

**CITY OF SHOREVIEW
AGENDA
REGULAR CITY COUNCIL MEETING
DECEMBER 1, 2014
7:00 P.M.**

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF AGENDA

PROCLAMATIONS AND RECOGNITIONS

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

COUNCIL COMMENTS

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

1. November 10, 2014 City Council Workshop Meeting Minutes
2. November 17, 2014 City Council Meeting Minutes
3. Receipt of Committee/Commission Minutes—
 - Economic Development Authority, November 3, 2014
 - Human Rights Commission, November 19, 2014
4. Verified Claims
5. Purchases
6. Change Order #1—2014 Trail Rehabilitation, CP 14-05
7. Developer Escrow Reduction

8. Change Order #3 and Payment #8 (Final)—Red Fox Road Reconstruction, CP 12-04
9. Extend Joint Powers Agreement for EAB Sampling
10. Request to Extend Review Period for CUP—1349 Meadow Avenue, Baker
11. Minor Subdivision—4693 Hodgson Road/4694 Mackubin St., Thomas Hipkins
12. Final Plat—Lexington Estates 2 Townhome Association—Royal Court
13. Authorize Contract with Minnesota Department of Corrections
14. Appointments of Student Representatives to Human Rights Commission
15. Assessment for Nuisance Abatement
--1648 Lois Drive
16. Assessment for Nuisance Abatement
--4137 Nancy Place

PUBLIC HEARING

17. Assessment Hearing for Weed Abatements
--4414 Galtier Street
--1729 Lois Drive
--4324 Snail Lake Boulevard
--169 Demar Avenue
18. Public Hearing—Review of 2015 Budget and Tax Levy

GENERAL BUSINESS

19. Approval of Proposal by AVI Systems Inc.—Tightrope HD Playback System

STAFF AND CONSULTANT REPORTS AND RECOMMENDATIONS

SPECIAL ORDER OF BUSINESS

ADJOURNMENT

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

**CITY OF SHOREVIEW
MINUTES
CITY COUNCIL SPECIAL WORKSHOP MEETING
November 10, 2014**

CALL TO ORDER

Mayor Martin called the workshop meeting of the Shoreview City Council to order at 7:00 p.m. on November 10, 2014.

ROLL CALL

The following attended the meeting:

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

Councilmember Withhart was absent.

Staff: Terry Schwerm, City Manager
Rebecca Olson, Assistant to City Manager
Fred Espe, Finance Director
Mark Maloney, Public Works Director
Deborah Maloney, Assistant Finance Director

Mn/DOT Mark Lindeberg

REVIEW OF I-694 CORRIDOR IMPROVEMENTS

Public Works Director Mark Maloney indicated that the City was notified by Mn/DOT that the portion of I-694 through Shoreview was scheduled for shoulder improvements as part of the Corridors of Commerce program. The City had hoped for a more aggressive project to address the bottleneck of traffic. Recently, the Corridor of Commerce notified the City that this portion of I-694 would be reconstructed with a third general purpose lane, rather than a “dynamite shoulder lane”.

Mr. Lindeberg stated that the Corridor of Commerce has set aside \$42 million for the improved shoulder to reduce congestion during peak traffic times. In discussing the design with Federal Highway, it became clear that the road would have to be reconstructed. Federal Highway then urged that a new third lane be added rather than an improved shoulder. The current road bed will be removed and six new lanes will be built through this corridor. It will tie in with the road widths at the east and west ends. Three ramps will be rebuilt--Lexington, Victoria, and Rice Street. At the Rice Street ramp, a mill and overlay will be used because the County is planning to redesign this intersection.

Mr. Lindeberg showed a design plan for the improved I-694 corridor through Shoreview and described how the third lane will fit the current road. There will be three 12-foot lanes, a 10-foot outside shoulder and a 6-foot inside shoulder. There may be a noise wall if certain warrants are met. HDR is under contract to conduct traffic modeling for air and noise. That analysis is near completion. The noise wall is required to meet federal standards. Noise level is determined and fed into a model to forecast volumes and determine how much noise reduction is possible with a noise wall. As long as the noise wall meets cost effectiveness, it is voted on by residents who would benefit. If voted in, it is constructed.

Mayor Martin asked if the noise wall would be extended from the existing one or if it would be rebuilt and whether residents on Tiffany Lane, who have sought noise reduction, will be protected. Mr. Lindeberg stated that it is unknown whether a new noise wall would be constructed until the final analysis is completed. He pointed out that the area around Soo Street is tight. He does not know if there will be enough space for a noise wall and snow storage. Mr. Maloney added that the residents on Tiffany Lane would notice a dramatic improvement. He noted that Soo Street does not run parallel to the freeway so a noise wall would mean some reconstruction of Soo Street. Mr. Lindeberg stated that the cost effectiveness of the wall will be impacted by any need to reconstruct Soo Street.

Councilmember Johnson asked the parameters of residents able to vote on putting in a noise wall. Mr. Lindeberg stated that he does not know specifically, but it would involve more people than just the first row of homes next to the wall.

City Manager Schwerm stated that concrete can be louder than bituminous and asked if that is factored in. Mr. Lindeberg explained that the noise while driving on concrete is noticeably louder, but according to analysts, the noise to residents is not very different, but it is different in pitch.

Mr. Lindeberg continued describing the proposed design. When the third lane reaches Victoria, there will be an auxiliary lane from the ramp west to give traffic a long entry to build speed. It will also create a long passage for weaving of traffic on I-694 to get off at Lexington and entering traffic from Victoria.

Mayor Martin stated that residents in the Island Lake area have also complained about the freeway noise. She asked if there is any way a noise barrier could be built in that area. Mr. Lindeberg stated that a noise wall at Island Lake would not be cost effective because the noise will go over the wall, hit the water and still impact the neighborhood. Analysts say that a noise barrier is not effective for property beyond 500 feet from the wall. Building a wall there would also impact the lake.

Councilmember Wickstrom asked if the ramp signal systems would be impacted. Mr. Lindeberg answered, no. Coming east from Highway 10 there will be an auxiliary lane from Lexington to Victoria.

Councilmember Wickstrom asked if there will be ramp meters added to entrance ramps. Mr. Lindeberg stated that will be decided in the final design. There are no meters now and he

expects that to stay the same. The only right-of-way needed will be for the storm water pond areas--land from Ramsey County and from Naegele. Mn/DOT will work to be sure there is no net loss for the right-of-way. Municipal consent is needed for the project because of the capacity of traffic and need for right-of-way. A tentative schedule is to let the project in November 2015 with construction beginning in 2016. The new road will be at a different grade. The plan is to begin at the center and build out, which is a method that possibly could result in completion within one construction season. There will be a period of time with only single-lane traffic.

Mr. Schwerm stated that the City Council is required to hold a public hearing. It is scheduled for December 15, 2014. He suggested holding an informational meeting prior to the public hearing to describe the project and answer questions. Staff will schedule an informational meeting early in December.

DISCUSSION OF PROPOSED 2015 OPERATING BUDGET AND TAX LEVY

Presentation by City Manager Terry Schwerm

The staff's recommendation, as discussed with the Council in August, is a 3.5% increase in the tax levy for 2015 from 2014. Other key elements of the proposed levy include: 1) the increase in taxable values of approximately 11% from 2014 to 2015; 2) an estimated drop in the City tax rate of approximately 7.11%; 3) a drop in the HRA tax rate of 6%; and 4) an increase in fiscal disparities of less than 3%. After factoring all of these changes, net property taxes increase by approximately 4%.

Councilmember Wickstrom stated that because business property values have decreased and residential property values have increased, tax statements will reflect another shift of more taxes paid from residential property. Mr. Schwerm stated that information is incorporated into the numbers shown in the City Council's report.

Councilmember Johnson asked for clarification of the change in MSA funding. Mr. Schwerm explained that previously the City used a ratio of 20% maintenance and 80% road construction from MSA road funding. MSA has now ruled that 25% must be used for maintenance. Mr. Maloney explained that the percentage used for maintenance or construction is now mandated.

Mr. Schwerm explained that the changes in the budget show \$110,000 in additional revenue. General Fund expenditures show a savings of the Parks and Recreation Director salary and benefits of \$28,000. Money for additional finance accounting assistance has been taken out. A 2% cost of living increase and planned step increases are recommended. The two big expense areas are the police and fire contracts. The cost of living for police is 3% plus new equipment that is being purchased. The fire contract is increased to fully implement the duty crew in July. Cost of a fully implemented duty crew will be seen in both 2015 and 2016. The General Fund change is an increase of approximately \$334,000. With the deduction of \$110,000 in revenue increases, the total change to the General Fund is an increase of approximately 2.26%. The 3.5% levy increase also includes the changes to capital funds--the General Fixed Asset Revolving Fund, the street renewal levy, EDA levy and debt service. The increase from those funds is approximately \$125,000, which raises the total levy increase to 3.52%.

Since adoption of the preliminary levy, it was anticipated that health insurance would increase by 11%. However, health insurance only increased by approximately 2%. Dental insurance did not increase. This means that City staff's recommended insurance contribution has changed from an increase of \$80 a month to \$20 a month. The insurance savings in the General Fund is approximately \$33,000 plus some other employee changes results in a total savings of approximately \$46,000. Staff has prepared three options for the Council to consider regarding these unexpected savings:

1. Restore the reduced capital levies totaling \$35,000 to the Street Renewal Fund and the Fixed Asset Revolving Fund. Then there would be a savings of \$10,000 to the levy, which would reduce the increase to 3.42%.
2. The 2% COLA is fairly standard. One thing that could be done is increase COLA to 2.5% mid-year, which would cost approximately \$8,000. That would not change the current recommended tax levy.
3. Reduce the tax levy by \$46,000, which would reduce the increase to 3.08%.

Councilmember Quigley stated that Option No. 2 resonates with him because the City operates under a high bar of performance.

Mayor Martin clarified that Option No. 2 also allows replacement of the capital funds specified in Option No. 1.

Councilmember Wickstrom stated that Option No. 3 sounds good, but if the money has to be replaced in the future, that is not a good choice. She would support Option No. 2. Although it is not a lot of money, it does symbolize appreciation for staff and the kind of work they do.

Councilmember Johnson stated that she also would praise staff. However she leans toward favoring Option No. 3 because of the perception and what it says to residents.

Mayor Martin agreed but noted the savings is approximately \$4.00 a year per resident. The capital funds will have to be replaced. She referred Councilmembers to the booklet on benchmarks, which shows how well Shoreview operates in comparison to other cities.

Councilmember Wickstrom added that postponing replacement of capital funds does not amount to a savings for residents.

Finance Director Espe reviewed tax increase for various home values in the City.

Mayor Martin suggested that it would be unlikely that a home value would increase 25% without significant improvements. Mr. Espe stated that in Shoreview, 25% of homes increased in value by 10% to 15%; 18% of homes increased by 15% to 20%; and 10% of homes increased by more than 20%. He referred the Council to a list of various home values and the taxes for each. City taxes range from a decrease of \$19 to an increase of \$266.70. Mr. Schwerm added that the City portion of the total tax bill is approximately 23%.

Mayor Martin stated that it is hard to understand that taxes are going down for the highest valued homes. Mr. Espe agreed but stated it is because the tax rate went down and explained that the reason is because of how property values change in relation to other property values in the City. Mr. Schwerm noted that it is unknown that the change in value is with higher or lower priced homes.

Councilmember Johnson stated that the relationship of one property tax value to others in the City as a reason for tax increases will be very difficult to explain to residents. Mr. Schwerm stated that this information will be explained in the budget summary booklet that is available at the budget hearing and posted on the website.

Councilmember Quigley asked for clarification on the meaning of fund equity. Mr. Espe explained that it is the accumulation of revenues and expenses. When revenues exceed expenditures in a given year, there is an addition or carry over to fund equity. Mr. Schwerm stated that fund equity represents the fund balance and funds that are invested. It is different with enterprise funds that use standard accounting and show depreciation. Mr. Espe added that fund equity of the General Fund is very important because the City does not receive its tax revenue until June or July. There must be a sufficient balance to operate for six months.

Councilmember Johnson noted that there are reductions in expenses in the Economic Development Authority (EDA), and she commended the work being done by staff.

Benchmarks

Mr. Schwerm noted that Shoreview continues to rank in the lower 25% of city taxes on a median valued home. The Shoreview median value used is \$224,000. City taxes on a \$224,000 home in Brooklyn Center would be \$1538; in Maplewood, city taxes would be \$1048. Shoreview is at \$779, 19% below the average of \$963 in city taxes on a \$224,000 home.

Mayor Martin noted that Shoreview receives no Local Government Aid (LGA), which is provided to many cities.

Councilmember Wickstrom added that cities that receive LGA still have higher taxes than Shoreview.

Mr. Schwerm reported that according to state auditor data, Shoreview expenditures per capita is 26% below the average of other cities, even though Shoreview spends almost double what other cities spend on parks and recreation because of the Community Center. It is important to remember that the Community Center and recreation programs are supported by user fees, not taxes. Without these very high recreation expenses, Shoreview's average expenditures would be even lower.

Revenues per capita show that Shoreview is high in charges for services because of user fees--charges for memberships to the Community Center and charges for recreation programs. Also, the street light utility is a user fee. Even with these fees, Shoreview ranks almost 17% below the average in property taxes for this type of spending.

Shoreview is almost 90% below the average for special assessments because of the City's assessment policy. The tax levy is a little higher because tax dollars are being put away to replace assets. The average special assessment among cities is \$52; Shoreview is at \$7.00.

Mayor Martin stated that Shoreview residents are getting a good deal long-term with savings from assessments. This is a benefit that is not touted enough.

Mr. Espe noted that Shoreview is 57% below average on the expenditure of debt payments. That was a criticism at the tax hearing last year. Mr. Schwerm stated that other cities average \$160 per capita on debt; Shoreview is at less than \$70.

Councilmember Johnson added that there are many items in the Benchmark Booklet that are very favorable to Shoreview and could be told in many venues, including social media.

Mayor Martin stated Option No. 2 will be used to present the budget at the truth in taxation hearing on December 1, 2014. Final adoption of the budget will be December 15, 2014.

OTHER ISSUES

Applications for Planning Commission

Mayor Martin stated that the Council will interview the four candidates that have applied. It was the consensus of the Council to interview candidates beginning at 6:00 p.m. immediately prior to the Council workshop on December 8, 2014.

Photo Contest

Councilmember Quigley stated that he preferred the photos be of residents because of the quality of life issues theme, which is tied to resident issues. He has no objection to opening entries to businesses and employees in Shoreview.

Councilmember Johnson asked how the award figures were arrived at. Ms. Olson responded that what is presented is what other cities have done. Mr. Schwerm stated that two contests are being considered--one for winter/spring and one for summer/fall. The award would be substantial enough to attract good photographs. Councilmember Johnson noted that once an award is set high, it is not possible to reduce it in the future.

Councilmember Wickstrom stated that the agreement to participate in the contest and submit photos indicates they would be retained as City property, but there is no reference to publication except in the introduction. Publication should also be included in the rules of the contest.

Mayor Martin suggested promoting the Photo Contest at the upcoming Volunteer Dinner.

Pedestrian Crossing on Lexington to Turtle Lake School

Councilmember Wickstrom requested a full discussion by the Council at a workshop regarding safe crossing for children on Lexington Avenue to get to Turtle Lake School. Mr. Maloney noted that Lexington is a county highway, and it would be best to have someone from the county at that workshop. One of the problems is the meaning of language on the signs, “when children are present” that is interpreted differently.

Mayor Martin asked what response could be expected from the county. Mr. Maloney estimated that without other political pressure, the county would suggest the City build an overpass or underpass at City expense. Mr. Schwerm stated that the only thing that would increase safety would be an overpass, underpass or traffic signal. To put in a new traffic signal would cost in the range of \$300,000. He does not believe that flashing lights or different signage will make a difference in safety. The worst crossing times are morning and afternoon peaks. At other times there are breaks in traffic.

Mayor Martin shared Councilmember Wickstrom’s concern but noted that on Highways 61 and 96 where teenagers were crossing to get to the high school campus, a signal was not installed to prevent crossing at that dangerous intersection. Instead, a fence was put in to prevent pedestrian crossing. Not every situation can be made safe. Good judgment is needed and parents need to raise their children to have good judgment. She is not convinced there is an option for the City to solve this problem. Mr. Maloney stated that the county would like to see crosswalks on Lexington taken out where there are no traffic signals. He noted the signal at Chippewa Middle School was not put in until Highway 49 was improved.

Staff will further discuss this issue with County officials to see what further information could be presented to the Council for consideration.

North Suburban Communications Commission (NSCC Meeting)

Councilmember Wickstrom stated that CenturyLink is looking at offering a cable franchise and plans to meet with NSCC in December. If the City drops out of NSCC, a separate conversation is needed with Shoreview and CenturyLink.

At the NSCC December 4th workshop meeting, a new survey will be discussed. There will also be discussion about changes needed in the Joint Powers Agreement. There was a long discussion on the budget and equipment needed. Equipment is to be paid for by PEG fees, but it was left in the NSCC budget. There will be additional consultant work regarding the franchise agreement.

Northeast Youth and Family Services

Councilmember Johnson stated that NYFS is looking for applicants for Service to Youth Awards. The deadline for application is December 12, 2014.

The meeting adjourned at 9:06 p.m.

**CITY OF SHOREVIEW
MINUTES
REGULAR CITY COUNCIL MEETING
November 17, 2014**

CALL TO ORDER

Mayor Martin called the regular meeting of the Shoreview City Council to order at 7:00 p.m. on November 17, 2014.

PLEDGE OF ALLEGIANCE

The meeting opened with the Pledge of Allegiance.

ROLL CALL

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

Councilmember Johnson was absent.

APPROVAL OF AGENDA

MOTION: by Councilmember Wickstrom, seconded by Councilmember Quigley to approve the November 17, 2014 agenda as submitted.

VOTE: Ayes - 4 Nays - 0

PROCLAMATIONS AND RECOGNITIONS

Mayor Martin welcomed members of Boy Scout Troop 9626.

CITIZEN COMMENTS

There were none.

COUNCIL COMMENTS

Councilmember Wickstrom:

The Northern Lights Variety Band Holiday Concert will be held Saturday, December 13, 2014. Carriage rides from the parking lot to Benson Great Hall will be available. Tickets purchased at City Hall ahead of time are at a discount. The concert begins at 7:00 p.m.

Councilmember Withhart:

With legislative help, the City has been able to receive funding from MnDOT for the expansion of the portion of I-694 through Shoreview. On Thursday, December 4, MnDOT will hold an

informational meeting on the project at City Hall from 4:30 to 6:30 p.m. Anyone interested is welcome to attend. Construction is planned for 2016.

