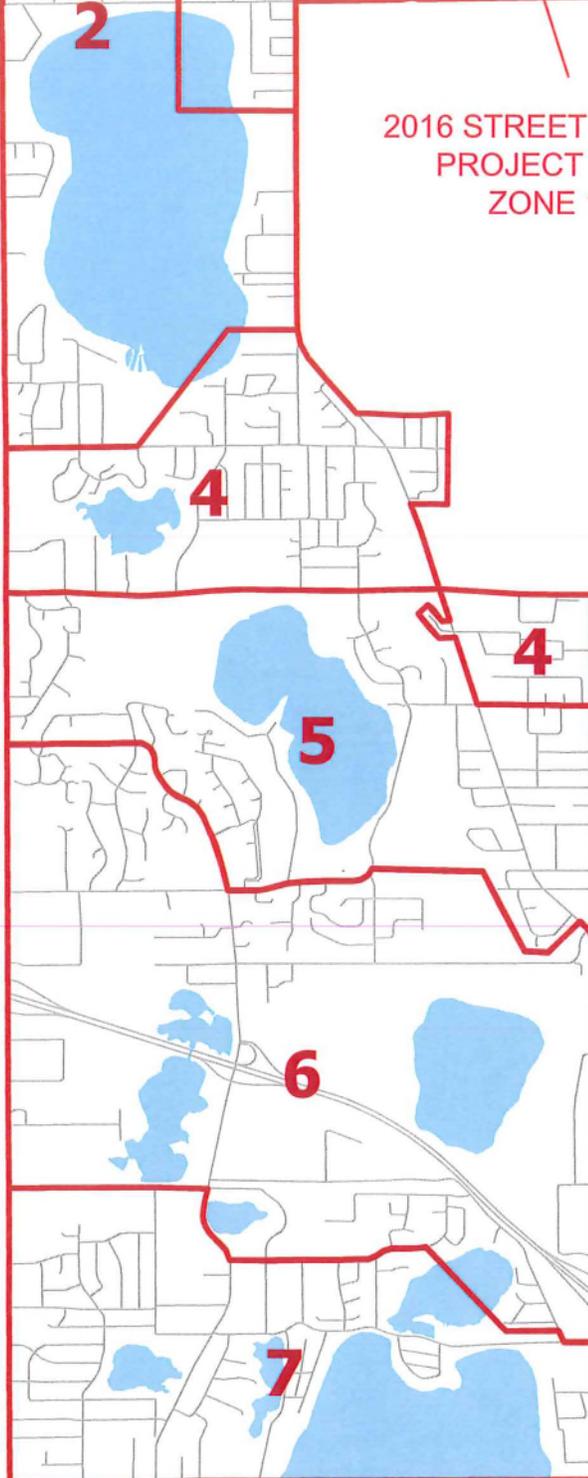
t:/projects/sealcoat/2016/council/authbid16



Seal Coat Zones

2016 STREET SEAL COAT
PROJECT 16-04
ZONE 1

SEAL COAT ZONES



*** PROPOSED ***

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

HELD MAY 2, 2016

* * * * *

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota, was duly called and held at the Shoreview City Hall in said City on May 2, 2016, 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. 16-39

**RESOLUTION AUTHORIZING THE ADVERTISEMENT OF BIDS
2016 SEAL COATING PROGRAM
CITY PROJECT 16-04**

WHEREAS, the Public Works Department has prepared plans and specifications for the 2016 Street Seal Coating Project 16-04 and such plans should be advertised in the legal and trade publications.

NOW, THEREFORE, be it resolved by the City Council of Shoreview, Minnesota, that:

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 plans and specifications. The advertisement shall be published indicating the date of 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 June 2, 2016, 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.

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to approve Resolution No. 16-37 reducing the following escrows:

Development Cash Deposits for the following properties in the amounts listed:

3595 Owasso St Tycon Companies Inc \$ 4,000.00

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

TO: MAYOR, CITY COUNCIL, CITY MANAGER
FROM: THOMAS L. HAMMITT
SENIOR ENGINEERING TECHNICIAN
DATE: APRIL 27, 2016
SUBJECT: DEVELOPER ESCROW REDUCTIONS

INTRODUCTION

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

BACKGROUND

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

3595 Owasso St Landscaping completed

RECOMMENDATION

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

3595 Owasso St Tycon Companies Inc \$ 4,000.00

PROPOSED

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

HELD MAY 2, 2016

* * * * *

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota was duly called and held at the Shoreview City Hall in said City on May 2, 2016 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. 16-37

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

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

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

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

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

3595 Owasso St	Tycon Companies Inc	\$ 4,000.00
----------------	---------------------	-------------

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

and the following voted against the same:

PROPOSED MOTION

MOVED BY _____

SECONDED BY _____

to authorize the purchase of street light poles and fixtures from Signature Lighting in the amount of \$69,916.00 for the 2016 Construction Projects including the 2016 Street Light Replacements, Project 16-03, Virginia/Dennison/Lilac Reconstruction Project 16-01 and Grand Avenue Reconstruction, Project 16-02.

ROLL CALL: AYES_____NAYS_____

JOHNSON _____

QUIGLEY _____

SPRINGHORN _____

WICKSTROM _____

MARTIN _____

REGULAR COUNCIL MEETING
MAY 2, 2016

tlh

#16-03, 16-01 & 16-02

t:/projects/2016/16-03streetlightreplacements/council/accept street light material quotes2016
t:/projects/2016/16-01virginia-dennison-lilac/council/accept street light material quotes2016
t:/projects/2016/16-02grand/council/accept street light material quotes2016

TO: MAYOR, CITY COUNCIL, CITY MANAGER

FROM: THOMAS L HAMMITT
SENIOR ENGINEERING TECHNICIAN

DATE: APRIL 28, 2016

SUBJ: AUTHORIZE PURCHASE OF STREET LIGHT MATERIALS
2016 STREET LIGHT REPLACEMENTS, PROJECT NO. 16-03
VIRGINIA/DENNISON/LILAC RECONSTRUCTION, PROJECT NO. 16-02

INTRODUCTION

Our Consultant has solicited quotes on behalf of the City for the purchase of street light materials for this year's construction projects. Staff has reviewed the quotes and asks the City Council to accept the low quote.

BACKGROUND

Shoreview's Infrastructure Replacement Plan and Capital Improvement Program include replacing our aging street lights. Many of the City owned lights were installed in the development boom years of the 1970's and 80's are now at the end of their useful life. City staff has entered into a professional service agreement with Signature Lighting to provide expertise in street light improvements, street lighting options, acquiring quotes, assisting with project management and inspections for compliance with contract documents and installation.

2016 Street Light Replacement Project 16-03

This year's replacement project consists of one area:

Area 1 is generally from Debra Lane on the west to Chandler Road on the east and Mound Avenue on the south to Tanglewood on the north.

Area 2 is Kent Court, Kent Circle, Mercury Circle and Kent Drive from Tanglewood to Hodgson Road

The City's contractor will be replacing the old 175 Watt Mercury Vapor lights and wood poles with 40 watt LED Fixtures and Aluminum poles. These fixtures are similar in design to the traditional cobra-head style. All areas are single family neighborhoods. Attached is a map showing the project areas for both areas.

The City purchases the fixtures and poles for the installer. The installation of the poles and fixtures will go out for quotes later this month and a report will be presented to Council for that portion of the projects. The funding for material is from the City's street light utility.

Virginia/Dennison/Lilac Reconstruction Project 16-01
Grand Avenue Reconstruction Project 16-02

As part of the neighborhood reconstruction, existing XCEL lights will be removed and City owned LED lights will be installed. Our consultant will solicit quotes for the installation of the new lights at a later date.

The following quotes were received and reviewed by City staff:

<u>SUPPLIER</u>	<u>TOTAL</u>
Combination bid – Hapco pole, LEOTEK LED fixtures	\$ 69,916.00
Combination bid – Mountain States pole, Hadco LED fixture	\$ 90,220.00

RECOMMENDATION

It is recommended that the City accept the quote from Signature Lighting for the purchase of street light materials combination quote - Hapco pole, LEOTEK LED fixture - in the amount of \$69,916.00.

tlh

#16-03, 16-01 & 16-02

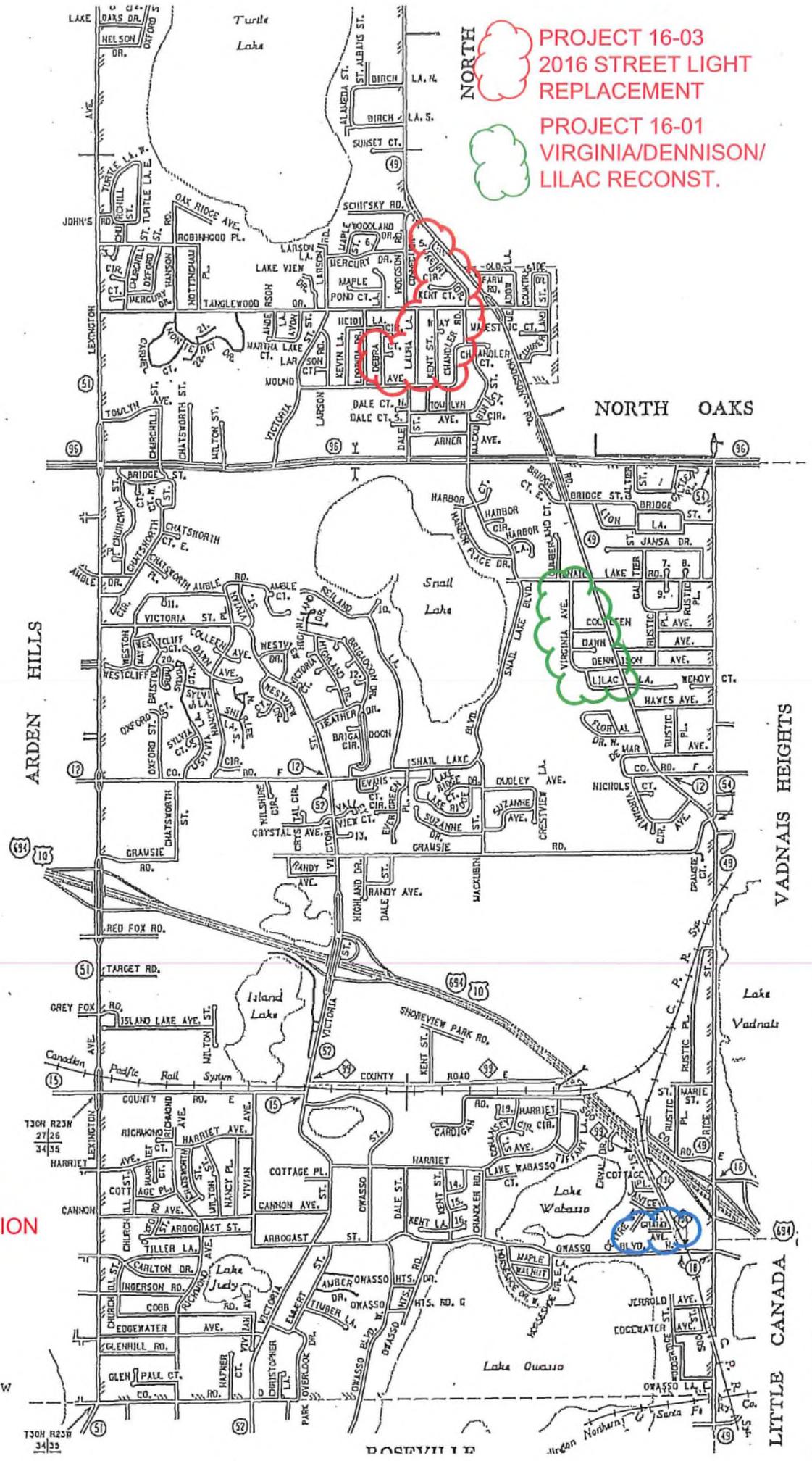
t:/projects/2016/16-03streetlightreplacements/council/accept street light material quotes2016
t:/projects/2016/16-01virginia-dennison-lilac/council/accept street light material quotes2016
t:/projects/2016/16-02grand/council/accept street light material quotes2016

1. LAKE BEACH CT. W.
2. LAKE BEACH CT. E.
3. ROBINHOOD CIR.
4. HILL CT.
5. MERCURY CIR.
6. WAYWOOD ST.
7. SHAIL LAKE CT. W.
8. SHAIL LAKE CT. E.
9. SHAIL LAKE CT. S.
10. LAKEPOINT CT.
11. BOARDWALK CT.
12. BRIGADOON CT.
13. CEDAR VIEW CT.
14. LAKE COVE CT.
15. LAKE SHAMIT CT.
16. LAKE BAYVIEW CT.
17. OAKWOOD DR.
18. COTTONWOOD CT.
19. ARDEN CIR.
20. MESLI HILL CT.
21. MONTEREY CT. N.
22. MONTEREY CT. S.

NORTH

PROJECT 16-03
2016 STREET LIGHT
REPLACEMENT

PROJECT 16-01
VIRGINIA/DENNISON/
LILAC RECONST.



PROJECT 16-02
GRAND AVE
RECONSTRUCTION

Tom Hammitt
City of Shoreview
4/28/16

T30H R23H
34/35

VADNAIS HEIGHTS
LITTLE CANADA



Signature Lighting, Inc

18430 Krypton Street NW
Anoka, MN 55303

Quote

Date	Quote #
4/28/2016	005-2837

Name / Address
City of Shoreview Tom Hammitt 4600 North Victoria Street Shoreview, MN 55126

Terms	Rep	Project
Net 30	JO	

Description	Qty	Cost	Total
Hapco Poles: HAPCO-20-373BAP31X with 4' mast arms	34	1,608.00	54,672.00
Leotek Fixtures: LEOT-GC1-40E-MV-NW-3-DB-700MH-SC	37	412.00	15,244.00
For Material Only			Total \$69,916.00



Signature Lighting, Inc

18430 Krypton Street NW
Anoka, MN 55303

Quote

Date	Quote #
4/28/2016	005-2836

Name / Address
City of Shoreview Tom Hammitt 4600 North Victoria Street Shoreview, MN 55126

Terms	Rep	Project
Net 30	JO	

Description	Qty	Cost	Total
Streetlight poles and fixtures sold as a unit price - LED fixtures by Hadco: HADC-RX132-H3-NA-RNSN on 25' smooth aluminum poles by MSL 28H/23'-AG/25' MH-8/4 - ARM 4'	34	2,590.00	88,060.00
Fixtures only - HADC-RX132-H3-NA-RNSN	3	720.00	2,160.00

For Material Only	Total	\$90,220.00
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PROPOSED MOTION

MOVED BY COUNCIL MEMBER: _____

SECONDED BY COUNCIL MEMBER: _____

To approve the Site and Building Plan review application submitted by Terrace Apartments Company to demolish two existing garages and construct 2 new garages north and south of the apartment building at 3545 Owasso St., and to authorize execution of the Development Agreements for the project.

This approval is subject to the following:

1. This approval permits the construction of two 4,900 square foot garages to be used for tenant vehicle parking north and south of the apartment building at 3545 Owasso St.
2. Approval of the final grading, drainage, and erosion control plans by the Public Works Director, prior to the issuance of a building permit for this project. These plans shall include the practices used for treatment of stormwater runoff.
3. 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.
4. The Building Official is authorized to issue a building permit for the project, upon satisfaction of the conditions above.

This approval is based on the following findings of fact:

1. The proposed land use is consistent with the designated Residential (8-20 units per acre) land use of the Comprehensive Plan.
2. The proposed development complies with the standards identified in the City's Development Code.
3. The proposed improvements meet the spirit and intent of the Comprehensive Plan and the Development Code.
4. The improvements further the goals outlined in the Housing Chapter of the Comprehensive Plan regarding neighborhood reinvestment and housing maintenance.

ROLL CALL: AYES _____ NAYS _____

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

Regular City Council Meeting – May 2, 2016

t:/2016pcf/2613-16-12 3545 owasso tycon/ccmotion

TO: Mayor, City Council, City Manager

FROM: Rob Warwick, Senior Planner

DATE: April 28, 2016

SUBJECT: Case File 2613-16-12, Site and Building Plan Review, Classic Construction/Tycon Companies – 3545 Owasso Street (Midland Terrace)

Introduction and Background

Classic Construction, on behalf of Tycon Companies, has submitted a Site and Building Plan Review application for improvements to the parking shared by several of the apartment buildings in the complex. The project includes the removal and rebuilding of two existing 22-stall detached garages. The parking area surrounding the apartment building and the detached garages will be repaved, including installing curb and gutter.

Midland Terrace is a 420-unit apartment complex constructed during the period 1967/70 by Tycon Companies. The complex consists of 10 three-story buildings, each with 42 apartments. Parking for the 420 apartments is provided through a combination of outdoor parking areas surrounding the buildings, and 11 detached garages situated throughout the complex. There are a total of 244 stalls of enclosed parking in the complex.

In 2012, the applicant received City approvals for the removal of a deteriorated commercial center, re-alignment of Owasso St., and construction of a new 102-unit apartment building, in the NW corner of the complex. That new apartment project included underground and surface parking for residents of the new building. In 2013, the City approved the demolition of a detached garage, located near the 4525 apartment building, and a larger 31-stall garage was built to replace an old 22-stall garage. The parking area surrounding the garage was paved at that time. The property owners expect to continue this improvement throughout the complex during the next few years.

Project Description

The existing garages are about 42-feet by 115-feet (4,900 sf) with 22 stalls, each with a separate overhead door. The stalls are used for vehicle parking by the tenants. These structures will be removed, a new garage constructed in the each of the same locations. The new garages are designed with a shingled hip roof. Cedar siding will be used on the long elevations to match the exterior finish of the apartment buildings, and the short sides will be exposed concrete walls.

The existing pavement of the surface parking lot around the garages will be removed and replaced. The affected area for this repaving is approximately 84,000 square feet. The existing pre-fab concrete parking stops will be replaced with surmountable curb along the west section of the lot and with barrier curb along all other parking area boundaries.

Please see the attached plans.

Comprehensive Plan

The Planned Land Use of the property is designated *Residential, 8 – 20 Units/Acre* in the Land Use Chapter of the Comprehensive Plan. The Planned Land Use of adjoining properties are *Railroad* on the north, *Light Industrial* on the east, *Low-Density Residential* on the south, and *Institutional* across Victoria Street. Staff believes the proposed improvements are consistent with the Planned Land Use designation, and that the improvements also further the goals outlined in the Housing Chapter of the Plan regarding neighborhood reinvestment and housing maintenance.

Development Code Requirements

The property is located in the R-3 Multi-Dwelling Residential District, where apartment buildings are permitted.

The Site and Building Plan Review can be approved provided the proposed use is a permitted use, compliant with the standards and criteria of the Development Ordinance, and that the use is in harmony with the general purposes and intent of the Development Ordinance and the Comprehensive Plan.

Current regulations of the R-3 District include a minimum 30-foot front setback and prohibit detached accessory structures.

Staff Review

In 1967 the City approved development of the apartment complex, and reviewed the proposal as a planned unit development, rather than a strict R-3 proposal. At the time, there was not a formal PUD designation codified, but the concept was employed for the overall development, so the plat approved the location and design of the 10 apartment buildings, 11 detached garages, and an area of the northwest corner reserved for retail development. The approval did not consider setbacks from property lines. At the time, Owasso Street was a private street constructed to serve and provide access for residents of the complex. The street was accepted by the public in the late 1990s.

Buildings in the complex are constructed across lot lines, and do not conform to the current front setback requirements, including the detached garages that are proposed for reconstruction. One of the garages proposed for reconstruction will continue to straddle a lot line which is interior to the complex. The garage locations remain in conformance with the plan approved by the City for the site in 1967.

Parking

Current regulations for parking in the R-3 District require 2 stalls per unit, one of which is fully enclosed, and guest parking at a rate of 0.5 stalls per unit. For the complex, a total of 1050 stalls, including 420 enclosed stalls, would be required. The plan approved in 1967 includes a total of 745 stalls, with 210 fully enclosed stalls. The complex now provides 244 enclosed stalls. Worn

pavement markings make an accurate evaluation of the outdoor stalls difficult, however there appear to be more stalls now than shown on the 1967 plan, but less than required to comply with the current Code standard. The number of parking stalls will remain unchanged as a result of this project.