The Shoreview Community Foundation will host an Evening with Friends Dinner on Thursday, December 4, 2014, at the Community Center at 5:30 p.m. A complimentary meal will be served with music from the Classical Sounds Trio. An original play will be performed by the Lakeshore Players called *A Stroll through Shoreview's Colorful History*. It is a fundraiser so donations are requested. All are welcome to attend.

Councilmember Quigley:

The Volunteer Recognition Dinner last week was very successful. He would encourage anyone who has interest in serving on a City committee or commission to get involved.

Mayor Martin:

On Thursday, November 20, the outdoor Lighting Ceremony will be held at the Community Center. Turtle Lake School's choir is coming to sing carols. Refreshments will be served inside.

The Citizen of the Year was announced at the Volunteer Recognition Dinner. George Robinson, who has been very involved in Gallery 96, received the award this year.

CONSENT AGENDA

Mayor Martin noted that revised November 3, 2014 City Council Meeting Minutes were distributed with a few small corrections.

MOTION: by Councilmember Wickstrom, seconded by Councilmember Quigley to adopt the Consent Agenda for November 17, 2014, and all relevant resolutions for item No. 1, and items No. 3-10:

1. November 3, 2014 City Council Meeting Minutes, as corrected
3. Receipt of Committee/Commission Minutes:
 - Public Safety Committee, September 18, 2014
 - Planning Commission, October 28, 2014
4. Monthly Reports:
 - Administration
 - Community Development
 - Finance
 - Public Works
 - Park and Recreation
5. Verified Claims in the Amount of \$1,017,101.86
6. Purchases
7. License Applications
8. Approve Plans and Specifications and Order Taking of Bids for Sanitary Sewer Improvements--Highway 96 Lift Station, CP 14-07
9. Developer Escrow Reduction

10. Adoption of Administrative Penalties for Tobacco Violations--Cameron Dahl, Exxon of Shoreview and Shoreview BP

VOTE: Ayes - 4 Nays - 0

MOTION: by Councilmember Withhart, seconded by Councilmember Wickstrom to approve item No. 2, November 10, 2014 City Council Canvass Minutes.

VOTE: Ayes - 3 Nays – 0 Abstain – 1 (Withhart)

PUBLIC HEARING

PRELIMINARY PLAT--5515 TURTLE LAKE ROAD, TOM AND BARB NOVOTNY

Presentation by City Planner Kathleen Castle

The City Council is holding this public hearing due to an error in the publication notice for the Planning Commission.

The application is to subdivide property at 5515 Turtle Lake Road to create two new lots for development of detached single family homes and to enlarge the existing lot at 5525 Turtle Lake Road with a boundary line adjustment. The property consists of 6.22 acres with a lot width on Turtle Lake Road of 440 feet. It is developed with a single family home. There is wetland on the north and west side of the property. Surrounding land uses are residential and public to the south in North Oaks. No variances are needed for the development of Lots 1 and 2.

The property is zoned R1, Detached Residential District. It is required that municipal water and sewer be provided to the two new lots. Connections for both lots are stubbed at the front lot line. Drainage and utility easements are required along lot lines and over wetlands and wetland buffer areas. The new parcels must front on a public street.

The property is in Policy Development Area (PDA) 4 identified in the Comprehensive Plan as Turtle Lake Road Neighborhood. PDA 4 consists of approximately 30 acres and is guided for future development that is integrated, not developed piecemeal.

The plat creates four single family lots. Lots 1 and 2 will be new lots. All lots conform to City requirements for the R-1 District with sufficient buildable area. Lot 3 will be joined to the property at 5525 Turtle Lake Road to create a larger parcel. Lot 4 is developed with the property owner's home. The lots exceed lot requirements for the R-1 District. The applicants have demonstrated how this subdivision will not impede cohesive future development in the area.

Storm water and impacts to trees will be evaluated at the time of building permit applications. The historic drainage pattern will remain. Any removal of landmark trees will require replacement at a ratio of 2 to 1. The Rice Creek Watershed District is currently reviewing the wetland delineations. A 16.5 wetland buffer is required by City Code. No wetland impacts are expected with development.

Property owners within 350 feet were notified of the proposal. No written responses were received. Two telephone calls were received. One expressed concern about the potential for storm water issues with the future subdivision of Lot 4. The Planning Commission reviewed the application and voted 6 to 0 to recommend approval.

Councilmember Wickstrom stated that the proposed new home furthest east will be located on a curve. She requested a condition for that driveway be located as far west as possible so as not to be on a curve. Also, it would be good to have a turn-around area and not have to back onto Turtle Lake Road. Ms. Castle responded that City Code does not have a requirement regarding driveways on a curve, but that does make sense to consider.

City Attorney Kelly stated that proper notice was published and sent to surrounding homeowners.

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

MOTION: by Councilmember Quigley, seconded by Councilmember Wickstrom to close the public hearing at 7:20 p.m.

VOTE: Ayes - 4 Nays - 0

Mr. Bob Moser, Developer, stated that he is receptive to locating the driveway of Lot 1 as far west as possible. Due to the width of the lot, he is not sure a turn-around will be possible.

MOTION: by Councilmember Wickstrom, seconded by Councilmember Quigley to approve the preliminary plat application submitted by Moser Homes, Inc. to subdivide the property at 5515 Turtle Lake Road, subject to the following six conditions and an additional condition to place the driveway of Lot 1 as far west as possible, and subject to the two findings in the motion:

1. The approval permits the development of a detached residential subdivision providing 4 parcels, two lots with existing detached residences and two lots for single family residential development.
2. A public use dedication fee shall be submitted as required by ordinance prior to release of the final plat by the City. Credit shall be given for the two existing dwellings.
3. The final plat shall include drainage and utility easements along the property lines and wetland areas, including a 16.5 foot wetland buffer. Drainage and utility easements along the front and rear lot lines shall be 10 feet wide and along the side lot lines these easements shall be 5 feet wide, and as otherwise required by the Public Works Director.
4. Tree Preservation and Replanting plan shall be submitted with each building permit application for Lots 1 and 2. Replacement trees shall be planted in accordance with the City's Woodlands and Vegetation Ordinance.
5. Grading, Drainage and Erosion Control shall be submitted with each building permit application for Lots 1 and 2.

6. 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.

This approval is based on the following findings:

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

ROLL CALL: Ayes: Quigley, Wickstrom, Withhart, Martin

 Nays: None

GENERAL BUSINESS

APPEAL OF PLANNING COMMISSION ACTION VARIANCE--1648 LOIS DRIVE, MIKE MORSE

Presentation by City Planner Kathleen Castle

Mr. Morse is appealing the Planning Commission's denial of a variance to reduce the required 5-foot side yard setback to 2.3 feet for a detached garage and concrete slab. The original garage from 1965 has been taken down. The City's Development Code sets the maximum accessory structure area allowed as 750 square feet or 75% of the dwelling unit foundation area in Detached Residential, R-1 Districts. Minimum setback requirements are 5 feet from a side lot line and 10 feet from a rear lot line. The maximum height permitted is 15 feet, or the height of the home.

Lawful nonconforming structures may not be rebuilt if the nonconformity is discontinued for more than one year. Any expansion of a lawful nonconforming structure must comply with current code. Any new structure must comply with current code. City records show that a building permit for the original garage on this property was approved with dimensions of 18 feet by 20 feet and a 6-foot setback from the side property line. Since the original garage has been removed, its exact location cannot be verified. The proposed new structure and slab is an expansion and must comply with Code requirements. The proposed detached garage is 22 feet by 26 feet, or 572 square feet. The existing concrete slab was put in without a building permit. The proposal also shows the concrete slab continuing behind the proposed new garage. The proposed garage size, height and setback from the rear yard are all in compliance. The variance needed is for a 2.3 foot setback from the side yard.

The Planning Commission considered the application at its October 28, 2014 meeting. Public testimony was heard. The discussion focused on the location of the original garage, drainage easement, existing slab location and proposed garage location and use of the slab. The Planning Commission denied the variance request on a 4 to 2 vote based on the determination that practical difficulty is not present.

The applicant is appealing the Planning Commission decision and states that practical difficulty does exist due to the location of the drainage ditch on the property, placement of the original garage, and the proposed garage utilizes the existing driveway.

Staff has reviewed the proposal. According to the Building Code, a portion of the structure that encroaches within 5 feet of the side property line must consist of one-hour fire rated construction. The concrete slab must also be in compliance, and a structural analysis will be required.

Staff finds that the application does not meet the criteria for granting a variance. Practical difficulty is not present. Secondly, the property can be used in a reasonable manner without the need for a variance. The drainage ditch and location of the slab do not create unique circumstances. The drainage ditch does not impede location of the garage, and it can be built in compliance with the required 5-foot setback. The existing slab location is a circumstance created by the property owner. Third, the proposed 2.3 foot setback would impact the neighborhood character and adjoining properties. Mitigation of the visual impact is not possible with landscaping. Storm water is a concern, although the applicant has indicated gutters will be installed. However, there is not enough room for maintenance on that side of the garage.

Property owners within 150 feet were notified of the appeal. The comments received include one in support who says that the drainage ditch does impact the placement of the garage. Others who oppose are concerned about the impact to the adjoining property both visually and in regard to storm water management.

Staff's recommendation is to uphold the Planning Commission's decision and deny the appeal. **Mr. Mike Morse**, Applicant, showed pictures of the placement of a gate attached to a fence on the property line. As seen, the gate is not 36 inches. A second photo shows the original garage at 3.3 feet from the property line and not 6 feet as was reported by staff. Mr. Morse stated that if he had bought the house yesterday and applied to build a garage, the process would have been easy. He believes he is being held to a different standard.

Planning Commissioner Ferrington stated that the variance was denied on a vote of 4 to 2. One reason is the inability to determine the location of the original garage. The 2 foot setback is too minimal and would impact the adjacent property. The Commission believes the circumstances have been created by the property owner. Two Commissioners supported the variance. One believes the decrease in size of the garage is sufficient. The other Commissioner believes the drainage ditch does impact the placement of the garage.

Mayor Martin opened the discussion to public comment. There were none.

Mayor Martin stated that an essential point is nonconforming uses that are legal and illegal. She requested the City Attorney to explain this issue to clear any confusion.

City Attorney Kelly stated that Minnesota Statute 462.357 (1) (e) addresses nonconforming uses and zoning ordinances. A nonconforming use is one that when it was constructed was legal under code. An example would be a zoning change from multi-family to single family, which

would mean a duplex that was legal would become nonconforming. A homeowner has the right to a continued legal nonconforming use with repairs, replacement or improvement, but the structure cannot be expanded. There are two ways that right is lost. One is if the nonconforming use is discontinued for more than one year. The second is if more than 50% of the structure is destroyed by fire or peril. Then it must be built within 180 days to continue the nonconforming use.

An illegal use is a structure that was not legal when it was built. Then there is no right for that continued illegal use. In 2012, the Minnesota Supreme Court reaffirmed in the City of North Oaks that an illegal use that has lasted over a long period of time does not allow the right to continue that use.

Councilmember Withhart stated that Mr. Morse is not being held to a different standard. He is being held to the same standard as all residents. This issue has caused great consternation in the neighborhood with illegal building. He supports the Planning Commission decision.

Mayor Martin stated that this is a new application and the issues of previous location or the location of the gate are not relevant. As a new application, it must rest on its own merits and whether or not less than a 5-foot setback meets the criteria for a variance. Mayor Martin stated that she does not believe those criteria are met.

Councilmember Quigley stated that the issue of granting a variance is confusing because of so many previous actions in the past with regard to this request for a garage. The market determined a price, the mitigation factor, for the presence of the ditch. He does not find any mitigating factors to grant a variance and agrees with the Planning Commission decision.

Mr. Morse stated that he has submitted numerous code violations that have not been addressed, as was done by his neighbor. The reason his house is in its location is because of the ditch.

Councilmember Wickstrom stated that it is difficult to look at this as a fresh application because so much has been done to the property. The slab was put in by the applicant without a permit. She is also concerned about the slab left in back of the garage that would become a dumping ground with no screening. The slab would not have been permitted, and she cannot support it.

Mayor Martin asked if there was any discussion about an expanded garage but keeping the 5-foot side setback. Ms. Castle stated that was not discussed at the last Planning Commission meeting.

MOTION: by Councilmember Withhart, seconded by Councilmember Quigley to uphold the Planning Commission's decision denying a variance to reduce the side setback from the minimum 5 feet required to 2.3 feet for a detached garage and parking area located at 1648 Lois Drive, based on the following findings of fact:

1. The request does not comply with the spirit and intent of the City's Development Code and Comprehensive Plan. The intent of the minimum 5-foot setback is to retain open space between properties and provide enough area for the structure's maintenance. The 2.3-foot

- setback proposed results in a loss of separation and open space between the Morse property and the adjacent property, and is insufficient to maintain the structure.
2. Reasonable Manner. The applicant can use his property in a reasonable manner as permitted by the Development Code. In accordance with the City's regulations, a two-car 576 square foot detached accessory structure can be constructed on the property at the required 5-foot setback.
 3. Unique Circumstances. Unique circumstances are not present. The necessity for the variances is due to the applicant's actions. The existing drainage easement on the east side of the property and location of the driveway are not unique circumstances and do not impede a structure located at the 5-foot side yard setback required from the west side lot line. No obstructions are present that create the need for the requested variance from the side property line. The structure can be set back 5 feet from the side lot line in accordance with the Development Code. The existing concrete slab represents a circumstance that was created by the property owner, and does not warrant approval of the variance request.
 4. Character of the Neighborhood. The proposed setback from the western side lot line does negatively impact the character of the neighborhood and adjoining properties. Visual mitigation is not feasible due to the encroachment on the minimum 5-foot side setback required, and limited space for landscaping, storm water management and building maintenance.

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

APPROVAL OF 2015 CURBSIDE RECYCLING BUDGET, CITY RECYCLING FEE AND AUTHORIZE REQUEST OF SCORE FUNDING

Presentation by Public Works Director Mark Maloney

The City has had a Joint Powers Agreement with Ramsey County to collect recycling fees since 1991. The Agreement includes residential curbside pickup of recyclables and Spring and Fall Cleanup Days. Annually, the City requests SCORE Grant funding that is available through the Joint Powers Agreement, to help defray costs associated with this collection service.

The proposed budget is as follows:

Revenue:	
Charges for Services	\$509,500
SCORE Grant	53,000
Other Local Governments	12,000
 Total Revenue	 \$574,500

The revenue from Cleanup Day needs to be added to this total, which would bring the total to \$592,000. Mr. Maloney pointed out the change that needs to be made to the budget worksheet to include this revenue. The resolution will be changed to reflect the total of \$592,000.

Expenses:

Contract for curbside pickup	\$514,170
Personnel	27,617
All Other Expenses	2,500
 Total Expenses	 \$544,287

The fee is proposed to increase from \$45 per residential unit to \$46 per residential unit. The fees are based on covering costs and keeping a fund equity to cover the first six months of the year until the City receives its tax revenue from the County.

Cleanup Days are done in conjunction with Arden Hills. Since 2011, Cleanup Day participation has averaged two-thirds Shoreview residents and one-third Arden Hills residents.

Mayor Martin asked if consideration has been given to having Cleanup Day once a year instead of both spring and fall, which would be a cost savings. This was discussed briefly. Staff and other Councilmembers felt that although there would be a cost savings, this could again create long waiting lines.

Mr. Maloney noted that there was four times the tonnage for a spring event, but there was not four times the cost because the City is working with a different handler for e-waste.

Councilmember Wickstrom asked if there would be an increase in materials collected with a new contract and whether the Environmental Quality Committee (EQC) has made a proposal. Mr. Maloney responded that there is an interest by the EQC, and he believes that in the next year a new proposal will need to be considered.

Councilmember Wickstrom asked if it would be possible to purchase the containers so they do not have to be switched with contractors. Mr. Maloney stated that has not been discussed, but there would be issues with storage and inventory. Councilmember Wickstrom suggested the EQC discuss the pros and cons of this possibility.

Staff is recommending adoption of the recycling budget, recycling fee and authorization for the request for SCORE funding.

MOTION: by Councilmember Wickstrom, seconded by Councilmember Withhart to adopt resolution No. 14-102 approving the 2015 curbside recycling budget, City recycling fee, and authorizing request of SCORE funding allocation.

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

ADJOURNMENT

MOTION: by Councilmember Withhart, seconded by Councilmember Wickstrom to adjourn the meeting at 8:17 p.m.

VOTE: Ayes - 5 Nays - 0

Mayor Martin declared the meeting adjourned.

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

Terry Schwerm
City Manager

**SHOREVIEW ECONOMIC DEVELOPMENT AUTHORITY
MEETING MINUTES
November 3, 2014**

CALL TO ORDER

President Ben Withhart called the meeting to order on November 3, 2014, at 5:00 p.m.

ROLL CALL

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

Also attending this meeting:

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

APPROVAL OF AGENDA

MOTION: by Quigley, seconded by Johnson, to approve the November 3, 2014 agenda as submitted.

VOTE: **Ayes - 5** **Nays - 0**

APPROVAL OF MINUTES

MOTION: by Quigley, seconded by Denkinger, to approve the October 6, 2014 meeting minutes as submitted.

VOTE: **Ayes - 5** **Nays - 0**

FINANCES AND BUDGET

Monthly Financial Reports/Approval Claims and Purchases

Simonson noted that the monthly financial report for Fund 307 for the home loan program is not available due to some computer systems issues at the loan servicing agency used by the Greater Metropolitan Housing Corporation. A report will be provided at the next board meeting.

Simonson recommend approval of the eight items included for payment. Quigley questioned the expense of item No. 7, E & M Consulting. Simonson explained that it was an advertisement in the Twin Cities North Chamber Guide promoting the community as a great place to live, work and do business.

MOTION: by Quigley, seconded by Myrland, to accept the monthly EDA Financial Reports through September 30, 2014, and approve the payment of claims and purchases as follows:

1.	Green Mill Pizza (EDA Meeting Supplies) (Date Paid: 9/18/14)	\$120.00	Fund 240
2.	Hill, Nicole (reimbursement/EDA Meeting Supplies) (Date Paid: 9/22/14)	\$ 26.83	Fund 240
3.	Barsness, Kirstin (EDA Consulting August 2014) (Date Paid: 9/11/14)	\$1,925.00	Fund 240
4.	Association Maintenance (Mowing - 3339 Victoria) (Date Paid: 9/15/14)	\$ 85.00	Fund 240
5.	Barsness, Kirstin (EDA Consulting September 2014) (Date Paid: 9/29/14)	\$1,356.25	Fund 240
6.	Hill, Nicole (Mileage Reimbursement) (Date Paid: 9/15/14)	\$ 41.2	Fund 240
7.	E & M Consulting (Twin Cities North Chamber) (Date Paid: 8/28/14)	\$658.90	Fund 240
8.	Hamline University (Economic Development Certificate) (Date Paid: 9/18/14)	\$1,325.00	Fund 240

VOTE: **Ayes - 5** **Nays - 0**

GENERAL BUSINESS

SPECIAL TIF AUTHORITY - BRE FUND LOAN GUIDELINES

Simonson stated that staff is recommending review and revision to the guidelines adopted for a previous City loan program, the Advantage Shoreview Business Partnership Loan Program (Advantage Shoreview Program) that was adopted under the special temporary TIF authority granted by the Legislature for a short period of time. He suggested that these guidelines can serve as a starting point for developing appropriate guidelines for the new BRE Fund. It is important that strong guidelines be adopted for the BRE Fund because at this time only Shoreview is being allowed this tool, and needs to be consistent and clear with the language in the bill. Staff is also suggesting that some requirements for job creation be part of the guidelines to qualify for a business loan, similar to the loan programs offered by DEED like the Minnesota Investment Fund.