Architectural Design

The apartment buildings and garages in the complex are designed with mansard roof styles (see attached photo of existing garage). The proposed garage is designed with a shallow hip roof, and cedar siding matching the apartments on the long elevations, with poured concrete walls exposed on the short garage elevations. Staff believes that this variation in building design will not affect the aesthetics of the complex.

Impervious Coverage and Stormwater Management

There will be no change to impervious coverage with the proposed improvements. A maximum 65% lot coverage is permitted in the R-3 District. This portion of the complex appears to comply, with about 60% impervious for the areas surrounding the 4 south-westerly apartment buildings, and not including the area of the wetland/pond.

In this older development, stormwater is now discharged directly into the pond. The paving portion of the project will allow modifications to the drainage pattern, and so the applicant and staff have discussed stormwater management practices that will aid improving the quality of runoff, including filter strips and a wetland buffer. The high water table precludes establishing infiltration basins and rain gardens in this area as management practices. A specific plan has not yet been developed. Staff expects that the plan developed for this improvement will be implemented throughout the complex as garage and parking improvements are continued to be made in the future, as the applicant is committed to improving the quality of the pond. The Council should also be aware that the applicant is working with Public Works staff on timing a City project to install improvements to the street catch basin and storm water pipe that is located adjacent to the northern garage planned for improvement. The City project is intended to improve the quality of storm water reaching the wetland.

Comment

The City Engineer has suggested using filter strips and/or a wetland buffer to treat runoff from the parking area.

Property owners within 350 feet of the complex were notified of the application, and no comments have been submitted.

Planning Commission

The Planning Commission reviewed the application at their April 26, 2016 meeting, and identified that parking is provided at a rate of about 1.75 stalls per unit, less than required by Code. The applicant, Max Segler, said that parking is about right, and in balance with green space for the complex. He noted that there is a waiting list for tenants who want enclosed parking, and that the enclosed stalls can be used only for vehicular parking. Commissioners also discussed stormwater management for the parking area and adjacent public street.

The Commission unanimously (6-0) recommended approval of the application to the City Council.

Development Agreement

Staff have prepared Erosion Control and Site Development Agreement for the project, as required by Code, and suggest that the Council review and authorize the execution of these documents.

Recommendation

Staff and the Planning Commission have found the application meets the requirements of Code and so recommend the City Council approve the application and authorize execution of the development agreement, subject to the following conditions:

1. This approval permits the construction of two 4,900 square foot garages to be used for tenant vehicle parking north and south of the apartment building at 3545 Owasso St.
2. Approval of the final grading, drainage, and erosion control plans by the Public Works Director, prior to the issuance of a building permit for this project. These plans shall include the practice(s) used for treatment of stormwater runoff.
3. 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.
4. The Building Official is authorized to issue a building permit for the project, upon satisfaction of the conditions above.

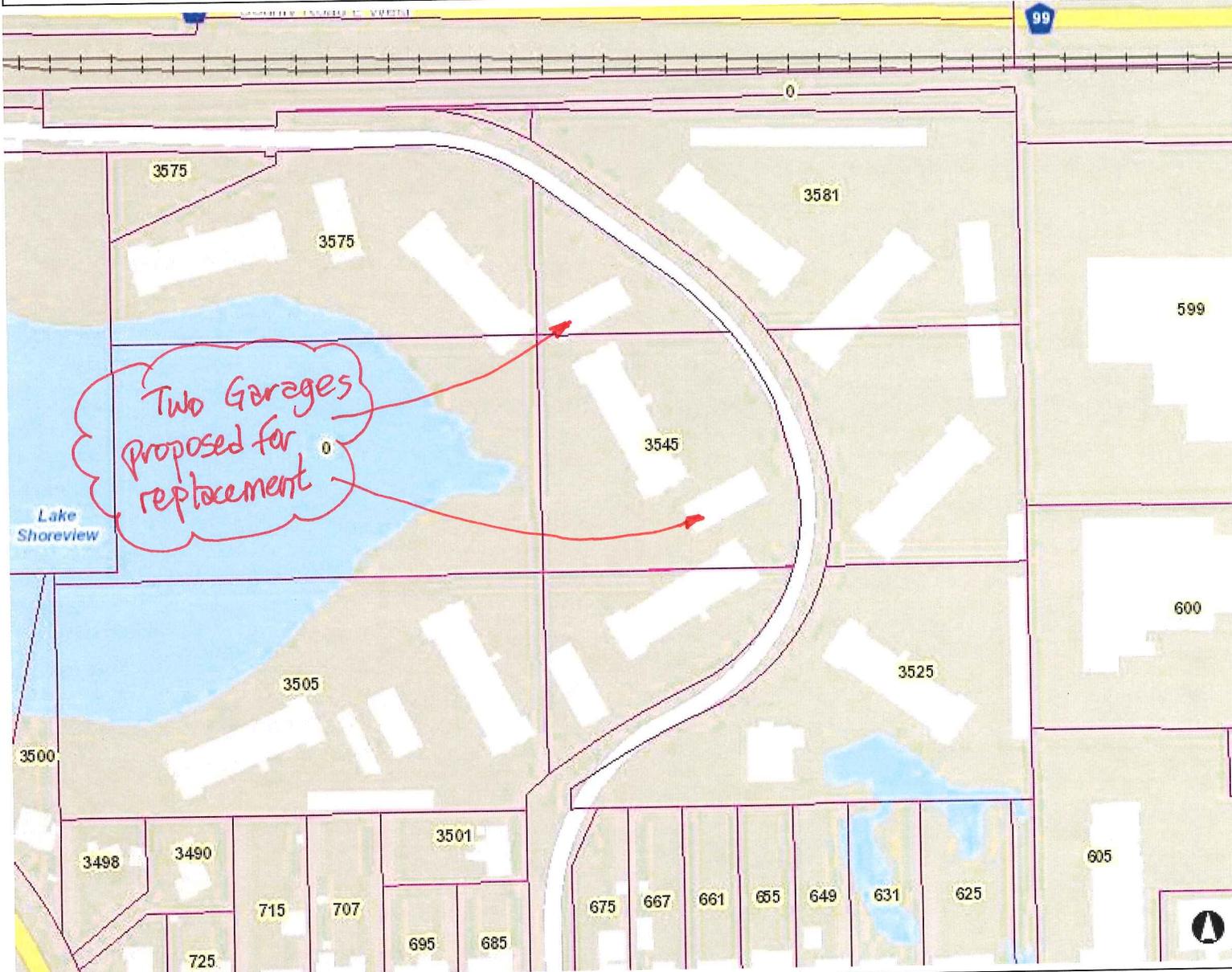
Attachments:

1. Location Map
2. Applicant's Statement and Submitted Plans
3. Comments
4. Erosion Control and Development Agreements
5. Proposed Motion

Legend

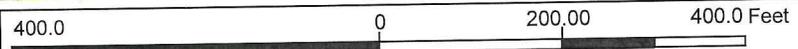


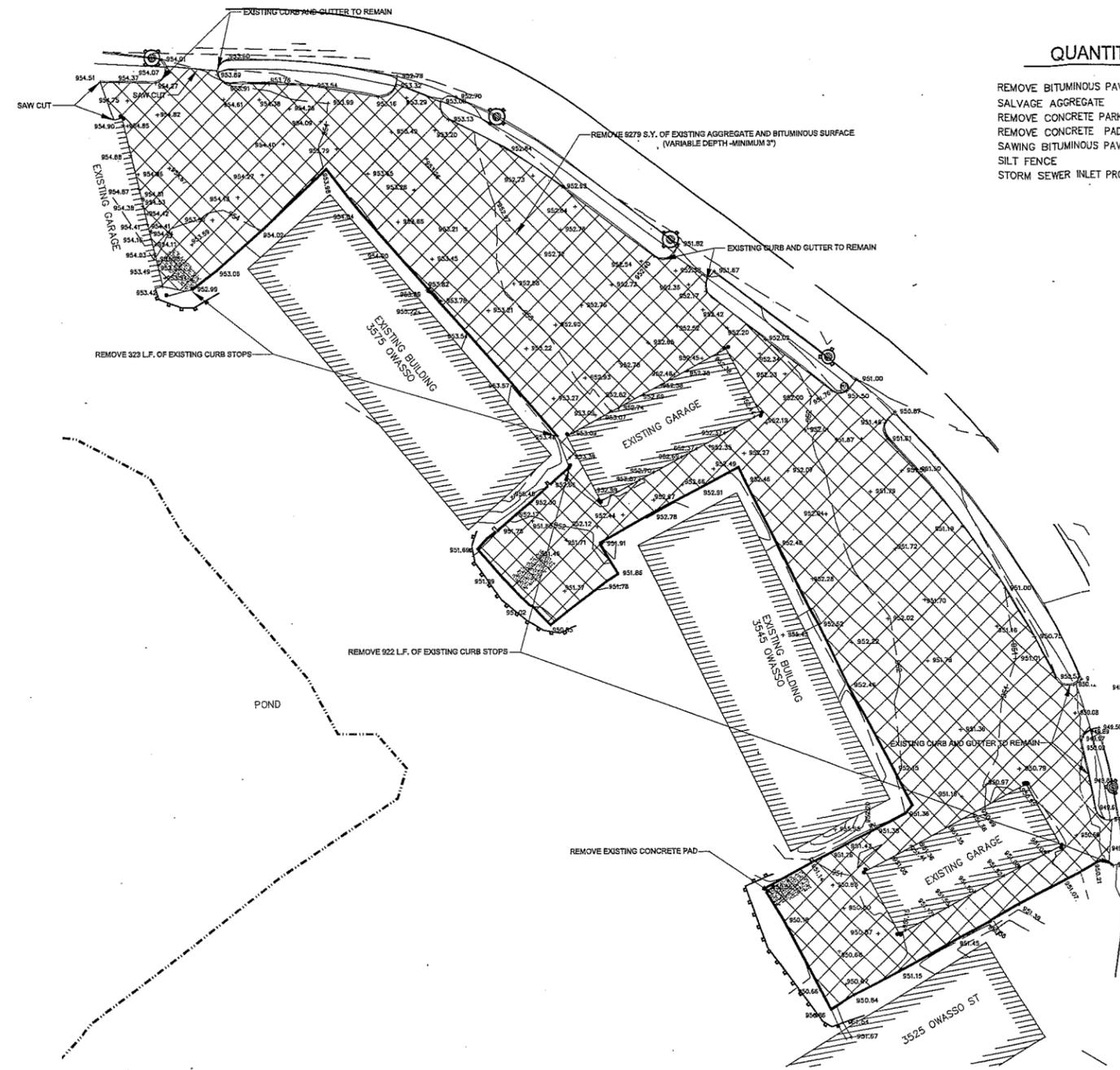
-  City Halls
-  Schools
-  Hospitals
-  Fire Stations
-  Police Stations
-  Recreational Centers
-  Parcel Points
-  Parcel Boundaries
-  Airports



Notes

Enter Map Description





QUANTITIES

REMOVE BITUMINOUS PAVEMENT	9279 SY
SALVAGE AGGREGATE	9279 SY (776 CY)
REMOVE CONCRETE PARKING BLOCKS	1245 LF
REMOVE CONCRETE PAD	4 SY
SAWING BITUMINOUS PAVEMENT	57 LF
SILT FENCE	290 LF
STORM SEWER INLET PROTECTION	5 EA

NOTES:

- DEMOLITION NOTES**
- 1.) ALL ASPHALT AND CONCRETE TO REMAIN SHALL BE SAW CUT AT LIMITS OF REMOVAL.
 - 2.) REMOVE ALL DEMOLITION AND SALVAGED MATERIALS FROM SITE WITHIN 24 HOURS.
 - 3.) LOCATE AND PROTECT ALL UTILITY LINES PRIOR TO AND DURING DEMOLITION AND GRADING OPERATIONS. UTILITY LOCATIONS SHOWN ARE BASED ON BEST AVAILABLE INFORMATION AND ARE NOT GUARANTEED. THE CITY MAY REQUIRE A DISCONNECT PERMIT FOR SEWER AND WATER SERVICES. CONTACT PRIVATE UTILITY SERVICE FOR ALL OTHER DISCONNECTS.
- GENERAL NOTES**
- 1.) NO CONSTRUCTION MAY BEGIN UNTIL EROSION AND SEDIMENT CONTROLS ARE IN PLACE.
 - 2.) PREVAILING SPECIFICATIONS: MNDOT STANDARD SPECIFICATIONS FOR CONSTRUCTION 2015 EDITION.

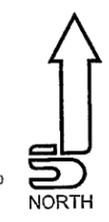
LEGEND

- ⊙ DENOTES A CATCH BASIN MANHOLE.
- ⊕ DENOTES A MANHOLE.
- ⊗ DENOTES AGGREGATE AND BITUMINOUS TO BE REMOVED. (VARIABLE DEPTH - MIN OF 3")
- ▬ DENOTES CURB STOPS TO BE REMOVED.
- + 552.72 DENOTES EXISTING SPOT ELEVATION.
- DENOTES EDGE OF POND
- 945 DENOTES EXISTING CONTOUR ELEVATION
- DENOTES SILT FENCE— SEE DETAIL
- ⊙ DENOTES INLET PROTECTION
- DENOTES BOLLARD
- DENOTES FULL DEPTH SAW CUT

CALL BEFORE YOU DIG



TWIN CITY AREA 651-454-0002
 MN. TOLL FREE 1-800-252-1166



S:\Share\PLATS\OWASSO PARK\TERRACE VIEW

Engineering, Surveying & Planning
JOHNSON & SCOFIELD INC.
 1203 Main Street Red Wing, MN 55065
 ph. 651.388.1558 fax 651.388.1559

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
 Steven P. Voigt, PE
 DATE 8/21/2015 REG. NO. 20034

REVISED	BY	DATE	LATEST REVISION:
	DESIGNED	SPV	Prepared For:
	DRAWN	SPD	THE TYCON COMPANIES
	CHECKED	MAS	C/O Max Segler
			321 University Ave SE
			Minneapolis, MN 55414
			PHONE: 612-991-9332

**TERRACE VIEW
 PARKING LOT IMPROVEMENTS**

**DEMOLITION AND EROSION
 CONTROL PLAN B**

SHEET 4 OF 8 SHEETS

**SITE DEVELOPMENT AGREEMENT
TYCON COMPANIES/MIDLAND TERRACE APARTMENTS
3545 OWASSO STREET**

(I) 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 Tycon Company, d/b/a Midland Terrace Apartment Company, their successors and assigns (hereinafter the "Developer").

(II) On May 2, 2016 the City gave approval to develop certain property located at 3545 Owasso Street, within the City and legally described as follows (hereinafter the "subject property"):

Subject To Roads, Vacated Emmert St And the East 1/2 Of Vacated Owasso Avenue And
Vacated Kieffer St. Adjacent And Lot 2, AND
Subject To Roads, the E 1/2 Of Vacated Owasso Ave And All Of Vacated Kieffer St. Both
Adjacent And Lot 1 South of Road Right-of-Way,
all in Owasso Park, Ramsey County Minnesota

(This property is more commonly known as 3545 Owasso Street)

(III) 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 site and building approval.
- C. To follow certain procedures, as determined by the City, to control soil erosion during the development of the subject property.

(IV) In consideration of the City's grant of permission allowing the Developer to develop the subject property, and in consideration of the mutual agreements contained herein, the City and the Developer agree as follows:

- A. **Improvements.** All improvements shall be constructed in accordance with the approval of the City Council, the City's ordinances and regulations and pursuant to approved plans and specifications. All requirements attached to said project by the City's Council on May 2, 2016, as conditions of the site and building plan review approval, are to be satisfied whether or not identified in this document.
- B. **Erosion Control.** An Erosion Control Plan/Storm Water Pollution Prevention Plan (SWPPP) shall be prepared and shall be submitted to the Public Works Director. The Developer agrees to comply with the recommendations of the Public Works Director for

the subject property and shall incorporate these recommendations in to the plans and specifications. *No site grading shall occur prior to the installation of approved erosion control measures and execution of required agreements and submission of sureties.*

The Developer shall enter into an Erosion Control Agreement with the City and shall deposit an amount equal to the estimated cost of complying with the erosion control regulations before issuance of a grading permit. **The Erosion Control Deposit shall be in the amount of \$5,785.00.**

- D. **Maintenance of Utilities.** The Developer is responsible for locating and accommodating any and all private utilities on this site. The City will not locate private utilities. Private utilities include sanitary sewer service, and the water main service. All utilities on the site are private, including those located within any public drainage and utility easement. No utility connections are proposed or permitted for this project.
- E. **Other Permits.** The applicant is subject to the NPDES permitting requirements, and shall demonstrate compliance before any City permits are issued for this site.
- F. **Stormwater Management.** All stormwater management infrastructure on the site is private, shall utilize stormwater best management practices, and be designed to minimize the need for maintenance and reduce the chance of failure.
- (1) The Developer shall implement storm water management practices that shall include a wetland buffer, or filtration strips along the margins of the new parking areas. A surety of \$4,000.00 shall be submitted to insure these practices are installed as required.
- G. **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 property. The Developer agrees to hold the City harmless 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.
- H. **Special Development Terms.** The project is subject to the following conditions as approved by the City Council on May 2, 2016:

- I. **Construction Management.** The Developer and its contractors and subcontractors shall work to minimize impacts from construction on the surrounding neighborhood by:
1. **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 and property owner.
 2. **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 parking of construction vehicles or employee vehicles shall occur along Owasso Street or Harriet Avenue. No fill, excavated material or construction materials shall be stored in the public right-of-way.
 3. **Hours of Construction.** Hours of construction, including moving of equipment shall be limited to the hours between 7:00 a.m. and 7:00 p.m. on weekdays and 8:00 a.m. and 6:00 p.m. on any weekend or holiday.
 4. **Site Maintenance.** The developer shall ensure 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. Developer shall sweep Owasso Street on a weekly basis or more frequently as directed by the City Engineer until the site is established. The City does not sweep streets for private development projects. Developer must have a contract with a water-discharge broom apparatus.
- J. **Default** The occurrence of any of the following after written notice from the City and thirty (30) days to cure (or such longer period as may be reasonable) shall be considered an "Event of Default" in the terms and conditions contained in this Agreement:
1. The failure of the Developer to comply with any of the terms and conditions contained in this agreement;
 2. The failure of the Developer to comply with any applicable ordinance or statutes with respect to the development and operation of the subject property.
- K. **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:
1. 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.

2. 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.
3. 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.
4. Exercise any other remedies, which may be available to it, including an action for damages.
5. Withhold the issuance of a building permit and/or prohibit the occupancy of any building(s) for which permits have been issued.

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 taken.

(V) **IN WITNESS WHEREOF**, the City and the Developer have executed this Agreement.

Approved by the City Council of Shoreview, Minnesota, this 2nd day of May 2016.

TYCON COMPANY

CITY OF SHOREVIEW

Sandra C. Martin, Mayor

Title

Terry Schwerm, City Manager

**EROSION CONTROL ESCROW AGREEMENT
TYCON COMPANIES/MIDLAND TERRACE APARTMENTS
3545 OWASSO STREET**

(A) THIS AGREEMENT is made and entered into by and between the City of Shoreview, a municipal corporation of the State of Minnesota (hereinafter the "City"), and Tycon Company, d/b/a Midland Terrace Apartment Company, its successors and assigns (hereinafter the "Developer").

(B) The City and the Developer have executed a Site Development Agreement that obligates the Developer to control soil erosion during the development of the subject property. To secure erosion control during the development of this site, the Developer has submitted a financial surety, in a form approved by the Public Works Director, to the City of Shoreview in the amount of **\$5,785.00**. The Developer has submitted this financial surety to the City on the following conditions:

1. The developer shall not receive interest on the amount of the surety.
2. The developer agrees that the surety may be utilized by the City to ensure compliance with the terms of the Development Contract regarding erosion control and/or to maintain all utility construction on the site, including the cleaning of road surfaces and storm sewer systems, until the Engineering Department has determined that erosion control has been satisfied. The surety may also be utilized for problems created off the site directly or indirectly as result of on-site conditions.
3. 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 48 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.
4. 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.
5. Any soils transported to this site or exposed on the site shall be seeded consistent with a plan approved by the Public Works Director.
6. This agreement shall not supersede any specifications required by the Public Works Director on the approved grading plan.