Simonson reviewed the general guidelines used by the Advantage Shoreview Program, including:

- Loan up to 30% of the total project cost with maximum loan amount of \$500,000
- Interest rate for the term of the loan is 3.0%
- The maximum term for building construction and structural renovations is 15 years; the maximum term for machinery and equipment is 10 years
- Participating businesses must be located in Shoreview

- Businesses leasing space must have written approval from the building owner for a proposed tenant improvement
- Funds may not be used for refinancing existing indebtedness, personal property items, working capital and previously completed projects
- Personal and/or Corporate Guaranty(s) are required. To assist local businesses to meet private financing requirements, the City will not file a lien or mortgage
- Should costs exceed the original loan amount, it is the borrower's responsibility to secure added funding
- Applications are considered on a first-come-first-served basis using the following criteria for review: 1) generation of new sustainable employment opportunities; 2) provision of job retention, where job loss is demonstrable; 3) projects that are part of an overall expansion; 4) projects allowing for diversification and introduction of new products or services; 5) projects that encourage private (re)investment in the community; and 6) projects that accomplish public purposes as determined by the EDA and City Council.

One goal identified by the EDA during a previous discussion is to create a balanced approach in allocating funding resources transferred into the BRE loan program and available TIF resources. It was the consensus of the EDA to not transfer TIF funds to the BRE Fund business loan program until there is a specific project. Funding could then be transferred to the BRE Fund for a specific loan. That would allow maximum flexibility in the use of TIF funds for any number of projects. Once money is transferred into the BRE, it cannot be transferred back out. However TIF funds cannot be used directly for business loans.

Simonson noted that currently available is \$400,000 from TIF District No. 2 and TIF money to be reimbursed by Lakeview Terrace for loan from TIF District No. 1 to assist with the road improvements. The current plan is for the reimbursement payments from the Lakeview Terrace development to be returned to the TIF District No. 1 fund over the next 25 years, but it might be more prudent to close that fund and have the proceeds redirected to the business loan program. This will need to be a policy discuss with the Council and EDA, but also involve Ramsey County. Discussions are ongoing with Ramsey County regarding the expiration date of TIF District No. 1, which could also be a good source of funding for the loan program.

In researching how other cities handle business loans, it was found that only three other cities in the Metro Area offer business loans: Coon Rapids, Brooklyn Park and Woodbury. A summary of the other programs was provided the EDA.

Withhart asked if in the research of other cities, the St. Paul Port Authority was reviewed. Barsness explained that the Port Authority does not give loans but gives more direct assistance. A company that signs a 10-year agreement can get land for \$1.00. Simonson noted that the Port Authority is the lead development agency for the TCAAP property and his understanding is that they will be marketing land a discounted price rather than offering tax increment as assistance to secure development.

Johnson asked if the research was Minnesota based. Barsness responded that the research is Minnesota based, but she did not find business loan programs in other regional centers, i.e., Duluth, St. Cloud, Mankato, or Rochester.

Quigley stated that the City is mostly going to be involved with redevelopment which is more complicated with retrofitting. Simonson agreed and added that many other communities do have land readily available. This BRE business loan tool offers funding in addition to TIF funding that could be a decision maker for businesses to stay in or move to Shoreview. It levels the playing field in competing with communities that have vacant land or building space available.

In reviewing the Shoreview Advantage guidelines, Simonson recommended that interest rates be negotiable and not specified. It is important to identify clear criteria for applications, but providing flexibility will also be important for specific projects that are consistent with our BRE goals.

Withhart asked about the possibility of forgiving some loans. Simonson responded that would be possible but cautioned that a forgiven loan does not replace the principal in this revolving loan fund, which would impact the City's ability to provide future loans. If a loan were to be forgiven, it should be on an individual case basis.

Quigley questioned how specific the guidelines can be defined because it depends on the specific business request. He suggested that at the time of the request, meetings be held to determine guidelines and what constitutes a good deal for the City and business owner. Simonson noted that guidelines are needed to meet the establishing requirements of the legislation granted the City, but also to be able to move quickly on projects with flexibility based on the specific business need.

Myrland stated that bank loan policy guidelines are set up to protect the bank. The proposed guidelines are in line with bank guidelines, such as 70% private financing. Small Business Administration (SBA) loans have a 50-40-10 formula: 50% loan to value from the bank; 40% loan to value from SBA and 10% equity. What is proposed for the BRE Fund is similar. She added that there may be exceptions to bank loan policies. Those exceptions are listed in the guidelines so the lender is not exceeding authority by granting an exception.

Withhart commented that Board Member Myrland will be a great resource as the EDA develops this and similar assistance programs.

Barsness stated that there are options on how the loans can be evaluated and administered. Her recommendation would be for staff to not do this work. She would recommend use of a financial institution that makes loans every day. Parameters are needed to prevent criticism and liability. Language has to be crafted that is clear but flexible. Simonson added that a loan servicing provider could be used as the City does for the home improvement loan program. The Finance Department would still oversee the BRE Fund in support of the EDA, but the loan payments and processing and closing would be done through an outside agency.

After much discussion, the EDA recommended that the following be included in the BRE Fund guidelines:

- 1) 30% contribution to total project cost
- 2) Flexible rate of interest based on project need

- 3) Language that allows deferral of payment; reduction or forgiveness based on longevity in the community after the loan is made
- 4) Use of an outside service to process loan applications and manage loan portfolio
- 5) Minimum loan amount of \$30,000 and maximum loan amount of \$500,000

Staff will draft BRE Fund guidelines for consideration at the next EDA meeting.

BRE TARGETED INVESTMENT STRATEGY

Simonson reported that a targeted investment strategy means linking the adopted BRE Fund goals with resource availability, such as land, buildings and targeted redevelopment areas. The goal is to determine the best fit between redevelopment opportunities and expanding business needs to develop an overall strategic plan and help prioritize projects. A proposed study would provide an assessment of possible commercial and industrial investment opportunities in Shoreview by:

- Creating and maintaining a list of available space in Shoreview including land, buildings for sale/lease and key contacts
- Identifying key areas where investment in new development or redevelopment would be beneficial with a high level of success
- Evaluate sites for best opportunities using the following criteria: location with access points, complexity such as title issues, environmental issues, redevelopment costs, multiple/unmotivated owners
- Functionality of current property conditions, vacancy rates, obsolete buildings, and overall potential based on economic and community impact
- Generating list of current property owners and business in the Target Investment Areas (TIA's)
- Examining Comprehensive Plan and Zoning to see if TIA is properly categorized to respond to market conditions.
- Test marketplace for TIA's with greatest potential through interviews with potential developers
- Draft implementation plan for redevelopment sites

Barsness noted that again the City is on the cutting edge, as it appears in speaking with a number of other communities that this type of linkage study not been done elsewhere.

UPDATES AND REPORTS

BUSINESS DEVELOPMENT

Rainbow Foods Property: Simonson stated that HyVee is still considering a location at this site, but there are concerns that the site may not meet their requirements of access and building size. Potential land acquisition of the adjacent car wash and gas station properties would need to be considered. The site is smaller than what HyVee would prefer. The TCAAP property would not work well for HyVee because the developers of TCAAP do not want to give up a 10-acre site for one retail user as the master plan does not included a large amount of planned retail area.

Withhart asked if Rainbow is in a TIF District. Simonson stated that it is and that the District expires next year. A determination can be made as to whether it would qualify as a new 15-year renewal district.

Simonson stated that there continue to be questions about getting certain types of restaurants in the City. Development of TCAAP may help create more density to attract restaurants. Restaurants locate in more trendy, dense retail areas, such as St. Louis Park, White Bear Lake, Stillwater. Staff is recommending engaging a retail expert to analyze the market and determine what actions the City can take to attract more retail and especially quality sit-down restaurants. The Shoreview Mall would be included in the analysis. An alternative plan would be developed for the Rainbow property if HyVee does not pursue the site.

Johnson stated that retail and how people are getting goods is changing. An analysis of restaurants needs to include this new future. She suggested also meeting with the Minnesota Restaurant Association to find out what would attract restaurants to Shoreview.

Myrland noted that the Montessori school behind Rainbow is very concerned about development of the Rainbow site because part of that site is used for school parking. Simonson said that he regularly communicates with the Oak Hill Montessori on the status of the Rainbow site.

Shoreview Corporate Center: Simonson briefly discussed issues relating to tenants and parking needs at the Shoreview Corporate Center. A potential new user is interested in leasing a large portion of the 4000 Lexington building but needs sufficient parking and has asked to implement permitted parking on Chatsworth Street during normal business days and hours. Simonson also noted that there is a rumor that Land O'Lakes is looking at different sites to create a contiguous corporate campus in order to recruit employees, which would have significant impacts on the Shoreview Corporate Center.

HOUSING

Rondo Land Trust/City/County Joint MHFA Application: This application was not awarded funding by the Minnesota Housing Finance Agency.

3339 Victoria Street: The City has been holding the previous owner's belongings in storage containers and that the agreement is expiring. DART will be holding an auction to sell the items. The auction will formally end the City's involvement with this previous property owner. The City has made numerous attempts to contact the property owner, but has not heard back. He was aware of the arrangement through the executed agreement.

795 Highway 96: The City will close on this property November 5, 2014. The owners will be allowed to be at the property until November 7th. Meetings continue with the Ramsey County Library project team on the plans for the new library. A transfer agreement of the 795 property to the library is being negotiated. This includes a request from the City to be reimbursed for the purchase costs associated with the 795 property as the City originally donated the current site to the library for \$1.00. It is looking encouraging that the County may sell the current building to

the school district. The proposed new library will be on the corner with parking access from the Community Center parking lot.

Hoarding Pilot Initiative/Active Cases: Simonson referred Board members to the report from the City Planner which provides an update on the hoarding cases and pilot program. Board members commended City staff and especially City Planner Kathleen Castle for her work on this difficult issue.

ECONOMIC DEVELOPMENT COMMISSION

Business Matters Newsletter: Board members were referred to the latest issue.

Small Business Workshop: Simonson noted the small business workshop being hosted by the Economic Development Commission will take place at the Community Center on November 6th at 7:30 a.m. Deluxe officials have volunteered to present this workshop on social media and marketing.

Economic Gardening Program: Simonson stated that another recruitment notice has been sent out. Participants from previous years cannot participate again. Businesses that have participated have given very positive feedback, and an alumni program is being considered by Ramsey County.

Business Exchange: The next Business Exchange will be Thursday, December 11th at the Hilton Garden Inn from 5 to 7 p.m.

ADJOURNMENT

MOTION: by Myrland, seconded by Johnson, to adjourn the meeting at 6:31 p.m..

VOTE: Ayes - 5 Nays - 0

**HUMAN RIGHTS COMMISSION
MEETING MINUTES
November 19, 2014**

CALL TO ORDER

Co-Chair Minton called the meeting to order at 7:00 pm with the following members present:

Richard Bokovoy
Elaine Carnahan
Mary Yee Johnson
Bob Minton
Julie B. Williams
Lisa Wedell Ueki

Excused:

Samuel Abdullai
Mark Hodgkinson
Cory Springhorn

Also present was Rebecca Olson, Assistant to the City Manager

APPROVAL OF MINUTES

Commissioner Johnson moved the Minutes of October 22, 2014. Commissioner Wedell Ueki seconded the motion. The motion was adopted unanimously and the minutes were approved.

COMMUNITY DIALOGUE FEEDBACK

The Commission reviewed the Community Dialogue and the feedback they received from the forms. It was pointed out that Mounds View had a big football game that evening that probably competed for attendance with the Dialogue. There was also discussion surrounding how to better publicize the event at the schools to draw more people in. Topics that were brought up included:

- Differing start times such as 4-6 p.m. or over the lunch hour
- Offering CEU's – this can be time consuming because you have to meet certain criteria
- Relevancy of the topic
- Time of year the dialogue takes place – not during leaf season!

STUDENT REPRESENTATIVE VACANCY INTERVIEWS

The Commission discussed the process for interviewing the candidates for the opening on the Human Rights Commission for a student representative that evening. Written questions were included in the packet and would be used as backup.

The commission interviewed the following candidates that evening:

- Sunny Chen, Mounds View High School
- Sabrina Chu, Mounds View High School

Concluding the interviews the Commission discussed the candidates and agreed that they would recommend appointment of both to the City Council. They would like to have the vacancy filled before the meeting in December so the student(s) can participate in the goal setting meeting. Ms. Olson indicated that she would check on this and try and get it on the first meeting agenda in December. She would then communicate with the students.

OTHER

Commissioner Wedell Ueki brought up the topic of having senior resources listed on the City's website similar to what Roseville does. Ms. Olson indicated that it may be possible to link to the County's website for this topic, however the City typically does not link to specific non-profits unless the City financially contributes to them.

Commissioner Minton gave an update on the Immigration project. He stated that to-date 19 reports have been completed. He also indicated that he met someone at the Volunteer dinner that serves on the Bikeways & Trails committee that is willing to translate the interview questions into Chinese. She has also lined up 6 more interviews.

ADJOURNMENT

There being no further business before the Commission, Commissioner Williams moved, seconded by Bokovoy, that the meeting be adjourned at 8:37 pm.

MOTION SHEET

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

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

Date	Description	
11/17/14	Accounts payable	\$508,814.55
11/18/14	Accounts payable	\$14,205.81
11/20/14	Accounts payable	\$160,358.60
11/24/14	Accounts payable	\$26,361.49
12/01/14	Accounts payable	\$40,571.15
	Sub-total Accounts Payable	\$ 750,311.60
11/26/14	Payroll 127472 to 127513 969957 to 970152	\$164,327.55
	Sub-total Payroll	
	TOTAL	\$ 914,639.15

ROLL CALL:	AYES	NAYS
Johnson		
Quigley		
Wickstrom		
Withhart		
Martin		

12/01/14

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
APPLIED MAINTENANCE SUPPLIES	MISC BOLTS	701	46500	2180		001		\$31.16	\$31.16
BEISSWENGERS HARDWARE	SPRINKLER HEAD REPAIR RIDGE CREEK RD	101	42200	2180		001		\$13.35	\$13.35
BEISSWENGERS HARDWARE	PARTS FOR CHLORIDE TANKS	701	46500	2220		001		\$11.90	\$11.90
BEISSWENGERS HARDWARE	MUFFLER FOR TRASH PUMP	701	46500	2220		002		\$4.89	\$4.89
BEISSWENGERS HARDWARE	UNIT S2 CLEANOUT PLUMBING	701	46500	2220		001		\$47.38	\$47.38
CLEAN RESPONSE	INSURANCE CLAIM: FIRE	260	47400	4340				\$37,285.85	\$37,285.85
COMMISSIONER OF REVENUE- WH TA	WITHHOLDING TAX - PAYDATE 11-14-14	101	21720					\$9,065.74	\$9,065.74
COMMUNITY HEALTH CHARITIES - M	EMPLOYEE CONTRIBUTIONS:11-14-14	101	20420					\$134.75	\$134.75
COORDINATED BUSINESS SYSTEMS	MITA LASER PRINTER MAINTENANCE	101	40550	3860		004		\$130.50	\$130.50
CORPORATE CONNECTION	UNIFORMS FOR CREW	101	42200	3970		001		\$76.91	\$307.63
		701	46500	3970		001		\$38.45	
		601	45050	3970		001		\$76.91	
		602	45550	3970		001		\$76.91	
		603	45850	3970		001		\$38.45	
GENESIS EMPLOYEE BENEFITS, INC	VEBA CONTRIBUTIONS:11-14-14	101	20418					\$5,670.00	
GENESIS EMPLOYEE BENEFITS, INC	FLEX - MED/DEPENDENT CARE 11-14-14	101	20431					\$423.70	\$423.70
HEALTH PARTNERS	HEALTH INSURANCE: NOV 2014	101	20410					\$55,760.16	
HEALTH PARTNERS	HEALTH INSURANCE: NOV 2014	101	20411					\$509.88	\$509.88
HOTSY EQUIPMENT CO	WASH BAY SPRAYER PARTS	701	46500	2180		001		\$149.85	\$149.85
HUGO EQUIPMENT COMPANY	FUEL SOLENOID	701	46500	2220		002		\$33.65	\$33.65
HUGO EQUIPMENT COMPANY	TRASH PUMP CARBURETOR PART	701	46500	2220		002		\$3.09	\$3.09
ICMA/VANTAGEPOINT TRANSFER-300	EMPLOYEE CONTRIBUTIONS PAYDATE:11-14-14	101	21750					\$5,364.94	\$5,364.94
ICMA/VANTAGEPOINT TRANSFER-705	ROTH CONTRIBUTIONS:11-14-14	101	20430					\$640.00	\$640.00
JONES, DAVID	SPEAKER FEE FOR APOLLO-SENIOR EVENT	225	43590	3174		003		\$60.00	
KELLY & LEMMONS, P.A.	CLOSING WIRE FOR 795 HWY 96 PURCHASE	401	15600					\$260,477.84	\$260,477.84
LARSON COMPANIES	FUEL AND OIL FILTERS	701	46500	2180		001		\$22.09	\$22.09
LARSON COMPANIES	EQUIP/FILTERS	701	46500	2220		002		\$21.44	\$21.44
MINNESOTA CHILD SUPPORT PAYMEN	PAYDATE:11-14-14	101	20435					\$168.74	\$168.74
MINNESOTA DEPARTMENT OF HEALTH	T PAULNO RENEWAL CLASS D	601	45050	4500		003		\$23.00	\$23.00
MINNESOTA DEPARTMENT OF REVENUE	SALES USE TAX: OCTOBER 2014	220	21810					\$10,688.00	\$13,379.00
		701	46500	2120		003		\$94.00	
		601	21810					\$2,750.00	
		225	43520	2170		002		-\$.16	
		101	40550	2010		001		-\$2.94	
		220	43800	2140				-\$207.61	
		220	43800	2140				-\$23.39	
		220	43800	2140				\$.33	
		220	43800	2590		002		\$46.25	
		220	43800	3610				\$11.87	
		225	43510	2170		008		\$7.92	
		225	43520	2170		002		-\$4.33	
		225	43590	2174		001		\$19.17	
		101	40550	2010		001		-\$.11	
MINNESOTA ENVIRONMENTAL FUND	MN ENVIRONMENTAL EMPL CONTRIB:11-14-14	101	20420					\$35.00	
MINNESOTA METRO NORTH TOURISM	SEPT 2014 HOTEL/MOTEL TAX	101	22079					\$22,284.39	\$21,170.17
		101	38420					-\$1,114.22	
NEOFUNDS BY NEOPOST	POSTAGE/INVOICE 11208152	101	40200	3220				\$3,000.00	\$3,000.00
NORTHSTAR INSPECTION SERVICE I	INSPECTION SERVICES	101	44300	3190				\$585.00	\$585.00
PUBLIC EMPLOYEES RETIREMENT AS	EMPL/EMPLOYER CONTRIBUTIONS:11-14-14	101	21740					\$28,946.39	\$28,946.39
RICOH USA, INC.	LEASE: MPC3003 C84066191 11/23-12/22/14	101	40200	3930		002		\$273.62	\$273.62
RICOH USA, INC.	LEASE 3 CITY HALL COPIERS 11/21-12/20/14	101	40200	3930		002		\$1,947.00	\$1,947.00