(C) 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 the Escrow Agreement by the Developer.

IN WITNESS WHEREOF, the City and the Developer have executed this agreement this 2nd day of May 2016.

TYCON COMPANY

Its

CITY OF SHOREVIEW

Sandra C. Martin, Mayor

Terry Schwerm, City Manager

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to approve Ordinance No. 943 amending Mayor and Council salaries effective January 1, 2017.

ROLL CALL: AYES _____ NAYS _____

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

Regular Council Meeting
May 2, 2016

Memorandum

To: Mayor and City Council

From: Laurie D. Elliott, Human Resources Director *L. Elliott*

Date: April 28, 2016

Re: Discussion Regarding Council Salaries

Introduction and Background

State law requires that compensation adjustments for elected officials be done prior to the election this year and that any adjustment cannot be effective until the following year. The last time the salary for the Mayor and Council members was increased was January 1, 2015.

In September 1998, the Council adopted a policy that established guidelines for adjustments to Council salaries. These guidelines indicate:

- 1) That adjustments to Council salaries should occur every two years;
- 2) That the adjustment should be by an amount equal to the cost of living adjustment provided for employees in that year;
- 3) That Council salaries should be within 10% of other similar sized cities (populations from 20,000 to 50,000).

Discussion

Currently, the Mayor's salary is \$779 per month. A review of similar sized cities shows that the average mayor salary is \$798 per month. Shoreview's current Mayor compensation is 2.42% below the average. A 2% adjustment to the Mayor salary would bring the compensation level up to \$795 per month, which is within the 10% range of the average compensation at similar sized cities.

Currently, the Council's salary is \$578 per month. A review of similar sized cities shows that the average council salary is \$583 per month. Shoreview's current Council compensation is 0.78% below the average. A 2% adjustment to the Council salaries would bring the compensation level up to \$590 per month, which is within the 10% range of the average compensation at similar sized cities.

Information regarding Council compensation levels at other cities and the Council policy are attached.

Recommendation

Based on the Council policy regarding salary adjustments, it is recommended that the Council approve Ordinance 943 amending Mayor and Council salaries effective January 1, 2017.

STATE OF MINNESOTA
COUNTY OF RAMSEY
CITY OF SHOREVIEW

ORDINANCE NO. 943

AN ORDINANCE AMENDING MAYOR AND COUNCIL SALARIES

The Shoreview City Council ordines that Section 302.010(A) and 302.010(B) of the Shoreview Municipal Code is amended to read as follows:

302.01. Compensation. The Mayor and Councilmembers of the City of Shoreview shall be compensated as follows:

(A) As of January 1, 2017, the salary of the Mayor shall be Seven Hundred and Ninety-five dollars (\$795) per month.

(B) As of January 1, 2017, the salaries of Shoreview City Council members shall be Five Hundred and Ninety dollars (\$590) per month.

Adoption Date. Passed by the City Council of the City of Shoreview on the 2nd day of May 2016.

Effective Date. This ordinance shall become effective upon passage and following publication in the City's official newspaper.

Publication Date: Published on the ___ day of _____, 2016.

Sandra C. Martin, Mayor

SEAL

Comparison of Mayor and Council Salaries

(Using cities with populations from 20,000 to 50,000)

April 2016

City	Population	Mayor	Council
Edina	49,491	\$ 7,051	\$ 5,101
Apple Valley	49,376	11,784	8,436
St. Louis Park	46,293	11,796	6,807
Shakopee	39,167	15,000	7,500
Cottage Grove	34,502	9,216	6,780
Roseville	34,178	9,300	7,020
Richfield	33,859	9,979	7,746
Andover	31,298	9,500	7,500
Brooklyn Center	29,810	11,500	8,805
Savage	27,567	8,000	6,000
Fridley	26,347	10,531	7,647
Chaska	24,177	8,208	6,948
Champlin	23,934	9,550	6,610
Chanhassen	23,629	6,000	4,800
Prior Lake	23,335	9,420	7,440
Ramsey	23,272	8,000	6,000
Hastings	22,491	8,400	6,000
New Brighton	22,321	8,600	7,000
Crystal	22,014	10,515	8,089
Rosemount	21,521	8,528	6,396
New Hope	20,718	11,570	8,450
Golden Valley	20,312	11,619	8,696
Lino Lakes	20,305	6,272	5,018
<i>Average</i>	29,127	\$ 9,580	\$ 6,991
<i>Monthly Average</i>		\$ 798	\$ 583

Shoreview Current	\$9,348	\$6,936
Percent Difference	-2.42%	-0.78%

Value of 2% increase	\$9,535	\$7,075
Monthly Average	\$795	\$590
Percent Difference*	-0.47%	1.20%

*A 2% increase falls within 10% of the average salaries, as established by Council guidelines.

h:\excel\CCSalaryCompare

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to approve an agreement with BWBR for architectural design services for the Community Center expansion project.

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

TO: MAYOR AND CITY COUNCIL

FROM: TERRY SCHWERM, CITY MANAGER

DATE: APRIL 28, 2016

SUBJECT: AUTHORIZATION TO ENTER INTO AN AGREEMENT WITH BWBR FOR THE COMMUNITY CENTER EXPANSION

INTRODUCTION

In 2014, the City worked with the BWBR architectural firm to complete an Expansion and Remodeling study for the Shoreview Community Center. Based on the findings of this study an expansion of the Community Center is now scheduled in the 2017 Capital Improvement Program. Staff is seeking authorization to enter into an agreement with the BWBR architectural firm for services related to this project.

BACKGROUND

One of the key priorities identified by the City Council as part of their 2015 goal setting session was moving forward with the expansion of the Shoreview Community Center. In 2014, the City worked with BWBR Architects to complete a Community Center Expansion and Remodeling report that identified several options to expand the Center. The City Council and Park and Recreation Commission determined that the preferred expansion option included a two level expansion off of the gymnasium that would provide for an expanded indoor playground area and additional multi-purpose space for fitness and other recreation programming. The preferred expansion also included the development of additional family changing areas to serve the Tropics water park and exploration of the addition of an outdoor water play area adjacent to the pool.

The City Council last discussed the planned expansion of the Community Center at the August, 2015 Workshop meeting and then as part of their review of the 2015 Council goals at the April, 2016 workshop meeting. The proposed expansion is included as a 2017 project in the City's Capital Improvement Program. If the City is going to proceed with an expansion of the Community Center in 2017, it is important to hire an architect to develop more detailed design and construction plans. Based on their past experience with the Community Center, staff suggested that the City request an architectural proposal from BWBR Architects to perform this

work. The BWBR architectural firm was the architect for the original building design and the expansion in the early 2000's.

The attached proposal from BWBR would continue to move the Community Center expansion project forward. The proposal is for concept refinement and further development of the preferred options that were identified in the 2014 concept study. After discussions with BWBR, staff believes that this work is necessary prior to beginning more detailed schematic and final design phase of the project. BWBR will provide architectural design services to better define a final concept and also provide an updated cost estimate for the project.

The estimated cost of this phase is \$25,000. Once the final concept plans are agreed upon, BWBR will prepare a fixed fee agreement for final design of the Community Center expansion.

RECOMMENDATION

Based on the foregoing information, it is recommended that the City Council approve an agreement with BWBR for architectural design services for the Community Center expansion project.



SAINT PAUL | MADISON

380 St. Peter Street, Suite 600
Saint Paul, MN 55102

651.222.3701
bwbr.com



April 27, 2016

Mr. Terry Schwerm
City Manager
City of Shoreview
4600 N Victoria St
Shoreview, MN 55126

Re: Proposal for Design Services
Shoreview Community Center
2016 Addition & Renovation Planning
BWBR Commission No. 3.2016085.00

Dear Terry:

We are pleased to assist you and the City of Shoreview in planning for the addition and renovation of the Community Center.

PROJECT UNDERSTANDING

We understand that the City would like to move forward with two of the expansion options developed in the 2013-2014 study, Scope A1 and G, as well as the Family Change remodel.

SCOPE OF SERVICES

Because of the conceptual nature of the options developed in the 2013-2014 study, we are recommending a process that begins with a brief programming verification period followed by concept refinement prior to beginning Schematic Design. The reason for this is the number of open questions that need to be answered regarding size, function, location, etc. prior to beginning a Schematic Design phase with a well-defined project scope.

BWBR proposes a 6-8 week Programming and Concept Development phase. The design services for this phase would be provided on an hourly basis. All time and fees expended for this phase would be incorporated into a fixed fee once the scope of the project is defined and agreed to after the Programming and Concept Development.

SCHEDULE

We have included a proposed preliminary project schedule to assist in planning future phases of the project.

DELIVERABLES

- Written program document.
- Graphics for design reviews and presentations.

ASSUMPTIONS

- BWBR will include structural, civil, mechanical, electrical engineering/design services for this phase to provide consultation as necessary to define final concept.
- Aquatic design is not included in this phase; assistance from vendors will be utilized.
- Conceptual Cost Estimate will be provided by RJM Construction.

COMPENSATION

BWBR proposes to provide the services described above on an hourly basis, per the attached rate schedule to an estimated fee of Twenty-Five Thousand Dollars (\$25,000).

Reimbursable expenses are in addition to this fee, will be billed at one and one-tenth (1.1) times cost to BWBR, and include, but are not limited to, printing, teleconference, and delivery services.

OTHER TERMS

At such time as BWBR's services extend to final design and documentation, we will prepare a fixed fee agreement that fully delineates BWBR's responsibilities using the American Institute of Architects B101 Standard Form of Agreement Between Owner and Architect.

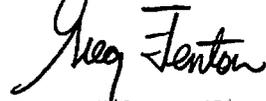
Payments for professional services rendered and for reimbursable expenses will be due upon receipt of BWBR's invoice. A service charge of one percent (1%) per month will be assessed on outstanding invoices past thirty (30) days from date of billing.

This Agreement may be terminated by either party upon seven (7) days written notice. In the event of termination, BWBR shall be compensated for all services performed prior to the termination date, together with reimbursable expenses.

This letter is the entire Agreement between the Owner and BWBR Architects. Changes or additions to this Agreement must be in writing and must be signed by both the Owner and BWBR Architects. If this Agreement is acceptable, please sign and date both copies, and return one copy to us as authorization to proceed.

Respectfully submitted,

BWBR ARCHITECTS, INC.



Gregory E. Fenton, AIA
Principal

Accepted:

CITY OF SHOREVIEW

(Typed/Printed Name and Title)

SE/jk

Date: _____

c: Steve Erickson, BWBR

Attachments: BWBR Rate Schedule
Proposed Project Schedule



2016 Billing Rates

EMPLOYEE CLASSIFICATION	HOURLY RATE
Principal	\$261
Associate Principal	\$250
Senior Project Designer	\$243
Senior Project Manager	\$212
Senior Project Planner	\$210
Specification Writer	\$198
Construction Administrator	\$198
Quality Assurance Coordinator	\$198
Senior Code Analyst	\$198
Project Manager	\$189
Project Planner	\$189
Sr. Administrative Staff	\$189
Senior Project Architect	\$180
Design Leader	\$180
Senior Job Captain	\$177
Senior Interior Designer	\$169
Project Architect	\$156
Job Captain	\$155
Staff Architect	\$155
Intern	\$147
Senior CAD Technician	\$146
Interior Designer	\$130
Graphic Designer	\$130
CAD Technician	\$130
Administrative Staff	\$114
Student	\$ 77

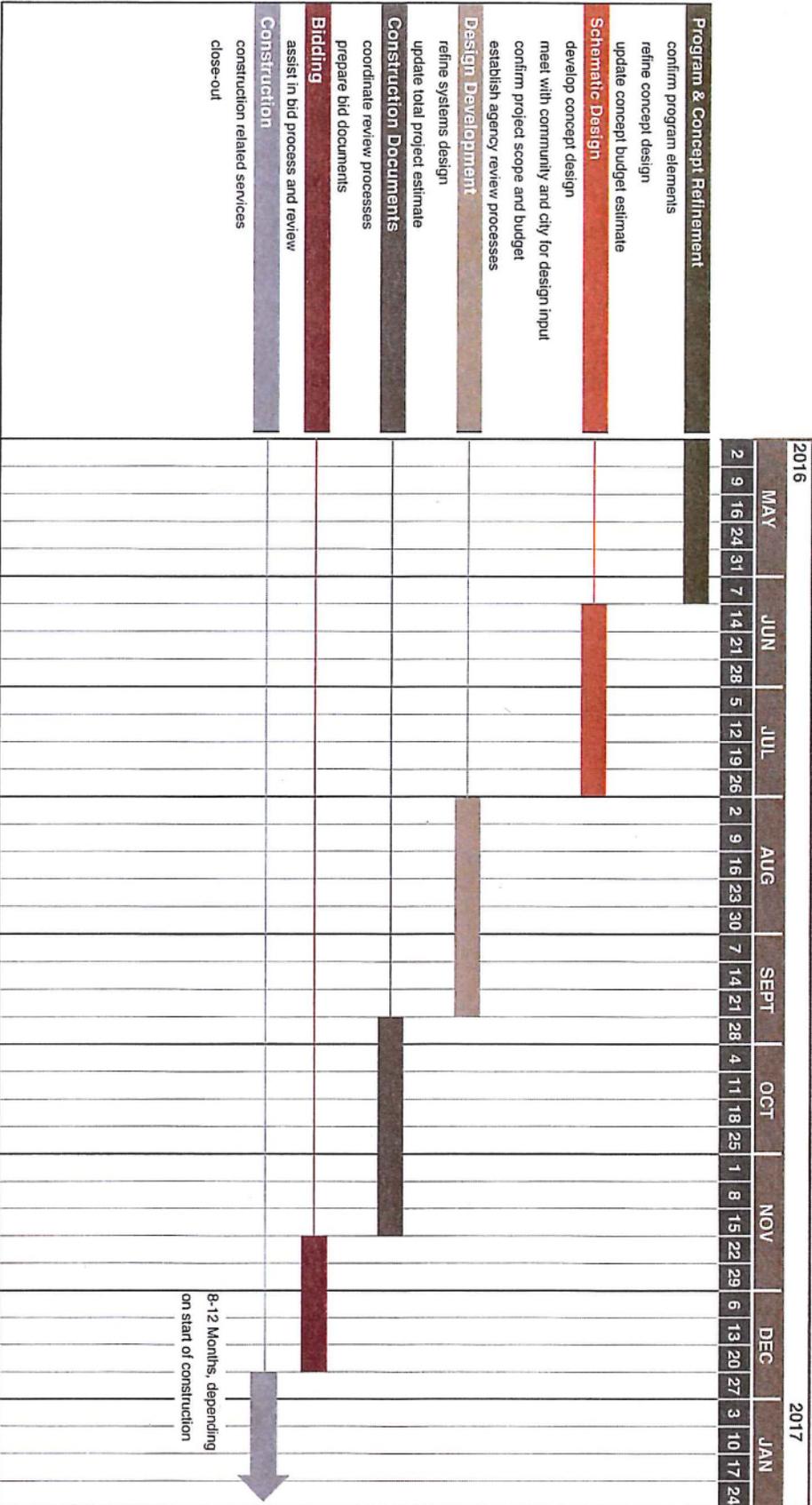
Billing rates will be adjusted annually on January 1st in accordance with normal salary review practices of BWBR Architects, Inc.



Shoreview Community Center, 2016 Addition & Renovation Shoreview, Minnesota

April 27, 2016

Proposed Schedule - Draft



PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to adopt Resolution No.16-35 accepting the bid from Midwest Civil Constructors, LLC, for the Virginia, Dennison, Lilac Reconstruction, Grand Avenue Reconstruction and Extension, and the Highway 96 Turn Lane, City Projects 16-01, 16-02 and 16-07 and authorize the Mayor and City Manager to execute a construction contract in the amount of \$1,677,690.50.

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

TO: MAYOR, CITY COUNCIL, AND CITY MANAGER
FROM: TOM WESOLOWSKI, CITY ENGINEER
DATE: APRIL 27, 2016
SUBJECT: RECEIPT OF BIDS AND AWARD OF CONTRACT
VIRGINIA, DENNISON, LILAC RECONSTRUCTION, GRAND AVE
RECONSTRUCTION & EXTENSION, & THE HIGHWAY 96 TURN LANE,
CITY PROJECTS 16-01, 16-02 & 16-07

INTRODUCTION

Sealed bids were received and opened on April 26, 2016, for the Virginia, Dennison, Lilac Reconstruction, Grand Avenue Reconstruction and Extension, and Highway 96 Turn Lane, City Projects 16-01, 16-02 and 16-07. The project locations are shown on the attached drawing. Council action is required to award the construction contract.

BID RESULTS & DISCUSSION

On March 21, 2016, the City Council approved the plans and specifications and ordered the taking of bids for the Virginia, Dennison, Lilac Reconstruction, Grand Avenue Reconstruction and Extension, and Highway 96 Turn Lane, City Projects 16-01, 16-02 and 16-07. Accordingly, on April 26, 2016, three bids were received and opened. All bids were submitted with proper bid security in the amount of five (5) percent of the total amount of the bid as required by the project manual. The bids results are listed below:

<u>Contractor</u>	<u>Base Bid</u>
Midwest Civil Constructors, LLC	\$ 1,677,690.50
Arnt Construction Co., Inc.	\$ 1,684,925.00
Northwest Asphalt	\$ 1,881,582.13

Engineer's Estimate: \$ 1,900,000.00

Given the above information, Midwest Civil Constructors, LLC is the lowest responsible bidder. Midwest has not worked in the City of Shoreview, but in the last few years has completed projects of similar scope and size in the Cities of St. Paul, Edina, Bloomington, and in Ramsey County. Based on the previous projects completed, Midwest has demonstrated that they have the necessary resources to complete the project.

The responsive low bid is approximately 10% less than the estimated construction costs listed in the Feasibility Study which reflects a competitive bid environment.

The responsive low bid results in a total estimated project cost of \$2,141,000.00. The estimated total project costs include an allowance for engineering, administration, and contingency items.

COSTS

The following is a comparison of the engineer's estimate to the estimated total project costs for the proposed improvements based on the low bid:

Virginia, Dennison, Lilac Road Reconstruction, City Project 16-01

<u>Item</u>	<u>Eng. Estimate</u>	<u>Bid Award</u>
Street Construction	\$ 724,000	\$ 724,000
Storm Sewer	\$ 357,000	\$ 266,000
Water main	\$ 428,000	\$ 305,000
Sanitary Sewer	\$ 28,000	\$ 53,000
Total Estimated Project Cost	\$ 1,498,000	\$ 1,348,000

Grand Avenue Reconstruction & Extension, City Project 16-02

<u>Item</u>	<u>Eng. Estimate</u>	<u>Bid Award</u>
Street Construction	\$ 354,000	\$ 354,000
Storm Sewer	\$ 185,000	\$ 185,000
Water main	\$ 3,500	\$ 3,500
Sanitary Sewer	\$ 1,500	\$ 1,500
Trail Extension	\$ 17,000	\$ 20,000
Total Estimated Project Cost	\$ 561,000	\$ 564,000

Highway 96 Turn Lane, City Project 16-07

<u>Item</u>	<u>Eng. Estimate</u>	<u>Bid Award</u>
Street Construction	\$ 262,000	\$ 229,000

Total Combined Project Cost \$ 2,321,000 \$ 2,141,000

The total estimated project costs include an allowance for engineering, administration, easements, and contingency items.