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
SHORT ELLIOTT HENDRICKSON, INC	SHORE ANTENNA PROJECTS	601	22015					\$1,561.41	\$1,561.41
ST. PAUL, CITY OF	TEACHER CHECKLIST-CARBON COPY 250	225	43400	3390				\$47.37	\$47.37
ST. PAUL, CITY OF	A THUNBERG BUSINESS CARDS 500	220	43800	3390		001		\$34.00	\$34.00
ST. PAUL, CITY OF	SPRING YOUTH FLYER 2275	225	43400	3390				\$518.01	\$518.01
TDS METROCOM	TELEPHONE SERVICES	101	40200	3210		003		\$1,106.06	\$1,386.06
		101	43710	3210				\$245.75	
		601	45050	3210				\$34.25	
TERMINAL SUPPLY CO	UNIT S1 MARKER LIGHT LENSES	701	46500	2220		001		\$18.80	
TERMINAL SUPPLY CO	UNIT 215 LED LIGHT	701	46500	2220		001		\$127.36	\$127.36
TERMINAL SUPPLY CO	UNIT 215 BATTERY	701	46500	2220		001		\$62.35	\$62.35
TREASURY, DEPARTMENT OF	FEDERAL WITHHOLDING TAX:11-14-14	101	21710					\$21,697.62	\$56,398.34
		101	21730					\$27,996.50	
		101	21735					\$6,704.22	
TYCO INTEGRATED SECURITY LLC	RECURRING CHARGES	101	40210	3190		008		\$94.00	
UNITED WAY - GREATER TWIN CITI	EMPLOYEE CONTRIBUTIONS:11-14-14	101	20420					\$58.00	\$58.00
WIMACTEL INC.	PAYPHONE TELEPHONE	101	40200	3210		001		\$60.00	\$60.00
XCEL ENERGY	BOOSTER STATION: ELECTRIC	601	45050	3610				\$182.87	\$182.87
XCEL ENERGY	SIRENS: ELECTRIC	101	41500	3610				\$60.88	\$60.88
XCEL ENERGY	SURFACE WATER: ELECTRIC	603	45900	3610				\$110.72	\$110.72
XCEL ENERGY	STORM SEWER LIFT STATIONS: ELECTRIC	603	45850	4890		003		\$214.25	\$214.25
XCEL ENERGY	SLICE OF SHOREVIEW: ELECTRIC	270	40250	3610				\$13.88	\$13.88
XCEL ENERGY	TRAFFIC SIGNAL SHARED W/ARDEN HILLS:ELEC	101	42200	3610				\$45.95	\$45.95
XCEL ENERGY	TRAFFIC SIGNAL SHARED W/NORTH OAKS:ELECT	101	42200	3610				\$44.60	\$44.60
XCEL ENERGY	MAINTENANCE CENTER: ELECTRIC/GAS	701	46500	3610				\$1,738.44	\$2,077.99
		701	46500	2140				\$339.55	
Total of all invoices:								\$508,814.55	

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
ALFUTH, APRIL	Election Judge Payment	101	40300	3190				\$133.00	\$133.00
ARDELEANU, IRINEL	Election Judge Payment	101	40300	3190				\$161.50	\$161.50
BARLOW, SUZANNE	Election Judge Payment	101	40300	3190				\$161.50	\$161.50
BIRKELAND, CAROL	Election Judge Payment	101	40300	3190				\$99.75	\$99.75
BISTRAM, ANDREW	Election Judge Payment	101	40300	3190				\$85.50	\$85.50
BLAHOSKY, DEBRA	Election Judge Payment	101	40300	3190				\$80.75	\$80.75
BOHNEN, SARAH	Election Judge Payment	101	40300	3190				\$99.75	\$99.75
BOWYER, JIM	Election Judge Payment	101	40300	3190				\$80.75	\$80.75
BRANDT, JADE	Election Judge Payment	101	40300	3190				\$142.50	\$142.50
BUCHER, LYNNE	Election Judge Payment	101	40300	3190				\$142.50	\$142.50
CARLSON, GAIL	Election Judge Payment	101	40300	3190				\$76.00	\$76.00
CARROLL, ANNE	Election Judge Payment	101	40300	3190				\$80.75	\$80.75
CASEY, KATHLEEN	Election Judge Payment	101	40300	3190				\$80.75	\$80.75
CHRISTENSEN, BONNIE	Election Judge Payment	101	40300	3190				\$87.87	\$87.87
CLARK, MARY	Election Judge Payment	101	40300	3190				\$76.00	\$76.00
CLASEMAN, ANNE	Election Judge Payment	101	40300	3190				\$189.75	\$189.75
CONKLIN, JEAN	Election Judge Payment	101	40300	3190				\$85.50	\$85.50
CONNOLLY, MICHAEL	Election Judge Payment	101	40300	3190				\$198.38	\$198.38
CUMMINGS, DAVE	Election Judge Payment	101	40300	3190				\$184.00	\$184.00
CUMMINGS, SUE	Election Judge Payment	101	40300	3190				\$123.50	\$123.50
DEHN, ANN	Election Judge Payment	101	40300	3190				\$142.50	\$142.50
DEISINGER, SHARON	Election Judge Payment	101	40300	3190				\$80.75	\$80.75
DEJARLAIS, JIM	Election Judge Payment	101	40300	3190				\$66.50	\$66.50
DEJARLAIS, MARY	Election Judge Payment	101	40300	3190				\$61.75	\$61.75
DOLAN, FRAN	Election Judge Payment	101	40300	3190				\$212.75	\$212.75
EDDLESTON, VICKI	Election Judge Payment	101	40300	3190				\$142.50	\$142.50
EISENBARTAH, JEANNE	Election Judge Payment	101	40300	3190				\$137.75	\$137.75
ELGAARD, LEONE	Election Judge Payment	101	40300	3190				\$142.50	\$142.50
ELLIOTT, LUCY	Election Judge Payment	101	40300	3190				\$99.75	\$99.75
ERICKSON, LYNNE	Election Judge Payment	101	40300	3190				\$156.75	\$156.75
FAGERBERG, SANDRA	Election Judge Payment	101	40300	3190				\$80.75	\$80.75
FISCHER, MARK	Election Judge Payment	101	40300	3190				\$189.75	\$189.75
FULLER, SUSAN	Election Judge Payment	101	40300	3190				\$68.87	\$68.87
GARIANO, CAROL	Election Judge Payment	101	40300	3190				\$85.50	\$85.50
GARVEY, DONALD	Election Judge Payment	101	40300	3190				\$95.00	\$95.00
GASCHOTT, LAURIE	Election Judge Payment	101	40300	3190				\$78.37	\$78.37
GENAW, JILL	Election Judge Payment	101	40300	3190				\$168.62	\$168.62
GLANDER, DONALD	Election Judge Payment	101	40300	3190				\$80.75	\$80.75
GLANDER, JOAN	Election Judge Payment	101	40300	3190				\$99.75	\$99.75
GUNTER, BOB	Election Judge Payment	101	40300	3190				\$142.50	\$142.50
HAMERNICK, JAY	Election Judge Payment	101	40300	3190				\$161.50	\$161.50
HANSEN, NANCY	Election Judge Payment	101	40300	3190				\$66.50	\$66.50
HANSON, SILVIA	Election Judge Payment	101	40300	3190				\$166.25	\$166.25
HARAM, SUSAN	Election Judge Payment	101	40300	3190				\$142.50	\$142.50
HOFFMAN, AUDREY	Election Judge Payment	101	40300	3190				\$161.50	\$161.50
HOFFMAN, DAVID	Election Judge Payment	101	40300	3190				\$85.50	\$85.50
HOKKALA, GENE	Election Judge Payment	101	40300	3190				\$166.25	\$166.25
HOKKALA, MARILYN	Election Judge Payment	101	40300	3190				\$168.62	\$168.62
HOLM, LOIS	Election Judge Payment	101	40300	3190				\$92.62	\$92.62
HOLMGREN, LYNN	Election Judge Payment	101	40300	3190				\$85.50	\$85.50
HOUSE, DAN	Election Judge Payment	101	40300	3190				\$76.00	\$76.00

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
HUEBSCH, CATHERINE	Election Judge Payment	101	40300	3190				\$85.50	\$85.50
HULTGREN, JODI	Election Judge Payment	101	40300	3190				\$142.50	\$142.50
IVERSON, JOYCE	Election Judge Payment	101	40300	3190				\$137.75	\$137.75
IVERSON, KATHY	Election Judge Payment	101	40300	3190				\$78.37	\$78.37
JACOBS, JERRY	Election Judge Payment	101	40300	3190				\$66.50	\$66.50
JOHNSON, JUDY	Election Judge Payment	101	40300	3190				\$99.75	\$99.75
JOLLIE, KAREN	Election Judge Payment	101	40300	3190				\$80.75	\$80.75
JONASON, AMANDA	Election Judge Payment	101	40300	3190				\$163.87	\$163.87
JUREK, DON	Election Judge Payment	101	40300	3190				\$66.50	\$66.50
KARL, EILEEN	Election Judge Payment	101	40300	3190				\$85.50	\$85.50
KASCHT, ROMELDA	Election Judge Payment	101	40300	3190				\$137.75	\$137.75
KLUG, KATHY	Election Judge Payment	101	40300	3190				\$80.75	\$80.75
KREBSBACH, JACCI	Election Judge Payment	101	40300	3190				\$90.25	\$90.25
LABERGE, CINDY	Election Judge Payment	101	40300	3190				\$66.50	\$66.50
LARSEN, BARBARA	Election Judge Payment	101	40300	3190				\$144.87	\$144.87
LARSEN, JEFF	Election Judge Payment	101	40300	3190				\$80.75	\$80.75
LARSON, ROSE	Election Judge Payment	101	40300	3190				\$137.75	\$137.75
LYSIAK, GARRETT	Election Judge Payment	101	40300	3190				\$161.50	\$161.50
MADISON, DOUGLAS	Election Judge Payment	101	40300	3190				\$99.75	\$99.75
MARCHETTI, ROLEEN	Election Judge Payment	101	40300	3190				\$142.50	\$142.50
MARTIN, PHYLLIS	Election Judge Payment	101	40300	3190				\$152.00	\$152.00
MASLANSKY-TAKAHASHI, ANN	Election Judge Payment	101	40300	3190				\$140.12	\$140.12
MASSINGALE, SHELLY	Election Judge Payment	101	40300	3190				\$333.50	\$333.50
MASSINGALE, TERRY	Election Judge Payment	101	40300	3190				\$156.75	\$156.75
MCCARTHY, KATHY	Election Judge Payment	101	40300	3190				\$66.50	\$66.50
MCDONALD, BOB	Election Judge Payment	101	40300	3190				\$61.75	\$61.75
MILLIGAN, KATHLEEN	Election Judge Payment	101	40300	3190				\$142.50	\$142.50
MOECKEL, ROSE	Election Judge Payment	101	40300	3190				\$178.25	\$178.25
MOORE, LYNN	Election Judge Payment	101	40300	3190				\$80.75	\$80.75
MULHOLLAND, JAMES	Election Judge Payment	101	40300	3190				\$178.25	\$178.25
NAPIERALA, JEFF	Election Judge Payment	101	40300	3190				\$80.75	\$80.75
NELSON, DAVE	Election Judge Payment	101	40300	3190				\$66.50	\$66.50
O'NEILL, MARY	Election Judge Payment	101	40300	3190				\$137.75	\$137.75
ORLOWSKI, ALEX	Election Judge Payment	101	40300	3190				\$80.75	\$80.75
OTTO, SHEILA	Election Judge Payment	101	40300	3190				\$80.75	\$80.75
PEDERSON, LINDA	Election Judge Payment	101	40300	3190				\$57.00	\$57.00
PETERSON, KENT	Election Judge Payment	101	40300	3190				\$99.75	\$99.75
PFEIFFER, JUNE	Election Judge Payment	101	40300	3190				\$142.50	\$142.50
PHILLIPS, CONNIE	Election Judge Payment	101	40300	3190				\$92.62	\$92.62
QUEENSLAND, JANE	Election Judge Payment	101	40300	3190				\$163.87	\$163.87
QUICK, ROBERT	Election Judge Payment	101	40300	3190				\$161.50	\$161.50
REIGSTAD, BARBARA	Election Judge Payment	101	40300	3190				\$87.87	\$87.87
REIGSTAD, BART	Election Judge Payment	101	40300	3190				\$99.75	\$99.75
RENGSTORF, SUSAN	Election Judge Payment	101	40300	3190				\$85.50	\$85.50
REYNEN, TOM	Election Judge Payment	101	40300	3190				\$142.50	\$142.50
ROY, THOMAS	Election Judge Payment	101	40300	3190				\$80.75	\$80.75
SCHAAR, CAROLYN	Election Judge Payment	101	40300	3190				\$92.62	\$92.62
SCHNEIDER, JEANETTE	Election Judge Payment	101	40300	3190				\$166.25	\$166.25
SCHWARTZ, JIM	Election Judge Payment	101	40300	3190				\$61.75	\$61.75
SELTZ, MURT	Election Judge Payment	101	40300	3190				\$61.75	\$61.75
SETLEY, DOUGLAS	Election Judge Payment	101	40300	3190				\$189.75	\$189.75

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
SHEPHARD, NANCY	Election Judge Payment	101	40300	3190				\$80.75	\$80.75
SIMMER, WANDA	Election Judge Payment	101	40300	3190				\$161.50	\$161.50
SINA, CANDICE	Election Judge Payment	101	40300	3190				\$99.75	\$99.75
SINA, DAVID	Election Judge Payment	101	40300	3190				\$99.75	\$99.75
STECHMANN, KATHLEEN	Election Judge Payment	101	40300	3190				\$85.50	\$85.50
STIEHL, GLORIA	Election Judge Payment	101	40300	3190				\$161.50	\$161.50
STOTTLEMYER, JEAN	Election Judge Payment	101	40300	3190				\$189.75	\$189.75
STREETER, PAUL	Election Judge Payment	101	40300	3190				\$61.75	\$61.75
SULLIVAN, MARSHA	Election Judge Payment	101	40300	3190				\$104.50	\$104.50
TEERLINCK, JUDITH	Election Judge Payment	101	40300	3190				\$161.50	\$161.50
TUCKER, LORRAINE	Election Judge Payment	101	40300	3190				\$99.75	\$99.75
WENNER, GERALD	Election Judge Payment	101	40300	3190				\$201.25	\$201.25
WHEREATT, GAIL	Election Judge Payment	101	40300	3190				\$142.50	\$142.50
WILD, SCOTTY	Election Judge Payment	101	40300	3190				\$76.00	\$76.00
WRIGHT, LYLE	Election Judge Payment	101	40300	3190				\$161.50	\$161.50
WYCKOFF, PETER	Election Judge Payment	101	40300	3190				\$76.00	\$76.00
YATES, DONNA	Election Judge Payment	101	40300	3190				\$99.75	\$99.75
ZANDSTRA, PAULA	Election Judge Payment	101	40300	3190				\$95.00	\$95.00
ZISKOVSKY, JOE	Election Judge Payment	101	40300	3190				\$99.75	\$99.75

Total of all invoices: \$14,205.81

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
A TO Z PARTY SUPPLIES.COM	NEW YEARS EVE PARTY-BALLOONS	225	43580	2172		002		\$226.81	\$226.81
AARP C/O RICHARD KEY	AARP 4HR SMART DRIVER CLASS (11/18)	225	43590	3174		003		\$640.00	\$640.00
ALLEN, DEANNE	MINUTES - 10/28/14 PC	101	44100	3190				\$150.00	\$150.00
AMSAN BRISSMAN KENNEDY	DISINFECTANT/HAND SANITIZER	220	43800	2110				\$180.15	\$180.15
AMSAN BRISSMAN KENNEDY	BABY CHANGING TABLE	220	43800	2240		001		\$256.95	\$256.95
AMSAN BRISSMAN KENNEDY	BATTERY CHARGER/BATTERY/LABOR	220	43800	3890				\$1,147.00	\$1,147.00
AMSAN BRISSMAN KENNEDY	BATH TISSUE/CAN LINER/FOAM SOAP	220	43800	2110				\$340.25	\$340.25
AMSAN BRISSMAN KENNEDY	FOAM SOAP/FLOOR CLEANER/KLEENEX/CAN LINE	220	43800	2110				\$493.56	\$493.56
AMSAN BRISSMAN KENNEDY	30IN DOUBLE FOAM SQUEEGEE	220	43800	2110				\$118.75	\$118.75
AQUATIC RECREATION COMPANY INC	NEW HAND WHEELS FOR RAINDROP	220	43800	2200		004		\$874.00	\$874.00
ATHLETIC OUTFITTERS	PARK/RECREATION JACKET EMBROIDERY	101	43710	3970				\$87.20	\$87.20
AUTOMOTIVE REFLECTIONS	INSURANCE CLAIM: UNIT 607-13	260	47400	4340				\$2,429.00	\$2,429.00
AUTOMOTIVE REFLECTIONS	INSURANCE CLAIM: UNIT 206-13	260	47400	4340				\$265.20	\$265.20
BEISSWENGERS HARDWARE	SUPPLIES FOR BOOSTER	601	45050	2280		001		\$27.93	\$27.93
BEISSWENGERS HARDWARE	REPAIR SUPPLIES CC	220	43800	2240		001		\$16.76	\$16.76
BEISSWENGERS HARDWARE	REPAIR SUPPLIES CC	220	43800	2240		001		\$32.75	\$32.75
BEVERS, TONIA	FACILITY REFUND	220	22040					\$25.00	\$25.00
BLACK, SHARON	PASS REFUND	220	22040					\$20.00	\$20.00
BOMBERG, WILLIAM	REFUND CLOSING OVRPYMT-940 ISLAND LK AVE	601	36190			003		\$72.84	\$72.84
CENTRAL RESTAURANT PRODUCTS	COMMUNITY CENTER SUPPLIES	220	43800	2591		003		\$731.71	\$731.71
CHRISTIANSON, DANIEL	REFUND CLOSING OVRPYMT - 4521 RICE ST N	601	36190			003		\$178.73	\$178.73
CLASSIC CATERING/PICNIC PLEASE	HOLIDAY LIGHTING CEREMONY	101	40100	4890				\$445.99	\$445.99
COMCAST	CC CABLE	220	43800	3190		001		\$153.17	\$153.17
COMCAST.COM	COMPLEX STAFF INTERNET SERVICES	230	40900	3190		002		\$129.85	\$129.85
COMCAST.COM	MODEM 2 INTERNET CHARGES	230	40900	3190		002		\$129.85	\$129.85
COMCAST.COM	COMPLEX STAFF INTERNET SERVICES	230	40900	3190		002		\$132.85	\$132.85
COMPULINK MANAGEMENT CENTER IN	LASERFICHE CLASS FOR BRIAN K	101	40550	4500		005		\$450.00	\$450.00
COMPULINK MANAGEMENT CENTER IN	LASERFICHE CLASS FOR LEE H	101	40550	4500		005		\$350.00	\$350.00
DAYSFRING PRODUCTIONS INC	UPGRADED CRESTRON SYSTEM FOR FIT. CENTER	220	43800	3810		002		\$5,785.00	\$5,785.00
DAYSFRING PRODUCTIONS INC	COMPUTER AND LABOR	220	43800	3810		003		\$820.00	\$820.00
DEUTSCHE BANK NATL TRUST CO	REFUND CLOSING OVRPYT-5619 CHATSWORTH ST	601	36190			003		\$75.84	\$75.84
DEVOLUTIONS INC.	REMOTE DESKTOP MGR MAINTENANCE	101	40550	2180		002		\$99.98	\$99.98
DOLLAR TREE STORES INC.	HALLOWEEN/HOLIDAY LUNCHEON SUPPLIES	225	43580	2172		001		\$57.00	\$176.00
		101	40210	4890		003		\$119.00	
DYNAMEX DELIVERS NOW/ROADRUNNE	DELIVERIES TO EAGAN PO/AQUATIC CENTER	220	43800	2200		002		\$48.13	\$83.17
		601	45050	3220		001		\$17.52	
		602	45550	3220		001		\$17.52	
EARTH WIZARDS	EROSION RED 3460 LEXINGTON RES 14-109	101	22030					\$2,000.00	
EXCEPTIONAL HOMES	REL EROS/GRAD/CURB 428 TANGLEWOOD 14-109	101	22030					\$3,000.00	\$9,000.00
		101	22025					\$1,000.00	
		101	22020					\$5,000.00	
EXCEPTIONAL HOMES	REL EROS/GRAD/CURB 554 SUZANNE 14-109	101	22030					\$3,000.00	
		101	22025					\$1,000.00	
		101	22020					\$3,500.00	\$7,500.00
FERGUSON, FLO	FACILITY REFUND	220	22040					\$25.00	\$25.00
FIRST LAB, INC.	EMPLOYEE TESTING	101	40210	3190		002		\$75.00	
FRESH & NATURAL FOODS	BENEFIT FAIR SUPPLIES	101	40210	4890		001		\$97.06	
GAS PLUS INC.	PREMIUM FUEL	701	46500	2120		003		\$252.01	\$252.01
GENESIS EMPLOYEE BENEFITS, INC	ADMINISTRATION FEE:AUGUST 2014	101	20416					\$365.20	\$365.20
GENESIS EMPLOYEE BENEFITS, INC	ADMINISTRATION FEE: SEPT 2014	101	20416					\$365.20	\$365.20
GENESIS EMPLOYEE BENEFITS, INC	ADMINISTRATION FEE: OCT 2014	101	20416					\$369.60	\$369.60

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
GENESIS EMPLOYEE BENEFITS, INC	FLEX - MED/DEPENDENT CARE 11-21-14	101	20431					\$242.87	\$242.87
GERTENS WHOLESale	HOLIDAY DECORATION FOR OUTSIDE POTS	220	43800	2180		002		\$647.60	\$647.60
GONZALEZ, KARLA	FACILITY REFUND	220	22040					\$100.00	\$100.00
GOVGROUP.COM	BENEFIT BOOK PAPER	101	40210	2180				\$40.03	\$40.03
GREENHILL, CIERRA	FACILITY REFUND	220	22040					\$25.00	\$25.00
HAAS, DANIEL	REIMBURSEMENT/BIRTHDAY CAKE FOR RESALE	220	43800	2591		001		\$18.23	\$18.23
HAMLIN UNIVERSITY	WOMEN IN PUBLIC SERVICE CONFERENCE:OLSON	101	40200	4500		005		\$80.00	\$80.00
HAWKINS, INC.	CHEMICAL ORDER	220	43800	2160		001		\$1,166.64	\$1,166.64
HEGGIE'S PIZZA LLC	WAVE CAFE FOOD FOR RESALE	220	43800	2590		001		\$330.00	\$330.00
HELMER, TERRY	PASS REFUND	220	22040					\$400.00	\$400.00
HILL, NICOLE	MILEAGE REIMBURSEMENT	240	44400	3270				\$38.03	\$38.03
HOME GOODS	HOLIDAY LUNCHEON SUPPLIES	101	40210	4890		003		\$107.04	\$107.04
HORIZON COMMERCIAL POOL SUPPLY	HOT TUB REPAIRS ON DRAIN	220	43800	2200		003		\$393.48	\$393.48
IDENTITY STORES, LLC	FALL SOFTBALL SHIRTS - 1ST PLACE AWARD	225	43510	2170		009		\$249.76	\$249.76
JACK THE CARPENTER INC	EROSION RED 5107 ALAMEDA ST RES 14-109	101	22030					\$1,000.00	\$1,000.00
JARAMILLO, FRANCISCO	FACILITY REFUND	220	22040					\$192.83	\$192.83
JARNOT, DENNIS	EROSION RED 1000 OAKRIDGE RES 14-109	101	22030					\$500.00	\$500.00
JEFF ELLIS & ASSOCIATES, INC	FALL AUDIT	220	43800	3190		007		\$850.00	\$850.00
KLEIN, JOANNE	HOLIDAY LUNCHEON	220	22040					\$25.00	\$25.00
LESSARD, ANGELA	FACILITY REFUND	220	22040					\$50.00	\$50.00
LIFEGUARD STORE, THE	WHEELCHAIR FOR POOL AREA	220	43800	2200		002		\$2,100.00	\$2,100.00
LUBRICATION TECHNOLOGIES, INC	HYDRAULIC OIL	701	46500	2130		001		\$139.91	\$139.91
LUBRICATION TECHNOLOGIES, INC	GREASE	701	46500	2130		001		\$74.58	\$74.58
MASTER-LINK SPORTS INC	SERVICE FOR LIFE FITNESS TREADMILL	220	43800	3890				\$155.00	\$155.00
MATHESON TRI-GAS INC	CO2 ORDER	220	43800	2160		002		\$95.73	\$95.73
MAYER ARTS, INC	WISH UPON A BALLET FALL SESSION 1	225	43580	3170				\$825.00	\$825.00
MCCAREN DESIGNS INC	MONTHLY HORTICULTURE SERVICES	220	43800	3190		007		\$1,196.00	\$1,196.00
MEDIAWORKS INC	CUB FOODS CHECKOUT COUNTER AD	220	43800	2201		002		\$1,500.00	\$1,500.00
MICHAELS - ARTS AND CRAFTS	HOLIDAY LUNCHEON SUPPLIES	101	40210	4890		003		\$246.30	\$246.30
MIDWEST OVERHEAD CRANE CORP	HOIST INSPECTIONS CC AND PUBLIC WORKS	220	43800	3190				\$198.95	\$596.85
		701	46500	3190				\$397.90	
MINNESOTA GFOA.COM	MONTHLY MEETING: MALONEY	101	40500	4500		003		\$15.00	\$15.00
NELSON, CHRISTOPHER OR LISA	REFUND MADE AT CLOSING-3459 RICHMOND AVE	601	36190			003		\$91.36	
NORTHERN ELECTRICAL CONTRACTOR	REPAIRS TO OUTLETS FOR HOLIDAY LIGHTS	220	43800	3810		003		\$538.75	\$538.75
NORTHERN TOOL AND EQUIPMENT CO	PRESSURE WASHER HOSE REEL	220	43800	2240		003		\$99.99	\$99.99
PANINO'S	EDA MEETING SUPPLIES	240	44400	2180		001		\$138.23	\$138.23
PC CONNECTION, INC.	MOUNT FOR POS STATION-SERVICE DESK	101	40550	2010		001		\$45.77	\$45.77
PHS/SHOREVIEW	ROOM RENTAL (SAPC PARTY 11/7/14)	225	43510	3190		020		\$20.00	\$20.00
POSTMASTER	DEPOSIT IN PERMIT IMPRINT 5606-SHOREVIEW	602	45550	3220		001		\$500.00	\$1,000.00
		601	45050	3220		001		\$500.00	
Q3 CONTRACTING	INSTALL ST LIGHTS HANSON/OAKRIDGE 14-01	576	47000	5950				\$44,418.81	
RAMSEY COUNTY	ROAD STRIPING FOR 2014	101	42200	3190		001		\$18,387.16	\$18,387.16
RED ROBIN RESTAURANT	EDA SUPPLIES	240	44400	2180		001		\$82.57	\$82.57
ROHDE, BRITT	FACILITY REFUND	220	22040					\$25.00	\$25.00
RUST, NANCY	FACILITY REFUND	220	22040					\$25.00	\$25.00
SCHOLASTIC	PRESCHOOL SCHOLASTIC MAGAZINES	225	43555	2170				\$27.46	
SCHWERM, TERRANCE	EXPENSE REIMBURSEMENT/ROTARY DUES	101	40200	4330		007		\$381.20	\$381.20
SIGNATURE LIGHTING INC	STREET LIGHT REPAIR- 1334 SUNVIEW DR	604	42600	3810		002		\$3,900.00	\$3,900.00
SIGNATURE LIGHTING INC	CONSULT FEE 2014 STREET LIGHT PROJ 14-03	604	42600	5300				\$1,377.50	\$1,377.50
SOUTH SERVICE UNIT, GIRL SCOUT	FACILITY REFUND	220	22040					\$100.00	\$100.00
STENSON, KRISTIN	FACILITY REFUND	220	22040					\$25.00	\$25.00

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
SUBWAY	HRC COMMUNITY DIALOGUE DINNER	101	40100	4890				\$194.97	\$194.97
SWIMOUTLET.COM	WATER AEROBICS GEAR	225	43530	2170		001		\$259.45	\$259.45
TERMINAL SUPPLY CO	UNIT 215 LIGHT BULBS	701	46500	2220		001		\$50.79	\$50.79
THAO, YANGME	FACILITY REFUND	220	22040					\$100.00	\$100.00
THE SUPPLIES SHOPS.COM	W2 / 1099 TAX FORMS	101	40500	2010		005		\$246.61	\$246.61
THOEMKE, JULIEANN	PASS REFUND	220	22040					\$400.00	\$400.00
TRANSACT TECHNOLOGIES, INC.	ETHERNET INERFACE FOR RECEIPT PRINTER	101	40550	2180		001		\$108.13	\$108.13
URBAN LAND INSTITUTE	MEMBERSHIP RENEWAL/SIMONSON	240	44400	4330				\$215.00	\$215.00
VANG, AVILIA	FACILITY REFUND	220	22040					\$25.00	\$25.00
VANSKOY, RODERIC	PASS REFUND	220	22040					\$60.00	\$60.00
VERMONT SYSTEMS, INC	ON SITE TRAINING/EXPENSES	101	43400	4500				\$1,042.64	\$1,042.64
WACOM TECHNOLOGY CORPORATION	BAMBOO STYLUS FOR IPAD	101	40550	2010		003		\$39.95	\$39.95
WEIGHT VEST.COM	FITNESS CENTER WEIGHT VEST	225	43530	2170		002		\$132.95	\$132.95
XCEL ENERGY	WATER TOWERS: ELECTRIC	601	45050	3610				\$61.03	\$61.03
XCEL ENERGY	STREET LIGHTS: ELECTRIC	604	42600	3610				\$14,859.44	\$14,859.44
XCEL ENERGY	COMMUNITY CENTER: ELECTRIC/GAS	220	43800	2140				\$6,805.27	\$20,434.87
		220	43800	3610				\$13,629.60	
XCEL ENERGY	TRAFFIC SIGNALS: ELECTRIC	101	42200	3610				\$547.73	
YANG, MAI	FACILITY REFUND	220	22040					\$300.00	\$300.00
Total of all invoices:									\$160,358.60

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line Amount	Invoice Amt
ABUSHARAR, MAJDI	FACILITY REFUND	220	22040				\$25.00	\$25.00
BARSNESS, KIRSTIN	ED CONSULTING NOVEMBER 2014	240	44400	3190			\$2,800.00	\$2,800.00
BOLTON & MENK, INC	HWY 96 LIFTSTATION DESIGN	473	47000	5910			\$4,766.33	\$4,766.33
C & E HARDWARE	GORILLA TAPE	101	42050	2010			\$13.99	\$13.99
CLASSIC CATERING/PICNIC PLEASE	EMPLOYEE LUNCHEON DEPOSIT	101	40210	4890		003	\$200.00	\$200.00
DOMESTIC ENGINEERING INC	CLEANOUT 791 CRYSTAL CIR/FRANCES GLOVER	241	44500	3190			\$600.00	\$6,300.00
		101	11700				\$5,700.00	
GRANDMA'S BAKERY	DOUGHNUTS FOR RESALE	220	43800	2591		003	\$107.45	\$107.45
GRANDMA'S BAKERY	DOUGHNUTS FOR RESALE METRO ECSU	220	43800	2591		003	\$107.52	\$107.52
GRANDMA'S BAKERY	DOUGHNUTS FOR RESALE METRO ECSU	220	43800	2591		003	\$49.40	\$49.40
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		003	\$64.47	\$64.47
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$23.75	\$23.75
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BIRTHDAY CAKES FOR RESALE	220	43800	2591		001	\$19.99	\$19.99
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$16.20	\$16.20
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$16.20	\$16.20
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$17.14	\$17.14
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$17.15	\$17.15
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$16.19	\$16.19
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$16.20	\$16.20
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$16.20	\$16.20
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$16.20	\$16.20
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$16.20	\$16.20
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$16.23	\$16.23
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$17.18	\$17.18
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$17.19	\$17.19
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$16.24	\$16.24
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$16.24	\$16.24
GRANDMA'S BAKERY	BAKERY FOR RESALE - WAVE CAFE	220	43800	2590		001	\$16.19	\$16.19
HANSEN, SARAH	FACILITY REFUND	220	22040				\$25.00	\$25.00
HENRY, SARA	FACILITY REFUND	220	22040				\$25.00	\$25.00
HOME DEPOT CREDIT SERVICES	MILWAUKEE CORDLESS POWER TOOLS	101	43710	2400			\$387.97	\$387.97
IDENTITY STORES, LLC	BROOMBALL SHIRTS/1ST PLACE AWARD	225	43510	2170		003	\$261.03	\$261.03
JEFF SMITH LLC	TKD FALL SESSION B	225	43530	3190			\$2,241.20	\$2,241.20
JOHNSON, RACHEL	FACILITY REFUND	220	22040				\$25.00	\$25.00
KATARAI, ANNETTE	FACILITY REFUND	220	22040				\$25.00	\$25.00
LIS, TRUE	FACILITY REFUND	220	22040				\$25.00	\$25.00
MARTIN, DAVID	FACILITY REFUND	220	22040				\$25.00	\$25.00
METROPOLITAN COUNCIL ENVIRONME	SAC CHARGES FOR OCTOBER 2014	602	20840				\$2,485.00	\$2,460.15
		602	34060				-\$24.85	
MINNESOTA, ARC	FACILITY REFUND	220	22040				\$300.00	\$300.00
MYRLAND, BOB	FACILITY REFUND	220	22040				\$100.00	\$100.00
NELSON, HONG	FACILITY REFUND	220	22040				\$25.00	\$25.00
NORENBERG, SHAWN	FACILITY REFUND	220	22040				\$25.00	\$25.00
PIKKARAINEN, CHERYL	FACILITY REFUND	220	22040				\$25.00	\$25.00

COUNCIL REPORT

Vendor Name	Description	FF	GG	00	AA	CC	Line	Amount	Invoice Amt
RAMSEY COUNTY	2015 RENTAL KITCHEN LICENSE	220	43800	3190				\$777.00	\$777.00
RAMSEY COUNTY	2015 SNACK BAR LICENSE	220	43800	3190		004		\$518.00	\$518.00
RAMSEY COUNTY	2015 CC RENTAL KITCHEN LICENSE	220	43800	3190		004		\$777.00	\$777.00
RUST, NANCY	FACILITY REFUND	220	22040					\$25.00	\$25.00
SAM'S CLUB DIRECT	BEVERAGE FOR RESALE	220	43800	2590		001		\$416.30	\$646.78
		220	43800	2591		003		\$230.48	
SCHAUM, JESSICA	MILEAGE REMIBURSMETS	101	42050	3270				\$50.40	\$50.40
SHORT ELLIOTT HENDRICKSON, INC	OWASSO/VICTORIA/E CONSTRUCTION	571	47000	5910				\$392.77	
STAY, NICOLE	FACILITY REFUND	220	22040					\$25.00	\$25.00
TARGET COMMERCIAL INVOICE	COMMUNITY CENTER SWIM DIAPERS	220	43800	2180		002		\$132.87	\$132.87
THAO, CHOUA	FACILITY REFUND	220	22040					\$25.00	\$25.00
TULLOCH, ANN	FACILITY REFUND	220	22040					\$250.00	\$250.00
VALPAK OF MINNEAPOLIS/ST.PAUL	DAILY PASS BOGO COUPON	220	43800	2201		002		\$215.00	
VERIZON WIRELESS	CELL SERVICE 11/11/14 - 12/10/14	701	46500	5800				\$597.48	\$1,678.99
		220	43800	3210				\$214.98	
		101	44300	3190				\$35.00	
		601	45050	3190				\$366.00	
		101	40200	3210		002		\$465.53	
Total of all invoices:									\$26,361.49