PROJECT FUNDING

Funding sources for the proposed improvements are as follows:

Virginia, Dennison, Lilac Road Reconstruction, City Project 16-01

Street	
Street Renewal Fund	\$ 665,392
Assessments	\$ 58,608
Storm Sewer	
Surface Water Fund	\$ 224,570
Assessments	\$ 41,430
Water	
Water Fund	\$ 281,800
Assessments	\$ 23,200
Sanitary Sewer	
Sewer Fund	<u>\$ 53,000</u>
Total Estimated Funding	\$1,348,000

Grand Avenue Reconstruction & Extension, City Project 16-02

Street	
Street Renewal Fund	\$ 257,000
Assessments	\$ 13,600
Developer Payments	\$ 83,400
Storm Sewer	
Surface Water Fund	\$ 149,213
Assessments	\$ 10,187
Developer Payments	\$ 25,600
Water	
Water Fund	\$ 3,500
Sanitary Sewer	
Sewer Fund	\$ 1,500
Trail	
Community Investment Fund	<u>\$ 20,000</u>
Total Estimated Funding	\$ 564,000

Grand Avenue Reconstruction & Extension, City Project 16-02

Street

Street Renewal Fund

\$ 229,000

RECOMMENDATION

It is recommended that the City Council adopt the attached resolution and accept the bid from Midwest Civil Constructors, LLC for the Virginia, Dennison, Lilac Reconstruction, Grand Avenue Reconstruction and Extension, and Highway 96 Turn Lane, City Projects 16-01, 16-02 & 16-07 and authorize the Mayor and City Manager to execute a construction contract in the amount of \$1,677,690.50.



Shoreview

CITY OF SHOREVIEW

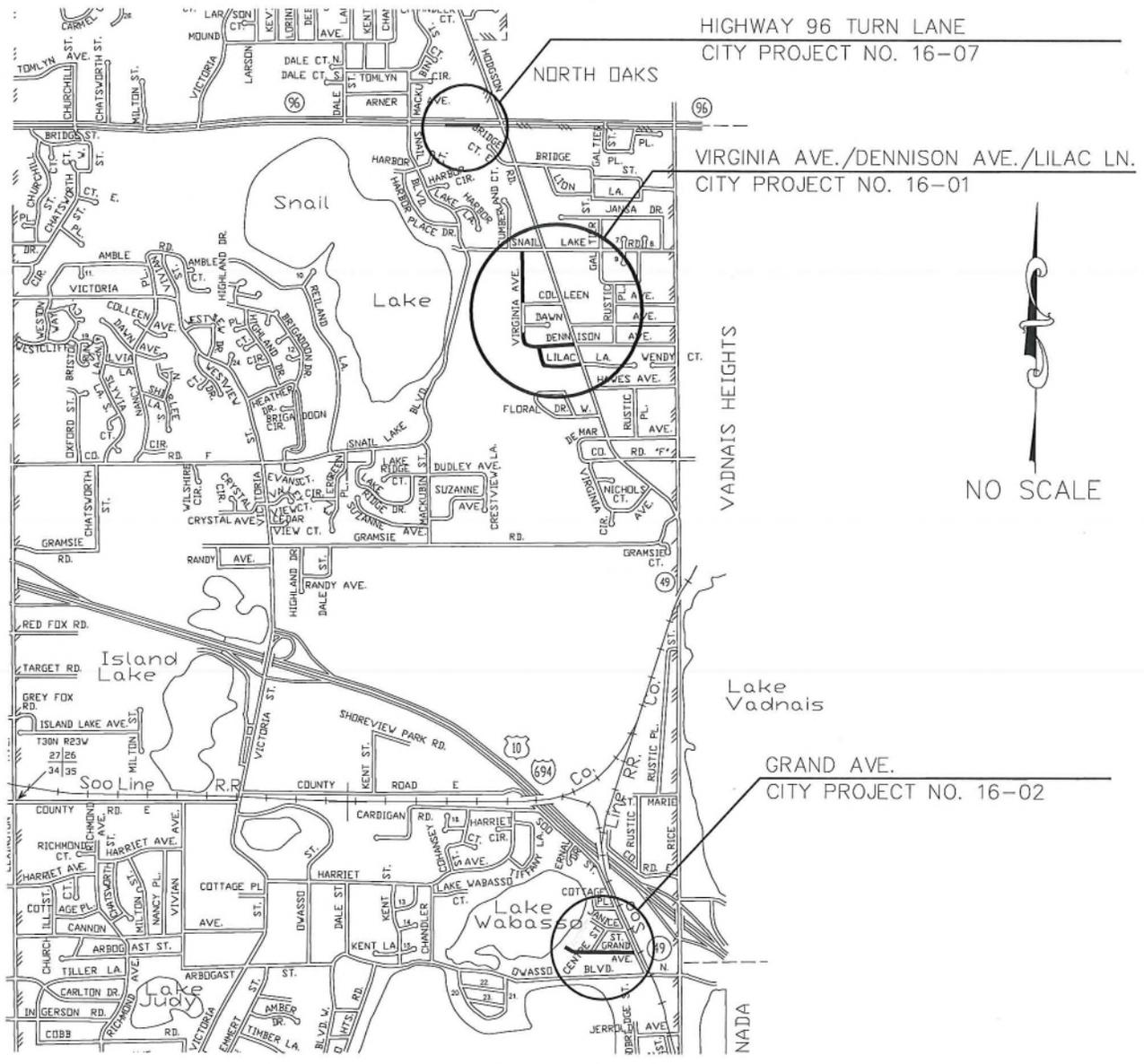
VIRGINIA AVE. / DENNISON AVE. / LILAC LN.
AND GRAND AVE.

RECONSTRUCTION

CITY PROJECT 16-01,02

AND HIGHWAY 96 TURN LANE

CITY PROJECT 16-07



LOCATION MAP

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

HELD MAY 2, 2016

* * * * *

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota, was duly called and held at the Shoreview City Hall in said City on May 2, 2016, 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. 16-35

ACCEPTING THE LOWEST RESPONSIVE BID
AND
AUTHORIZING THE EXECUTION OF A CONTRACT
FOR THE VIRGINIA, DENNISON, LILAC RECONSTRUCTION,
GRAND AVENUE RECONSTRUCTION & EXTENTION,
AND
HIGHWAY 96 TURN LANE,
CITY PROJECTS 16-01, 16-02 & 16-07

WHEREAS, the City of Shoreview has programmed in the Capital Improvement Program for the Virginia, Dennison, Lilac Reconstruction and Grand Avenue Reconstruction and Extension, City Projects #16-01 & 16-02, and

WHEREAS, the Highway 96 Turn Lane, City Project #16-07 is required to facilitate the redevelopment of the former Rainbow property, and

WHEREAS, pursuant to an advertisement for bids for the improvement of City Projects #16-01, 16-02, & 16-07, bids were received, opened, and tabulated according to law, and the following bids received complying with the advertisement:

<u>Contractor</u>	<u>Base Bid</u>
Midwest Civil Constructors, LLC	\$ 1,677,690.50
Arnt Construction Co., Inc.	\$ 1,684,925.00
Northwest Asphalt	\$ 1,881,582.13

WHEREAS, the City staff is recommending the City Council award the Bid to the lowest responsible bidder, Midwest Civil Constructors, LLC.

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

1. All bids were received as submitted on April 26, 2016.
2. The Bid from Midwest Constructors, LLC in the amount of \$1,677,190.50 is hereby accepted and the Mayor and City Manager are hereby authorized and directed to enter into a construction contract for City Projects #16-01, 16-02 & 16-07 with the lowest responsible bidder, Midwest Constructors, LLC.

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 2nd day of May 2016.

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 2nd day of May, 2016, 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 award of contract for City Projects #16-01, 16-02 & 16-07.

WITNESS MY HAND officially as such Manager and the corporate seal of the City of Shoreview, Minnesota, on this 3rd day of May 2016.

SEAL

Terry Schwerm
City Manager

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to adopt Resolution No.16-36 accepting the low bid from Northwest Asphalt, Inc. for the Gramsie Road Rehabilitation, City Project 16-05 and authorize the Mayor and City Manager to execute a construction contract in the amount of \$531,883.42.

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

REGULAR COUNCIL MEETING
MAY 2, 2016

TO: MAYOR, CITY COUNCIL, AND CITY MANAGER
FROM: TOM WESOLOWSKI, CITY ENGINEER
DATE: APRIL 28, 2016
SUBJECT: RECEIPT OF BIDS AND AWARD OF CONTRACT FOR:
GRAMSIE ROAD REHABILITATION, CITY PROJECT 16-05

INTRODUCTION

Sealed bids were received and opened on April 28, 2016, for the Gramsie Road Rehabilitation, City Project 16-05. A drawing showing the location of the street segment is attached at the end of this report. Council action is required to award the construction contract.

DISCUSSION & BID RESULTS

On April 4, 2016, the City Council approved the plans and specifications and ordered the taking of bids for the Gramsie Road Rehabilitation, City Project 16-05. Accordingly, on April 28, 2016, five bids were received and opened. All bids were submitted with proper bid security in the amount of five (5) percent of the total amount of the bid as required by the project manual. The bids amounts are listed below:

<u>Contractor</u>	<u>Bid Amount</u>
Northwest Asphalt, Inc.	\$ 531,883.42
Park Construction Co.	\$ 538,503.70
North Valley, Inc.	\$ 543,789.37
FPI Paving Contractors, Inc.	\$ 592,049.50
Harddrives, Inc.	\$ 619,305.50
Engineer's Estimate:	\$ 750,000.00

Given the above information, Northwest Asphalt, Inc. is the lowest responsible bidder for the project. Northwest Asphalt has performed work for the City in the past, most recently in 2013 on the Street Rehabilitation project, which included the same rehabilitation strategy of full depth reclamation with asphalt emulsion that has become the City standard for pavement rehabilitation. Northwest Asphalt has previously demonstrated that they have the necessary resources to complete the project.

The responsive low bid is less than the engineers estimate and the spread of the top three bids is approximately 2%, which indicates a competitive bid environment.

The low bid results in a total estimated project cost of \$ 650,000. The estimated total project costs include an allowance for engineering, administration, and contingency items.

COSTS

The following is a comparison of the engineer's estimate to the estimated total project costs for the proposed improvement based on the low bid:

<u>Item</u>	<u>Eng. Estimate</u>	<u>Bid Award</u>
MSA Street Construction	\$ 850,000	\$ 650,000

The total estimated project costs include an allowance for engineering, administration, easements, and contingency items.

PROJECT FUNDING

The project would be funded through Municipal State Aid.