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
AID ELECTRIC CORPORATION	NO LEX LIFT STATION	602	45550	3190		003		\$218.20	\$218.20
AMERICAN ENGINEERING TESTING,	HANSON/OAKRIDGE CP14-01 BIT. TESTING	576	47000	5920				\$1,189.10	\$1,189.10
ATHLETIC OUTFITTERS	EMBROIDERY/VILLELLA	101	43710	2180				\$9.90	
BEISSWENGERS HARDWARE	SNOW SHOVELS	101	43710	2400				\$223.74	
BEISSWENGERS HARDWARE	TORCHES FOR WELL AND LIFTS	601	45050	2280		001		\$27.09	\$54.18
		602	45550	2282		001		\$27.09	
BEISSWENGERS HARDWARE	PIPE FOR WATER METERS	601	45050	2510		001		\$49.78	
BIFF'S, INCORPORATED	BUCHER PARK UNITS	101	43710	3950				\$186.35	
BIFF'S, INCORPORATED	COMMONS PARK UNITS	101	43710	3950				\$186.35	\$186.35
BIFF'S, INCORPORATED	LAKE JUDY PARK UNIT	101	43710	3950				\$81.47	\$81.47
BIFF'S, INCORPORATED	MCCULLOUGH PARK UNITS	101	43710	3950				\$171.06	\$171.06
BIFF'S, INCORPORATED	RICE CREEK FIELDS UNIT	101	43710	3950				\$36.20	\$36.20
BIFF'S, INCORPORATED	SITZER PARK UNITS	101	43710	3950				\$186.35	\$186.35
BIFF'S, INCORPORATED	SHAMROCK PARK UNITS	101	43710	3950				\$256.87	\$256.87
BIFF'S, INCORPORATED	THEISEN PARK UNIT	101	43710	3950				\$81.47	\$81.47
BIFF'S, INCORPORATED	WILSON PARK UNITS	101	43710	3950				\$186.35	\$186.35
BIFF'S, INCORPORATED	SNAIL LAKE SCHOOL UNIT	101	43710	3950				\$36.20	\$36.20
C & E HARDWARE	PARTS FOR MV-2	701	46500	2220		002		\$5.56	\$5.56
CONTINENTAL RESEARCH CORPORATI	MIGHTY FOAM	602	45550	2282		001		\$1,023.69	\$1,023.69
CONTINENTAL RESEARCH CORPORATI	HIGH VIS SUPPLIES	601	45050	2280		001		\$187.69	\$187.69
CUMMINS NPOWER, LLC	SERVICE FOR GENERATOR BOOSTER	601	45050	3190		003		\$873.00	\$873.00
CUMMINS NPOWER, LLC	SERVICE GENERATOR WELL 5	601	45050	3190		003		\$362.00	\$362.00
FERGUSON WATERWORKS #2516	HYDRANT PARTS	601	45050	2280		003		\$400.80	\$400.80
FERGUSON WATERWORKS #2516	HYDRANT PARTS AND VALVE BOX	601	45050	2280		004		\$271.93	\$917.85
		601	45050	2280		003		\$645.92	
FERGUSON WATERWORKS #2516	WATERMAIN PARTS	601	45050	2280		002		\$690.60	\$690.60
INFRASTRUCTURE TECHNOLOGIES, I	PUSH CAMERA AND LOCATOR	701	46500	5800				\$12,687.10	\$12,687.10
INSTRUMENTAL RESEARCH INC	MONTHLY SAMPLES	601	45050	3190		001		\$240.00	\$240.00
LEAGUE OF MINNESOTA CITIES	CONFERENCE - SPRINGHORN	101	40100	4500		002		\$315.00	\$315.00
MANSFIELD OIL COMPANY	UNLEADED FUEL	701	46500	2120		001		\$3,115.01	\$3,115.01
MANSFIELD OIL COMPANY	DIESEL FUEL	701	46500	2120		002		\$6,308.80	\$6,308.80
MANSFIELD OIL COMPANY	UNLEADED FUEL	701	46500	2120		001		\$2,930.31	\$2,930.31
MENARDS CASHWAY LUMBER **FRIDL	LUMBER/HARDWARE/WILSON BOARDWALK	101	43710	2240				\$18.09	\$18.09
METERING & TECHNOLOGY SOLUTION	1 INCH METERS	601	45050	2510		001		\$1,280.00	\$1,280.00
OFFICE DEPOT	GENERAL SUPPLIES	101	40210	4890		001		\$29.40	\$63.18
		101	40100	4890		002		\$33.78	
OFFICE DEPOT	PRINthead HP#80/MAINTENANCE KIT 4200	101	40550	2010		002		\$451.98	
OFFICE DEPOT	LUNCHROOM SUPPLIES	101	40800	2180				\$72.84	\$72.84
PRESS PUBLICATIONS	WINTER BULLET JOB LIST	101	40210	3360		001		\$592.00	
REINDERS, INC.	ICEMELT FOR SIDEWALKS	101	43710	2260				\$247.09	\$247.09
SHORT ELLIOTT HENDRICKSON, INC	ANNUAL BRIDGE INSPECTION - CONSULTING	101	42200	3190				\$2,075.57	\$2,075.57
ST PAUL PIONEER PRESS	FITNESS COORD AD	101	40210	3360		001		\$420.25	\$420.25
STAR TRIBUNE	SUBSCRIPTION - 11/21/14-0/15	101	40200	4330		009		\$39.65	\$39.65
STAR TRIBUNE	FITNESS COORD AD	101	40210	3190		001		\$594.00	\$594.00
UNI FIRST CORPORATION	UNIFORM RENTAL	101	42200	3970		001		\$38.96	\$155.84
		601	45050	3970		001		\$38.96	
		602	45550	3970		001		\$38.96	
		603	45850	3970		001		\$19.48	
		701	46500	3970		001		\$19.48	
UNIFIRST CORPORATION	UNIFORM RENTAL PARKS	101	43710	3970				\$61.00	\$61.00
UNIFIRST CORPORATION	UNIFORM RENTAL CC	220	43800	3970				\$46.25	\$46.25

COUNCIL REPORT

Vendor Name	Description	FF	GG	OO	AA	CC	Line	Amount	Invoice Amt
UNIFIRST CORPORATION	UNIFORM RENTAL PARKS	101	43710	3970				\$61.00	\$61.00
UNIFIRST CORPORATION	UNIFORM RENTAL CC	220	43800	3970				\$46.25	\$46.25
UNIFIRST CORPORATION	UNIFORM RENTAL	101	42200	3970		001		\$39.21	\$156.84
		601	45050	3970		001		\$39.21	
		602	45550	3970		001		\$39.21	
		603	45850	3970		001		\$19.60	
		701	46500	3970		001		\$19.61	
UNIFIRST CORPORATION	PARKS/UNIFORM RENTAL	101	43710	3970				\$61.00	\$61.00
UNIFIRST CORPORATION	CC/UNIFORM RENTAL	220	43800	3970				\$46.25	\$46.25
UNIFIRST CORPORATION	UNIFORM RENTAL	101	42200	3970		001		\$38.96	\$155.84
		601	45050	3970		001		\$38.96	
		602	45550	3970		001		\$38.96	
		603	45850	3970		001		\$19.48	
		701	46500	3970		001		\$19.48	
YALE MECHANICAL INC	CHECK UP/FURNACES/PARK BUILDINGS	101	43710	3190				\$715.25	\$715.25
Total of all invoices:									\$40,571.15

Purchase Voucher

City of Shoreview
4600 Victoria Street North
Shoreview MN 55126

Voucher Number	45,533
Vendor number	04042 1 2014
Vendor name	CLEAN RESPONSE
Address	480 PRIOR AVENUE NORTH ST. PAUL MN 55104

Date	Comment line on check	Invoice number	Amount
11-12-14	INSURANCE CLAIM: FIRE	15630	\$37,285.85

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

Return to:

Account Coding	Amount
260 47400 4340	\$37,285.85

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.

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

Reviewed by: Debbie Engblom 11-13-14
(signature required) Debbie Engblom

Approved by: Terry Schwerm
(signature required) Terry Schwerm

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

Quote 1	
Quote 2	
Explanation if no quote received	

Purchase Voucher

City of Shoreview
 4600 Victoria Street North
 Shoreview MN 55126

Voucher Number	45,550		
Vendor number	02134 2		2014
Vendor name	KELLY & LEMMONS, P.A.		
Address	223 LITTLE CANADA ROAD EAST SAINT PAUL MN 55117 ***WIRE TRANSACTION** **NO CHECK WILL PRINT**		

Date	Comment line on check	Invoice number	Amount
11-05-14	CLOSING WIRE FOR 795 HWY 96 PURCHASE	795 HWY 96	\$260,477.84

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
401 15600	\$260,477.84

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

Reviewed by: D. Maloney
 (signature required) Deborah Maloney Tom Simonson

Approved by: T. Schwerm
 (signature required) Terry Schwerm

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

Quote 1	
Quote 2	
Explanation if no quote received	

PROPOSED RESOLUTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to adopt Resolution No.14-112 approving Change Order No. 1 in the amount of \$49,714.60 for the 2014 Trail Rehabilitation, City Project No.14-05

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

REGULAR COUNCIL MEETING
DECEMBER 1, 2014

TO: MAYOR, CITY COUNCIL, CITY MANAGER
FROM: GLEN M. HOFFARD
SENIOR ENGINEERING TECHNICIAN
DATE: NOVEMBER 25, 2014
SUBJECT: 2014 TRAIL REHABILITATION AND CONSTRUCTION
CITY PROJECT NO.14-05, CHANGE ORDER NO. 1

INTRODUCTION

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

BACKGROUND

On July 7, 2014 the City Council awarded a contract to Rum River Contracting Co. in the amount of \$279,072.77 for the 2014 Trail Rehabilitation and Construction, City Project No.14-05 and authorized the Mayor and City Manager to sign said contract.

DISCUSSION

The final quantity for Seed and Topsoil was considerably more than the plan quantity; therefore, a unit price reduction was negotiated with Rum River Contracting. The unit price will be reduced from \$5.60/SY to \$3.60/SY.

After the award of the project, it was determined by staff that the existing trail on Lexington Ave. between Hamline Ave. and Pond View Ct. was in need of replacement. The existing bituminous trail was reclaimed and a 2" bituminous wear course was constructed.

Bituminous pavement was removed at many of the pedestrian ramps in order to obtain the minimum 2% grade as required by the American Disability Act.

Pay items will be added to the contract as follows:

DEDUCT

Seed & Sod Unit Price Reduction
2,525.00 @ \$5.60/SY = (\$ 14,140.00)

TOTAL DEDUCT **(\$14,140.00)**

ADDITION

Seed & Sod Unit Price Reduction 8,559.00 @ \$3.60/SY =	\$ 30,812.40
Reclamation of Existing Trail 1 LS @ \$3,600.00 =	\$ 3,600.00
Additional Wear Course Mixture 294.03 T @ \$80.77/T =	\$ 23,748.80
Remove Bituminous Pavement 3,163.00 SF @ \$1.80/SF =	\$ <u>5,693.40</u>
TOTAL ADDITION	\$ 63,854.60
Total Change Order No.1	\$ 49,714.60

Pay items have been added to the contract documents resulting in a net increase to the contract of \$49,714.60. Change Order No.1 will increase the contract amount to \$328,787.37. Change Order No.1 will be funded as follows:

County Road I & Theisen Park General Fixed Asset Revolving	\$ 3,187.20
Lexington Avenue Shamrock Trails Community Investment Fund	\$ <u>46,527.40</u>
Total Change Order No.1	\$ 49,714.60

RECOMMENDATION

It is recommended that Council adopt the attached proposed resolution approving Change Order No.1 for the 2014 Trail Rehabilitation and Construction, City Project No. 14-05

**EXTRACT OF MINUTES OF MEETING OF THE
CITY COUNCIL OF SHOREVIEW, MINNESOTA
HELD DECEMBER 1, 2014**

* * * * *

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota was duly called and held at the Shoreview City Hall in said City on December 1, 2014 at 7:00 pm. The following members were present:

and the following members were absent:

Member introduced the following resolution and moved its adoption.

RESOLUTION NO. 14-112
APPROVING CHANGE ORDER NO.1
FOR THE 2014 TRAIL REHABILITATION
AND CONSTRUCTION, CITY PROJECT NO. 14-05

WHEREAS, On July 7, 2014 the City Council awarded a contract to Rum River Construction Co. for the 2014 Trail Rehabilitation and Construction, City Project No. 14-05 and authorized the Mayor and City Manager to sign said contract, and

WHEREAS, the original contract amount is \$279,072.77, and

WHEREAS, Change Order No. 1, in the amount of \$ 49,714.60 has been prepared in order to address certain changes or modifications to the original contract, including the addition of a trail segment along Lexington Avenue between Hamline Avenue and Pond View Court, and

WHEREAS, said changes and modifications to the project will increase the contract amount to \$328,787.37, and

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

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

1. That Change Order No. 1, in the amount of \$ 49,714.60, resulting in a revised contract amount of \$328,787.37 is hereby approved, and

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

County Road I & Theisen Park	
General Fixed Asset Revolving	\$ 3,187.20
Lexington Avenue Shamrock Trails	
Community Investment Fund	\$ <u>46,527.40</u>
Total Change Order No.1	\$ 49,714.60

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 1st day of December 2014.

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

I, the undersigned, being the duly qualified and acting Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council held on the 1st day of December, 2014, with the original thereof on file in my office and the same is a full, true and complete transcript therefrom insofar as the same relates to the approval of Change Order No. 1, for the 2014 Trail Rehabilitation and Construction, C.P #14-05.

WITNESS MY HAND officially as such Manager and the corporate seal of the City of Shoreview, Minnesota, this 2nd day of December, 2014.

SEAL

Terry C. Schwerm
City Manager

CITY OF SHOREVIEW CONTRACT CHANGE ORDER

Project:	2014 Trail Rehabilitation and Construction
City Project No.:	14-05
Change Order Number:	1 (One)
Date:	December 1, 2014
Contractor:	Rum River Contracting Co.

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

CITY PROJECT NO.14-05

DEDUCT:

Seed & Topsoil Unit Price Reduction 2,525.00 @ \$5.60 =	(\$ 14,140.00)
--	----------------

ADDITION:

Seed & Topsoil Unit Price Reduction 8,559 @ \$3.60 =	\$ 30,812.40
---	--------------

Reclamation of Existing Trail 1 LS @ \$3,600.00 =	\$ 3,600.00
--	-------------

Additional Wear Course Mixture 294.03 T @ \$80.77/T =	\$ 23,748.80
--	--------------

Remove Bituminous Pavement 3,163.00 SF @ \$1.80/SF =	<u>\$ 5,693.40</u>
---	--------------------

TOTAL ADDITION - CHANGE ORDER NO.1	\$ 49,714.60
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SUMMARY:

Original Contract Amount:	\$ 279,072.77
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Change Order No.1	\$ 49,714.60
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Amended Contract Amount	<u>\$ 328,787.37</u>
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APPROVALS:

APPROVED BY: City of Shoreview

By: _____ Title: City Engineer Date: _____

ACCEPTED BY: Rum River Contracting

By: _____ Title: _____ Date: _____

TO: MAYOR, CITY COUNCIL, CITY MANAGER
FROM: THOMAS L. HAMMITT
SENIOR ENGINEERING TECHNICIAN
DATE: NOVEMBER 25, 2014
SUBJECT: DEVELOPER ESCROW REDUCTIONS

INTRODUCTION

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

BACKGROUND

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

948 Robinhood Pl	Erosion Control completed
211 Owasso Ln E	Erosion Control completed
Autumn Meadows	Portions of Development items 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:

948 Robinhood Pl	Brady Martin	\$ 500.00
211 Owasso Ln E	Andrew Gangle	\$ 1,000.00

It is recommended that the City Council approve releasing the Letter of Credit for the following property in the amount listed below:

Autumn Meadows	Pulte Homes	\$ 938,928.75
	Pulte Group Inc	
	Wells Fargo LOC – ISO15568OU	



**STATEMENT OF REQUIRED IMPROVEMENTS AND SECURITY
 AUTUMN MEADOWS**

A. MAJOR IMPROVEMENTS

	<u>Original Amount</u>	<u>Reduction 12/1/2014</u>	<u>Balance 12/1/2014</u>
1. Street and Public Utilities	\$813,270.00	\$731,943.00	\$81,327.00
2. Street Lights	18,000.00	18,000.00	0.00
3. Street Signs -	<u>1,200.00</u>	<u>1,200.00</u>	<u>0.00</u>
	\$832,470.00	\$751,143.00	\$81,327.00
Per Ordinance	1.25	1.25	1.25
	\$1,040,587.50	\$938,928.75	\$101,658.75

B. MISCELLANEOUS IMPROVEMENTS

1. Boulevard Sod	\$6,864.00	\$0.00	\$6,864.00
2. Seal Coating	4,788.00	0.00	4,788.00
3. As-built Drawing	<u>8,500.00</u>	<u>0.00</u>	<u>8,500.00</u>
	\$20,152.00	\$0.00	\$20,152.00
Per Ordinance	<u>1.25</u>	<u>1.25</u>	<u>1.25</u>
	\$25,190.00	\$0.00	\$25,190.00

TOTAL A	\$1,040,587.50	\$938,928.75	\$101,658.75
TOTAL B	<u>\$25,190.00</u>	<u>\$0.00</u>	<u>\$25,190.00</u>
 GRAND TOTAL	 \$1,065,777.50	 \$938,928.75	 \$126,848.75

NOTES: Completion Date for Major Improvements - October 1, 2014
 Completion Date for Misc. Improvements - October 1, 2015

Prepared by: Tom Hammitt
 Date: 11/25/14

PROPOSED

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

HELD DECEMBER 1, 2014

* * * * *

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota was duly called and held at the Shoreview City Hall in said City on December 1, 2014 at 7:00 p.m. The following members were present:

and the following members were absent:

Member introduced the following resolution and moved its adoption.

RESOLUTION NO. 14-111

**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:

948 Robinhood Pl	Brady Martin	\$ 500.00
211 Owasso Ln E	Andrew Gangle	\$ 1,000.00

The Letter of Credit for the following property is reduced in the amount listed below:

Autumn Meadows	Pulte Homes	\$ 938,928.75
	Pulte Group Inc	
	Wells Fargo LOC – ISO15568OU	

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to adopt Resolution No.14-110 approving Change Order No. 3 in the amount of \$149,004.81 and Payment No. 8 (Final) in the amount of \$57,649.83 for the Red Fox Road Improvements, City Project No.12-04.

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

REGULAR COUNCIL MEETING
DECEMBER 1, 2014

TO: MAYOR, CITY COUNCIL, CITY MANAGER

FROM: TOM WESOLOWSKI
CITY ENGINEER

DATE: NOVEMBER 25, 2014

SUBJECT: RED FOX ROAD IMPROVEMENTS, CITY PROJECT NO. 12-04
CHANGE ORDER NO. 3 AND PAYMENT NO. 8 (FINAL)

INTRODUCTION

The attached Change Order No.3 and Payment No. 8 (Final) has been prepared by staff and must be approved by Council in order to modify the contract.

BACKGROUND

On May 6, 2013, the City Council awarded a contract to C.S. McCrossan, Inc. in the amount of \$1,213,762.20 for the Red Fox Road Reconstruction, City Project No.12-04, and authorized the Mayor and City Manager to sign said contract. On August 5, 2013, the City Council approved Change Order No. 1 in the amount of \$99,255.28 bringing the total contract amount to \$1,313,017.48 (resolution 13-67). On January 21, 2014, the City Council approved Change Order No. 2 in the amount of \$252,418.52 bringing the total contract amount to \$1,565,436.00 (resolution 14-01).

DISCUSSION

The contractor has submitted the final quantities for all the work that has been performed to date and additional quantities were needed during the reconstruction of Red Fox Road. The items are described as follows:

The final quantities were totaled and an additional 2915 CY of material was removed from the pond area. This work totaled \$13,992.

A much larger area was disturbed during construction than expected and additional landscaping that included topsoil borrow and sod was needed to restore the areas. This additional work totaled \$51,777.00.

Additional work and materials were needed during the relocation of the water main due to unexpected modifications that were encountered during construction. This additional work and materials totaled \$7,367.

During construction there was a water main break on Lexington Avenue, just south of the pond that was under construction. As long as we had a contractor doing work in the area, we added the additional sidewalk that needed to be replaced to this contract. This additional work totaled \$3,585.

While installing the new plants around the shoreline of the new pond it was determined that additional plantings were needed. These additional plantings totaled \$3,990.

While installing the underground utilities and constructing the new turn lane on Lexington Avenue, very poor soils and tighter than expected working conditions were encountered. The removal of these materials and the select granular borrow that needed to be brought in combined with the labor needed to do the work totaled \$68,293.81.

These items have been added to the contract documents resulting in an increase to the contract of \$149,004.81. Change Order No.3 and Payment No. 8 (Final) will increase the contract amount to \$1,714,440.81. The additional cost will be funded as follows:

Street Fund	\$ 51,764.45
Surface Water Fund	\$ 52,141.45
Water Fund	\$ 28,025.45
Sanitary Sewer Fund	<u>\$ 17,073.46</u>

Total Change Order No. 3	\$149,004.81
--------------------------	--------------

RECOMMENDATION

It is recommended that Council adopt the attached proposed resolution approving Change Order No.3 and Payment No. 8 (Final) for the Red Fox Road Reconstruction, City Project No. 12-04.

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

HELD DECEMBER 1, 2014

* * * * *

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota was duly called and held at the Shoreview City Hall in said City on December 1, 2014 at 7:00 pm. The following members were present:

; and the following members were absent: .

Member introduced the following resolution and moved its adoption.

**RESOLUTION NO. 14-110
APPROVING CHANGE ORDER NO.3 AND
PAYMENT NO. 8 (FINAL)
FOR THE RED FOX ROAD IMPROVEMENTS
CITY PROJECT NO. 12-04**

WHEREAS, On May 6, 2013 the City Council awarded a contract to C.S. McCrossan, Inc. for the Red Fox Road Reconstruction, C.P. 12-04, and authorized the Mayor and City Manager to sign said contract, and

WHEREAS, the original contract amount is \$1,213,762.20, and

WHEREAS, Change Order No. 1, in the amount of \$99,255.28, was approved on August 5, 2014 bringing the contract amount to \$1,313,017.45, and

WHEREAS, Change Order No. 2, in the amount of \$252,418.52, was approved on January 21, 2014 brining the contract amount to \$1,565,436.00, and

WHEREAS, Change Order No. 3, in the amount of \$149,004.81, has been prepared in order to address certain changes or modifications to the original contract, and

WHEREAS, said changes and modifications to the project will increase the contract amount to \$1,714,440.81, and

WHEREAS, the final payment in the amount of \$57,649.83 is due to the contractor C.S. McCrossan, and

WHEREAS, the Director of Public Works has recommended approval of proposed Change Order No. 3 and Payment Number 8 (Final).

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

1. That Change Order No. 3, in the amount of \$149,004.81, resulting in a revised contract amount of \$1,714,440.81 is hereby approved, and
2. That Change Order No.3 will be funded as follows:

Street Fund	\$ 51,764.45
Surface Water Fund	\$ 52,141.45
Water Fund	\$ 28,025.45
Sanitary Sewer Fund	<u>\$ 17,073.46</u>
 Total Change Order No. 3	 \$149,004.81

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 1st day of December, 2014

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

I, the undersigned, being the duly qualified and acting Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council held on the 1st day of December, 2014, with the original thereof on file in my office and the same is a full, true and complete transcript therefrom insofar as the same relates to the approval of Change Order No.3 and Payment No. 8 (Final), for the Red Fox Road Improvements, C.P 12-04.

WITNESS MY HAND officially as such Manager and the corporate seal of the City of Shoreview, Minnesota, this 2nd day of December, 2014.

SEAL

Terry C. Schwerm
City Manager

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

To authorize Joint Powers Agreement, CFMS Contract No. 85517, with the State of Minnesota for continuation of Emerald Ash Borer sampling activities.

ROLL CALL: AYES _____ NAYS _____

JOHNSON	_____	_____
QUIGLEY	_____	_____
WICKSTROM	_____	_____
WITHHART	_____	_____
MARTIN	_____	_____

REGULAR COUNCIL MEETING

DECEMBER 1, 2014

TO: MAYOR, CITY COUNCIL, AND CITY MANAGER

FROM: MARK MALONEY, PUBLIC WORKS DIRECTOR

DATE: NOVEMBER 25, 2014

SUBJECT: AUTHORIZE JOINT POWERS AGREEMENT EXTENSION CFMS NO. 85517
STATE OF MINNESOTA EMERALD ASH BORER DETECTION PROJECT

INTRODUCTION

Emerald Ash Borer was first found in Shoreview in 2011, and the City has collaborated with the Minnesota Department of Agriculture (MDA) on detection, eradication, and education efforts. Last year, the MDA invited the City to participate in a Minnesota Environment and Natural Resources Trust Fund project funded by the Minnesota State Lottery. The project compares the efficacy of different Emerald Ash Borer (EAB) detection techniques and how they benefit overall management of the spread of the insect. A 2-year extension to the 2013 agreement has been developed between the City of Shoreview and the State of Minnesota that would allow reimbursement for continued sampling and removal services.

BACKGROUND

The project is funded by the Environment and Natural Resources Trust Fund, which receives 40 percent of net Lottery proceeds, or about 6 cents of every dollar spent on lottery tickets. The Legislature appropriates funds to projects based on recommendations by the Legislative-Citizen Commission on Minnesota Resources (LCCMR).

Shoreview is one of a growing number of study sites throughout the State; specifically the area east of Shamrock Park. The EAB is confirmed in this area, but much remains to be learned regarding the factors affecting the spread of the insects and resulting damage. Only ash trees in the City right-of-way would be studied. The work plan for each year would entail:

- Remove 2 branches from each of 35 trees in the study area
- Place and monitor traps
- Do visual scouting
- Place bands on the trunks of the trees – with a ladder to keep them above hand height
- Cut and completely sample 2 trees

City and Dept. of Corrections crews perform the branch removal and sampling with guidance from MDA staff, and the City will continue to be reimbursed for these efforts – about \$5,000 per year for the next two winters.

RECOMMENDATION

It is recommended that the City Council authorize the Joint Powers Agreement, CFMS Contract No. 85517, with the State of Minnesota for the continuation of sampling and removal activities relating to Shoreview's EAB Management Plan.

STATE OF MINNESOTA
JOINT POWERS AGREEMENT

This agreement is between the State of Minnesota, acting through its commissioner of agriculture ("State") and the City of Shoreview ("Governmental Unit").

Recitals

Under Minn. Stat. § 471.59, subd. 10, the State is empowered to engage such assistance as deemed necessary. The State is in need of removal and proper disposal of suspected emerald ash borer (EAB) infested ash trees and portions of trees in the City of Shoreview. There are ash trees that will require sampling during the non-flight season for emerald ash borer, to contribute to a study on detection methods for EAB. The Department of Agriculture has received a grant from the Environmental and Natural Resources Trust Fund with funding to reimburse the City of Shoreview to perform this needed service.

Agreement

1 Term of Agreement

- 1.1 *Effective date:* November 1, 2014, or the date the State obtains all required signatures under Minnesota Statutes Section 16C.05, subdivision 2, whichever is later.
- 1.2 *Expiration date:* June 30, 2016, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

2 Agreement between the Parties

1. The Governmental Unit agrees to furnish and transport all labor, equipment, and materials necessary to remove, provide for sampling and then proper disposal of indicated branches and trees as designated by the State. The Governmental Unit will also obtain all necessary insurance, licenses, permits, payment of fees, taxes and administration associated with the performance of this work.
2. The Governmental Unit agrees to have on-site supervisory personnel present at the work site while the work is being performed. The State and the Governmental Unit will identify the branches and trees to be removed by size and number. General work will include and the Governmental Unit agrees to:
 - a) Remove ash trees or portions of ash trees as designated by the State.
 - b) Provide samples of ash trees or portions of ash trees that the State can sample for the presence of EAB.
 - c) Grind out each tree stump to 10" below grade and remove all of the surrounding surface roots within 36" of the circumference of the existing tree stump. Excavate and backfill the stump hole(s) with soil so that it is even with the surrounding terrain. However, stumps in natural areas do not need to be removed and can simply be cut close to grade.
 - d) Pick up and dispose of all fallen branches in areas of tree, yard and surrounding areas. Clean, sweep, and restore to the condition existing prior to the removal operations all areas of paving, lawns, walkways, sidewalks, fixtures, fences, etc. that have been damaged, dirtied, altered or displaced by the tree, or stump removal work. All debris shall be removed from the site.
 - e) Transport all tree(s), stump(s) and chipped material and debris to closest disposal site or as directed by the State.
 - f) Trees and branches will be removed using acceptable industry practices for such removal. Governmental Unit agrees that driveways and alleys are not to be blocked with generated tree or stump debris beyond the time to complete required work on that site.
 - g) The Governmental Unit agrees to perform the work with due care taking precautions against injury to persons, damage to property and interference with vehicular or pedestrian traffic. The Governmental Unit agrees to take necessary precautions to ensure the safety of all persons engaged

in the work of this contract. The Governmental Unit agrees to protect against damage to all existing trees, plants, grass, vegetation and other fixtures.

- h) The Governmental Unit will be responsible for notifying the public utility companies (i.e. telephone, electric, gas, and cable) when needed to ensure the safe removal of the tree to avoid causing fires, shocks or sparks damage to wires, cables, poles, boxes or other equipment owned or operated by the public utility companies. The Governmental Unit will also be responsible for notifying the utility companies as to when service can be restored and to cooperate with the utility companies to ensure service is restored prior to nightfall each day.
- i) The Governmental Unit agrees that equipment, ladders, saws, chippers and tools will not be left unattended. On a nightly basis all equipment and tools will be stored in such manner to ensure that residents and the public do not have access to them.

3 Payment

The State will pay for the total work, plus applicable tax, upon completion of services and receipt of invoice by the Government Unit pursuant to M.L. 2013, Chp.52, Sec. 2, Subd.06cA for the period of 11/1/2014 thru 6/30/2016 up to \$10,000 including tax.

The total obligation of the State under this agreement will not exceed \$10,000.

4 Authorized Representatives

The State's Authorized Representative is Mark Abrahamson, Pest Detection & Response Unit Supervisor, Plant Protection, 625 Robert St W, St Paul, MN 55108, 651-201-6505, mark.abrahamson@state.mn.us, or his/her successor.

The Governmental Unit's Authorized Representative is Mark Maloney, Public Works Director, 4600 Victoria Street N. Shoreview, MN 55126, 651-490-4650, mmaloney@shoreviewmn.gov, or his/her successor.

5 Assignment, Amendments, Waiver, and Contract Complete

- 5.1 *Assignment.* The Governmental Unit may neither assign nor transfer any rights or obligations under this agreement without the prior consent of the State and a fully executed Assignment Agreement, executed and approved by the same parties who executed and approved this agreement, or their successors in office.
- 5.2 *Amendments.* Any amendment to this agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original agreement, or their successors in office.
- 5.3 *Waiver.* If the State fails to enforce any provision of this agreement, that failure does not waive the provision or its right to enforce it.
- 5.4 *Contract Complete.* This agreement contains all negotiations and agreements between the State and the Governmental Unit. No other understanding regarding this agreement, whether written or oral, may be used to bind either party.

6 Liability

The Governmental Unit will indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this agreement by the Governmental Unit or the Governmental Unit's agents or employees. This clause will not be construed to bar any legal remedies the Governmental Unit may have for the State's failure to fulfill its obligations under this agreement.

7 State Audits

Under Minn. Stat. § 16C.05, subd. 5, the Governmental Unit's books, records, documents, and accounting procedures and practices relevant to this agreement are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this agreement.

8 Government Data Practices

The Governmental Unit and State must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch.

13, as it applies to all data provided by the State under this agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Governmental Unit under this agreement. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data referred to in this clause by either the Governmental Unit or the State.

If the Governmental Unit receives a request to release the data referred to in this Clause, the Governmental Unit must immediately notify the State. The State will give the Governmental Unit instructions concerning the release of the data to the requesting party before the data is released.

9 Venue

Venue for all legal proceedings out of this agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

10 Termination

10.1 *Termination.* The State or the Governmental Unit may terminate this agreement at any time, with or without cause, upon 30 days' written notice to the other party.

10.2 *Termination for Insufficient Funding.* The State may immediately terminate this agreement if federal grant funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the Governmental Unit. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Governmental Unit will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State must provide the Governmental Unit notice of the lack of funding within a reasonable time of the State's receiving that notice.

1. STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minn. Stat. §§ 16A.15 and 16C.05.

Signed: Linda K Rowley
Date: 10/29/14

CFMS Contract No. A- 85517 13805

2. GOVERNMENTAL UNIT

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

3. STATE AGENCY

By: _____
(with delegated authority)

Title: _____

Date: _____

4. COMMISSIONER OF ADMINISTRATION
delegated to Materials Management Division

By: _____

Date: _____

Distribution:
Agency
Governmental Unit
State's Authorized Representative - Photo Copy

PROPOSED MOTION

MOVED BY COUNCIL MEMBER: _____

SECONDED BY COUNCIL MEMBER: _____

At the request of the applicant, Kyle Baker, the review period for the conditional use permit application is extended in order to provide the applicant with additional time needed to explore options regarding the proposed accessory structure on their property at 1349 Meadow Avenue. The review period will be extended an additional 90 days and expire on April 1, 2015.

ROLL CALL: AYES _____ **NAYS** _____

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

Regular City Council Meeting

December 1, 2014

TO: Mayor, City Council, City Manager
FROM: Niki Hill, Economic Development and Planning Technician
DATE: November 26, 2014
SUBJECT: File No. 2529-14-19, Conditional Use Permit – Kyle and Colleen Baker – 1349 Meadow Ave

INTRODUCTION AND BACKGROUND

The Planning Commission held the Public Hearing and reviewed the Conditional Use Permit (CUP) at their September 23rd meeting. The Commission also concluded that the structure was consistent with the purpose and intent of the Comprehensive Plan and met the CUP standards per the Development Code as presented. The Commission did modify the conditions to add an additional 20 foot setback to lessen the visual impact on adjoining properties – increasing the proposed 40 foot setback to 60 feet.

The application was tabled from the October 6, 2014 City Council meeting at the request of the applicant and the review period extended to 120 days. The Council directed the application be reviewed again by the Planning Commission since changes to the proposed garage structure was anticipated.

The review period expires January 1, 2015. The applicant has requested the review period be extended another 90 days to provide time needed to develop plans.

STAFF RECOMMENDATION

The proposed request extending the review period the Conditional Use Permit for an additional 90 days is reasonable due to the modifications to the plan. Staff recommends the Conditional Use Permit request review period be extended an additional 90-days to provide the applicant opportunity to develop and submit their plans.

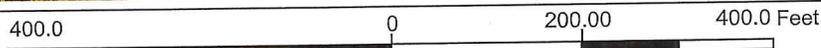
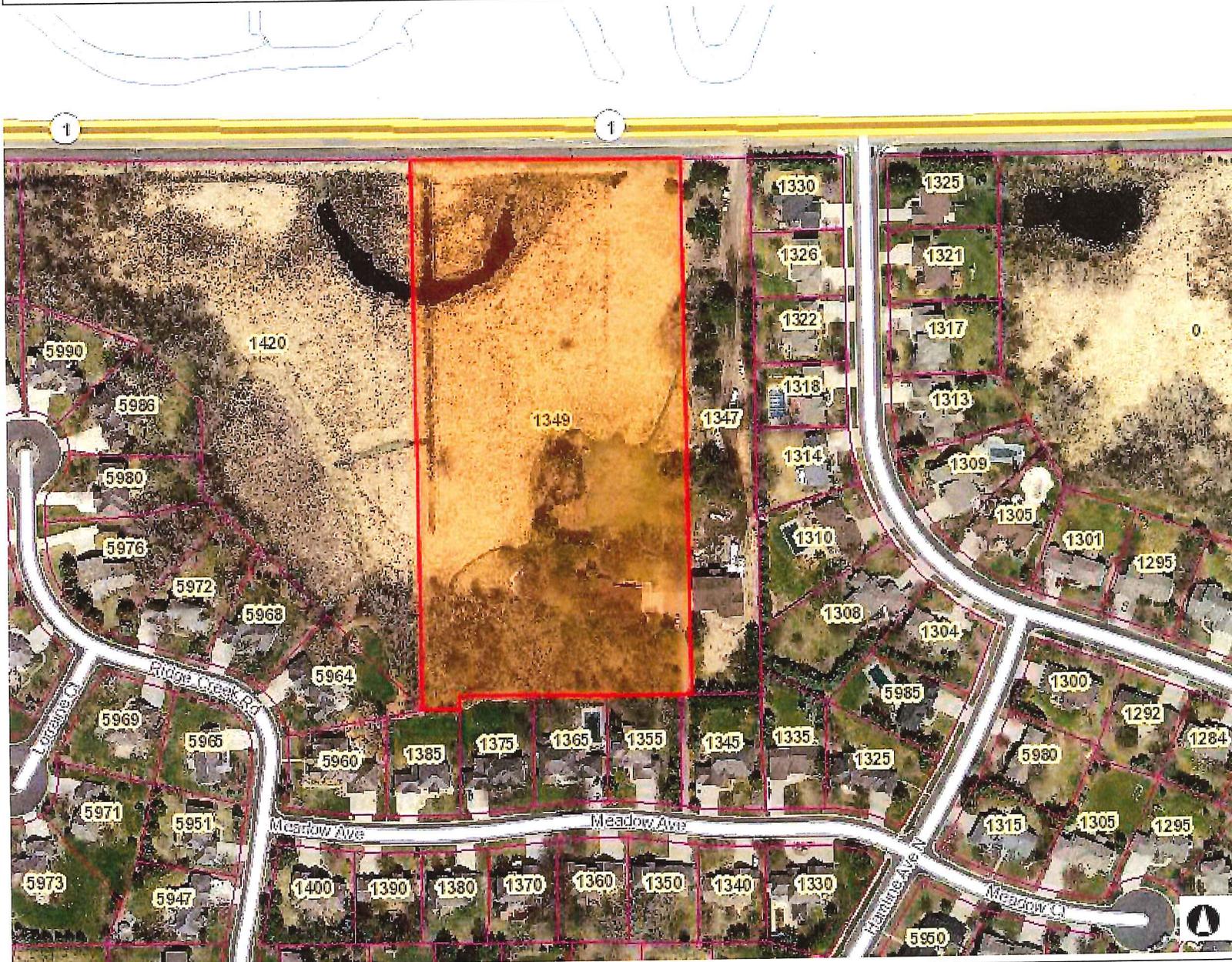
Attachments

- 1) Location Map
- 2) Applicant's Statement
- 3) CC Minutes - October 6, 2014
- 4) Motion

Legend



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



Notes

Conditional Use Permit

----- Forwarded message -----

From: **Kyle Baker** <kylefbaker@gmail.com>
Date: Thu, Nov 20, 2014 at 7:39 AM
Subject: 1349 Meadow Avenue CUP Application Extension
To: Kathleen Castle <kcastle@shoreviewmn.gov>

20 November 2014

Kathleen:

Good morning!