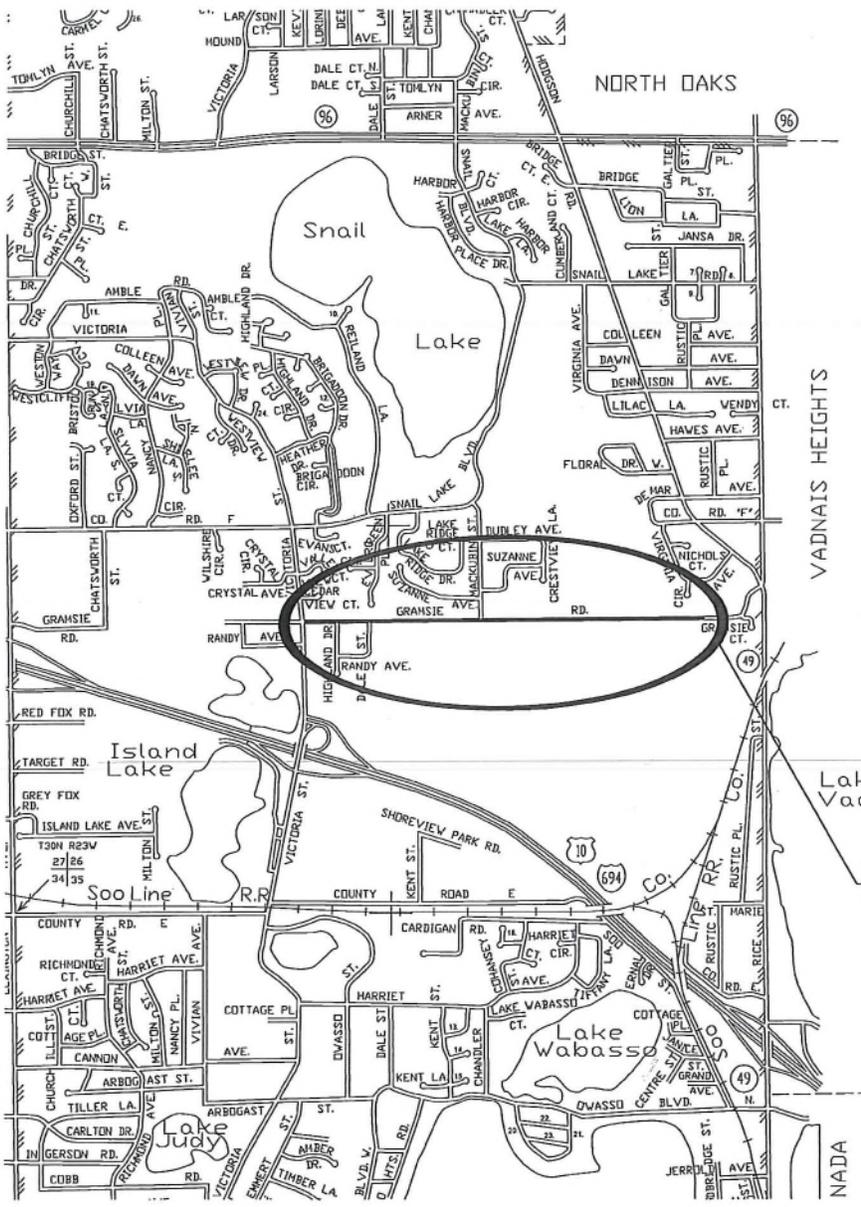
RECOMMENDATION

It is recommended that the City Council adopt the attached resolution accepting the low bid from Northwest Asphalt Inc. for the Gramsie Road Rehabilitation, City Projects 16-05 and authorize the Mayor and City Manager to execute a construction contract in the amount of \$ 531,883.42.



Shoreview

CITY OF SHOREVIEW GRAMSIE ROAD REHABILITATION CITY PROJECT 16-05



NO SCALE

GRAMSIE ROAD REHABILITATION
CITY PROJECT NO. 16-05

LOCATION MAP

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

HELD MAY 2, 2016

* * * * *

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota, was duly called and held at the Shoreview City Hall in said City on May 2, 2016, 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. 16-36

ACCEPTING THE LOWEST RESPONSIVE BID
AND AUTHORIZING THE EXECUTION OF A CONTRACT
FOR THE GRAMSIE ROAD REHABILITATION
CITY PROJECT 16-05

WHEREAS, the City of Shoreview has programmed in the 2016 Capital Improvement Program for the Gramsie Road Rehabilitation, City Project 16-05, and

WHEREAS, pursuant to an advertisement for bids for the improvement of City Project 16-05, bids were received, opened, and tabulated according to law, and the following bids received complying with the advertisement:

<u>Contractor</u>	<u>Bid Amount</u>
Northwest Asphalt, Inc.	\$ 531,883.42
Park Construction Co.	\$ 538,503.70
North Valley, Inc.	\$ 543,789.37
FPI Paving Contractors, Inc.	\$ 592,049.50
Harddrives, Inc.	\$ 619,305.50
Engineer's Estimate:	\$ 750,000.00

WHEREAS, the City staff is recommending the City Council award the Bid to the lowest responsible bidder, Northwest Asphalt, Inc.

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

1. All bids were received as submitted on April 28, 2016.
2. The Bid from Northwest Asphalt, Inc., in the amount of \$ 531,883.42 is hereby accepted and the Mayor and City Manager are hereby authorized and directed to enter into a construction contract for City Project 16-05 with the lowest responsible bidder, Northwest Asphalt, Inc.

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 2nd day of May 2016.

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 2nd day of May, 2016, 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 award of contract for City Project 16-05.

WITNESS MY HAND officially as such Manager and the corporate seal of the City of Shoreview, Minnesota, on this 3rd day of June 2016.

SEAL

Terry Schwerm
City Manager

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

To approve Resolution No. 16-40 revising city polling locations.

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

TO: MAYOR AND COUNCILMEMBERS

**FROM: TERRI HOFFARD
DEPUTY CLERK**

DATE: APRIL 28, 2016

SUBJECT: APPROVAL OF CHANGE IN POLLING LOCATION

BACKGROUND

The City currently has 6 precincts for voting. Staff contacted all facilities currently used as polling places in preparation for the upcoming 2016 elections and recently met with staff at Turtle Lake School, which has been used as the polling place for precinct 6. Staff is recommending that the Council approve Resolution No. 16-40 changing the polling place for precinct 6 from Turtle Lake Elementary School to the Lake Johanna Fire Station No. 3 at 5545 Lexington Avenue.

DISCUSSION

As part of the preparations for elections, the City contacts staff at each precinct's polling location to determine if they are willing to continue to serve as the polling place. At the time that we contacted the precincts, we were informed that St. Odilia no longer wanted to continue to serve as the polling location for precinct 1N. Based on this information, the Council recently took action to combine precinct 1N and precinct 2 into one precinct at Shepherd of the Hills Lutheran Church. At the most recent Public Safety Committee meeting, the Public Safety Committee adopted a motion requesting City staff to investigate methods of improving safety for polling locations at elementary schools.

Staff recently met with the Principals and other key staff at both Emmet D. Williams Elementary School that serves as the polling place for precinct 1 and at Turtle Lake Elementary School that serves as the polling place at precinct 6. The Principal at Emmet Williams had identified a means of having voters access the polling location in the school gymnasium directly without interacting with students.

In our discussion with the Turtle Lake staff, there was a method of minimizing the potential interaction with the students, however, the polling location did not completely isolate voters from the students. As a result of this potential conflict, the staff at Turtle Lake did express concern about students' safety on the site on election day. In addition, due to the location on Lepak Court and somewhat limited parking on the site during the daytime hours, staff decided to research other locations that might be able to serve as a polling place for precinct 6.

Based on this research, staff discussed the possibility of using Lake Johanna Fire Station No. 3, 5545 Lexington Avenue, as the polling location with Fire Chief Tim Boehlke. Although it is not an ideal location for a polling place because it serves as a working fire station, it was determined that it would be the best long-term voting location for precinct 6. Chief Boehlke indicated that the Fire Department would work closely with City staff to insure that it works as the polling location. The public access for the parking at the Fire Department is on Lepak Court directly across the street from Turtle Lake School, which will be convenient for voters. The City will need to work with the staff at Turtle Lake School on parking for some of the election judges as well as traffic control during the morning and afternoon drop off and pick up hours at the school to insure good access to the Fire Department. Ramsey County and the City will be sending notices to voters in the precinct notifying them of this change.

RECOMMENDATION

Based on the foregoing information, staff recommends approval of Resolution No. 16-40 which changes the polling location for precinct 6.

**EXTRACT OF MINUTES OF MEETING OF THE
CITY COUNCIL OF SHOREVIEW, MINNESOTA
HELD MAY 2, 2016**

* * * * *

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota was duly called and held at the Shoreview City Hall in said City on May 2, 2016, at 7:00 p.m.

The following members were present:

And the following members were absent:

Councilmember _____ introduced the following resolution and moved its adoption.

RESOLUTION NO. 16-40

RESOLUTION REVISING CITY POLLING PLACES

WHEREAS, the City of Shoreview has 6 voting precincts; and

WHEREAS, while preparing for the upcoming 2016 elections, staff contacted all polling places to check on availability; and

WHEREAS, in a meeting between City staff and Turtle Lake School staff a number of safety and security concerns were discussed; and

WHEREAS, these concerns will continue to be an issue in the future; and

WHEREAS, staff is recommending that the polling place for Precinct 6 be changed to the Lake Johanna Fire Department.

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Shoreview, County of Ramsey, State of Minnesota hereby revises the polling places as follows:

- Precinct 1 – Emmet D. Williams School
- Precinct 2 – Shepherd of the Hills Church
- Precinct 3 – Shoreview City Hall
- Precinct 4 – Shoreview Community Center
- Precinct 5 – Incarnation Lutheran Church
- Precinct 6 – Lake Johanna Fire Department

BE IT FURTHER RESOLVED that this resolution and revised polling place be submitted to

the Secretary of State of Minnesota and the Ramsey County Auditor.

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

And the following voted against the same:

WHEREUPON, said resolution was declared duly passed and adopted the ____ day of May, 2016.

STATE OF MINNESOTA)

COUNTY OF RAMSEY)

CITY OF SHOREVIEW)

I, the undersigned, being the duly qualified City Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council on the _____ day of _____, 2016, with the original thereof on file in my office and the same is full, true and complete transcript therefrom insofar as the same relates to revising city election precincts.

WITNESS MY HAND officially as such City Manager and the corporate seal of the City of Shoreview, Minnesota this _____ day of _____, 2016.

Terry C. Schwerm, City Manager