The cold snapped into place far quicker than typical for early November in Minnesota.

We request to please have the CUP application submitted for 1349 Meadow Avenue to remain open for an additional 90 days.

Our plan is to get the final application to the city's liking and then submit for the January meeting, as you advised us as that being the next possible meeting date.

Our understanding is that you would like the plans and write up submitted by the end of December to hit those deadlines.

Thank you in advance once again for all of your help on this process.

Best,

Kyle

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

This motion is based on the following findings:

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

Discussion:

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

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

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

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

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

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

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

Discussion:

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

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

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

Presentation by City Manager Terry Schwerm

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

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

**PROPOSED MOTION
APPROVE MINOR SUBDIVISION**

MOVED BY COUNCIL MEMBER _____

SECONDED BY COUNCIL MEMBER _____

To approve the Minor Subdivision submitted by Mr. Thomas Hipkins for the property at 4693 Hodgson Road. Approval is subject to the following conditions:

1. The minor subdivision shall be in accordance with the plans submitted.
2. Public drainage and utility easements shall be dedicated to the City as required by the Public Works Director. The applicant shall be responsible for providing legal descriptions for all required easements. Easements shall be conveyed before the City will endorse deeds for recording.
3. Said parcel shall be combined with the property to the west at 4694 Mackubin Street.
4. This approval shall expire after one year if the subdivision has not been recorded with Ramsey County.

Said approval is based on the following findings of fact:

1. The subdivision is consistent with the policies of the Comprehensive Plan regarding land use.
2. The proposed lots conform to the adopted City standards for the R1, Detached Residential Zoning District.

ROLL CALL: AYES _____ NAYS _____

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

Regular City Council Meeting
December 1, 2014

TO: Mayor, City Council, City Manager
FROM: Kathleen Castle, City Planner
DATE: November 24, 2014
SUBJECT: File No. 2552-14-42 Thomas Hipkins - Minor Subdivision, 4693 Hodgson Road/4694 Mackubin Street

INTRODUCTION

Mr. Thomas Hipkins has submitted a minor subdivision application to divide off the rear portion of the property at 4693 Hodgson Road so it can be combined with the adjoining property at 4694 Hodgson Road.

This application was complete as of October 30, 2014.

PROJECT DESCRIPTION

The property at 4693 Hodgson Road is currently developed with a single-family residential structure, detached garage, driveway and other ancillary site improvements. The property has a lot area of 1.31 acres (57,063.6 square feet) and a width of 109.82 feet along Hodgson Road. Adjacent land uses include low density single-family residential to the north, west and south and high density senior housing to the east.

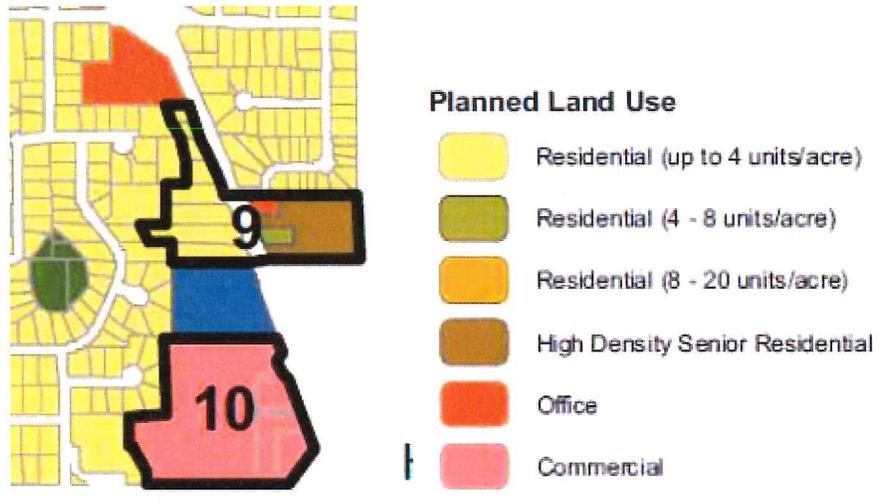
The property at 4694 Mackubin Street is directly west of this property and is also developed with a single-family residential home. This parcel has a lot area of .49 acres (21,344.4 square feet) and a lot width of 120.37 feet along Mackubin Street.

The applicant is proposing to divide off the rear portion of the property (19,939.6 square feet) so it can be combined with the property at 4694 Mackubin Street. This area will continue to be used as yard area for the single-family residential use.

COMPREHENSIVE PLAN

The Comprehensive Plan designates this property for low and medium density residential use. This property is also in Policy Development Area #9, Hodgson Road Residential Area. The low-density land use designation recognizes the existing single-family residential land uses as an appropriate use; however, the Plan also recognizes that these uses may transition to other low and medium residential uses due to changes in the transportation corridor and redevelopment of other properties along Hodgson Road. Policies address the redevelopment of this area and include low to medium density residential or office use provided it is residential in scale.

The proposed subdivision maintains the existing low-density residential land uses and in Staff's opinion will not compromise the future redevelopment of this PDA. If the land uses along Hodgson Road do transition, the property at 4694 Mackubin Street will have a larger lot area that may act as a buffer.



MINOR SUBDIVISION

Development Ordinance Requirements. Minor subdivisions require review by the Planning Commission and approval by the City Council. Minor subdivisions must be reviewed in accordance with subdivision and zoning district standards in the Development Regulations.

The City's subdivision standards require all lots to front on a publicly dedicated right-of-way. Municipal sanitary sewer and water must be provided to the resulting lots. These standards also require 5-foot public drainage and 10-foot utility easements along property lines where necessary. Public drainage and utility easements are also required over infrastructure, watercourses and floodways.

The property is zoned R1, Detached Residential, as are the adjacent properties. In this zoning district, the lot standards require a minimum lot area of 10,000 square feet and a width of 75 feet. Regarding structure setbacks, a minimum setback of 30 feet is required from the rear property line. Accessory structures, including the attached garage, must maintain a minimum setback of 10-feet from a rear lot line.

STAFF REVIEW

Lot Standards

The proposed parcels comply with the minimum lot standards for parcels in the R1 zoning district. The structures also comply with the minimum 30-foot setback requirement from a rear property line. Below is a table summarizing the proposed lots to the zoning requirements:

	Requirements	Parcel A (4694 Mackubin Street)	Parcel 2 (4693 Hodgson Road)
Area:	10,000 sf	30,930 sf	37,124 sf
Width:	75 feet	120.37 feet	109.82 feet
Depth:	125 feet	329.2feet	368.2 feet

Municipal Utilities

Municipal sanitary sewer and water service are already provided to each property and will not be affected by the proposed subdivision. The standard drainage and utility easements along the property lines will be required.

PUBLIC COMMENT

Property owners within 350 feet were notified of the applicant’s request. No comments have been received.

PLANNING COMMISSION REVIEW

The Planning Commission reviewed this request at their November 18th meeting. The Commission did discuss the proposed location of the rear lot line and the PDA. The location of the rear lot line is in line with the property to the south and allows a mature tree to be transferred over to the property at 4694 Mackubin Street. The Commission did concluded that this proposal will not affect the PDA and is consistent with the Development Code. The Commission recommended approval to the City Council with a 6 to 0 vote.

STAFF RECOMMENDATION

The minor subdivision application has been reviewed in accordance with the standards of the Development Regulations and found to be in compliance with these standards. The proposed subdivision is also consistent with the Comprehensive Plan land use designation and will not compromise future redevelopment in Policy Development Area #9. Staff is recommending the City Council approve the request, subject to the following conditions:

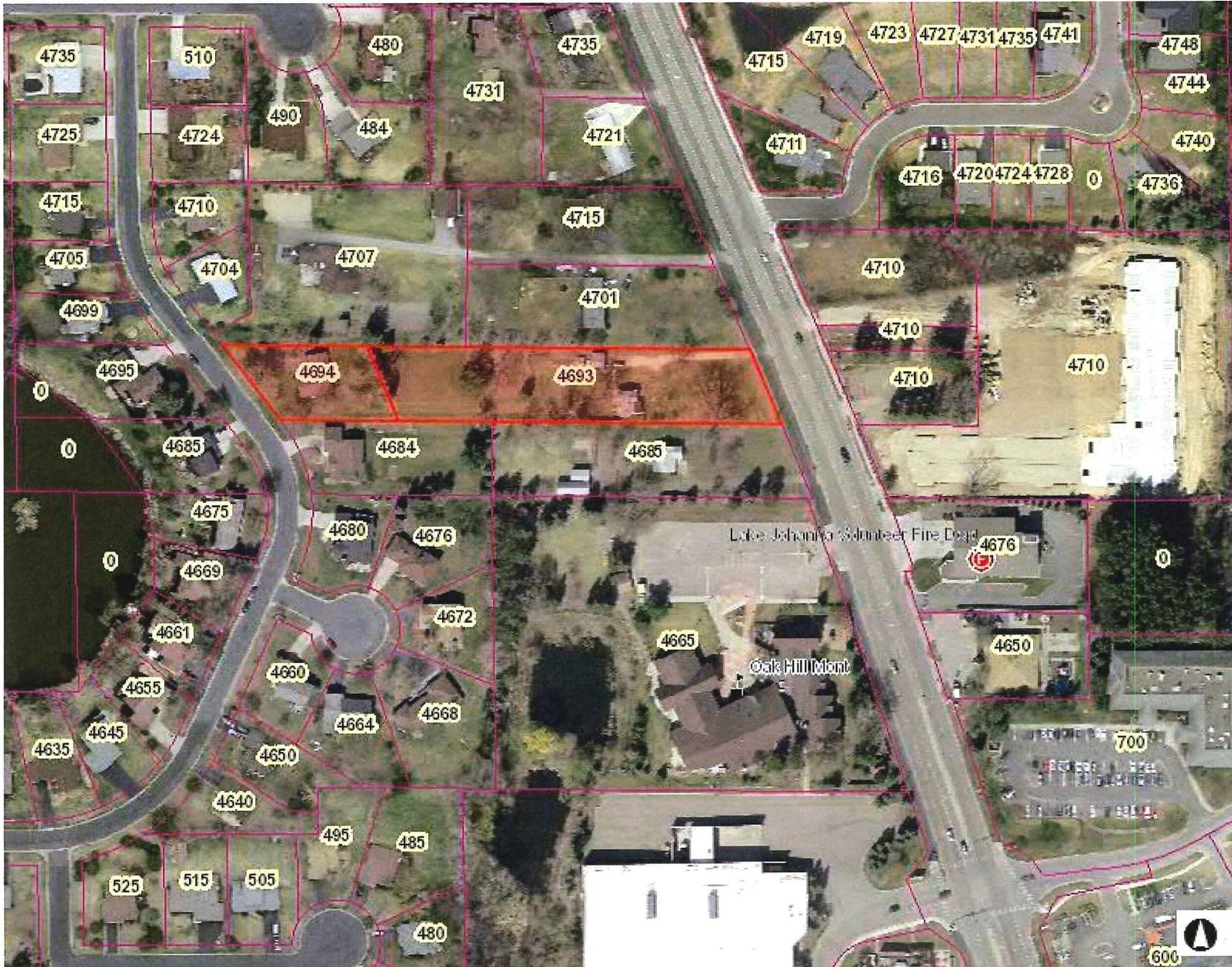
1. The minor subdivision shall be in accordance with the plans submitted.
2. Public drainage and utility easements shall be dedicated to the City as required by the Public Works Director. The applicant shall be responsible for providing legal descriptions for all required easements. Easements shall be conveyed before the City will endorse deeds for recording.

Hipkins
4693 Hodgson Road
File No. 2552-14-42
Page 4

3. Said parcel shall be combined with the property to the west at 4694 Mackubin Street.
4. This approval shall expire after one year if the subdivision has not been recorded with Ramsey County.

Attachments

- 1) Site Aerial Photo
- 2) Submitted Statement and Plans
- 3) Motion



Legend



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

400.0 0 200.00 400.0 Feet

NAD_1983_HARN_Adj_MN_Ramsey_Feet
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THIS MAP IS NOT TO BE USED FOR NAVIGATION

Notes

Minor Subdivision

OVERALL DESCRIPTION OF PROPERTY SURVEYED

(based on Deed Document No. A04513614 and Plat of HIPKINS ADDITION)

Lots 1 and 2, Block 2, HIPKINS ADDITION, Ramsey County, Minnesota.

And

That part of Lot 2, Block 2, PRACHAR ADDITION, Ramsey County, Minnesota, lying easterly of a line beginning at a point on the south line of said Lot 2, distant 113.2 feet east from the Southwest corner thereof and ending at a point on the north line of said Lot 2, distant 127.0 feet east of the Northwest corner thereof.

Lying northerly of a line described as commencing at the northeast corner of the Southwest Quarter of Section 13, Township 30, Range 23, being a cast iron monument set by the Ramsey County Surveyor on June 10, 1992 in the location of a found granite monument; thence South 0 degrees 49 minutes 42 seconds [East], assumed bearing along the east line of said Southwest Quarter of section 13 a distance of 1227.22 feet to the point of beginning of the line to be described; thence North 89 degrees 22 minutes 40 seconds West a distance of 1001.67 feet to the west line of the above described property and said line there terminating.

Note: The deed description contains an erroneous bearing of South 0 degrees 49 minutes 42 seconds West. The correction is shown in brackets.

PROPOSED DESCRIPTION FOR PROPERTY TO BE TRANSFERRED

That part of Lot 2, Block 2, HIPKINS ADDITION, Ramsey County, Minnesota, lying westerly of a line described as commencing at the northwest corner of said Lot 2; thence easterly, along the north line of said Lot 2, a distance of 171.53 feet to the point of beginning of the line to be described; thence southerly deflecting right 90 degrees 03 minutes 23 seconds 93.19 feet to the south line of said Lot 2 and said line there terminating.

PROPOSED DESCRIPTION FOR "PARCEL A"

Lot 1, Block 2, HIPKINS ADDITION, Ramsey County, Minnesota, and that part of Lot 2, said Block 2, lying westerly of a line described as commencing at the northwest corner of said Lot 2; thence easterly, along the north line of said Lot 2, a distance of 171.53 feet to the point of beginning of the line to be described; thence southerly deflecting right 90 degrees 03 minutes 23 seconds 93.19 feet to the south line of said Lot 2 and said line there terminating.

PROPOSED DESCRIPTION FOR "PARCEL B"

That part of Lot 2, Block 2, HIPKINS ADDITION, Ramsey County, Minnesota, lying easterly of a line described as commencing at the northwest corner of said Lot 2; thence easterly, along the north line of said Lot 2, a distance of 171.53 feet to the point of beginning of the line to be described; thence southerly deflecting right 90 degrees 03 minutes 23 seconds 93.19 feet to the south line of said Lot 2 and said line there terminating.

And

That part of Lot 2, Block 2, PRACHAR ADDITION, Ramsey County, Minnesota, lying easterly of a line beginning at a point on the south line of said Lot 2, Block 2, PRACHAR ADDITION, distant 113.2 feet east from the Southwest corner thereof and ending at a point on the north line of said Lot 2, distant 127.0 feet east of the Northwest corner thereof, Lying northerly of a line described as commencing at the northeast corner of the Southwest Quarter of Section 13, Township 30, Range 23, being a cast iron monument set by the Ramsey County Surveyor on June 10, 1992 in the location of a found granite monument; thence South 0 degrees 49 minutes 42 seconds East, assumed bearing along the east line of said Southwest Quarter of section 13 a distance of 1227.22 feet to the point of beginning of the line to be described; thence North 89 degrees 22 minutes 40 seconds West a distance of 1001.67 feet to the west line of the above described property and said line there terminating.

GENERAL NOTES

- 1.) This survey was prepared without the benefit of current title work. Easements, appurtenances, and encumbrances may exist in addition to those shown hereon. This survey is subject to revision upon receipt of a current title insurance commitment or attorney's title opinion.
- 2.) Adjoining ownership information shown hereon was obtained from the Ramsey County Property Tax information web site. Ownership information is subject to revision upon receipt of a title search by a title insurance company.
- 3.) Survey coordinate basis: Ramsey County Coordinate Datum NAD 83, 1989 Adjustment

UTILITY NOTES

- 1.) Utility information from plans and markings was combined with observed evidence of utilities to develop a view of the underground utilities shown hereon. However, lacking excavation, the exact location of underground features cannot be accurately, completely and reliably depicted. Where additional or more detailed information is required, excavation may be necessary.
- 2.) Visible above ground evidence of utilities is shown hereon per field location. This survey does not purport to show any underground utilities.
- 3.) Other underground utilities of which we are unaware may exist. Verify all utilities critical to construction or design.
- 4.) Some underground utility locations are shown as marked onsite by those utility companies whose locators responded to our Gopher State One Call, ticket number 142454171.
- 5.) Contact GOPHER STATE ONE CALL at 651-454-0002 (800-252-1166) for precise onsite location of utilities prior to any excavation.

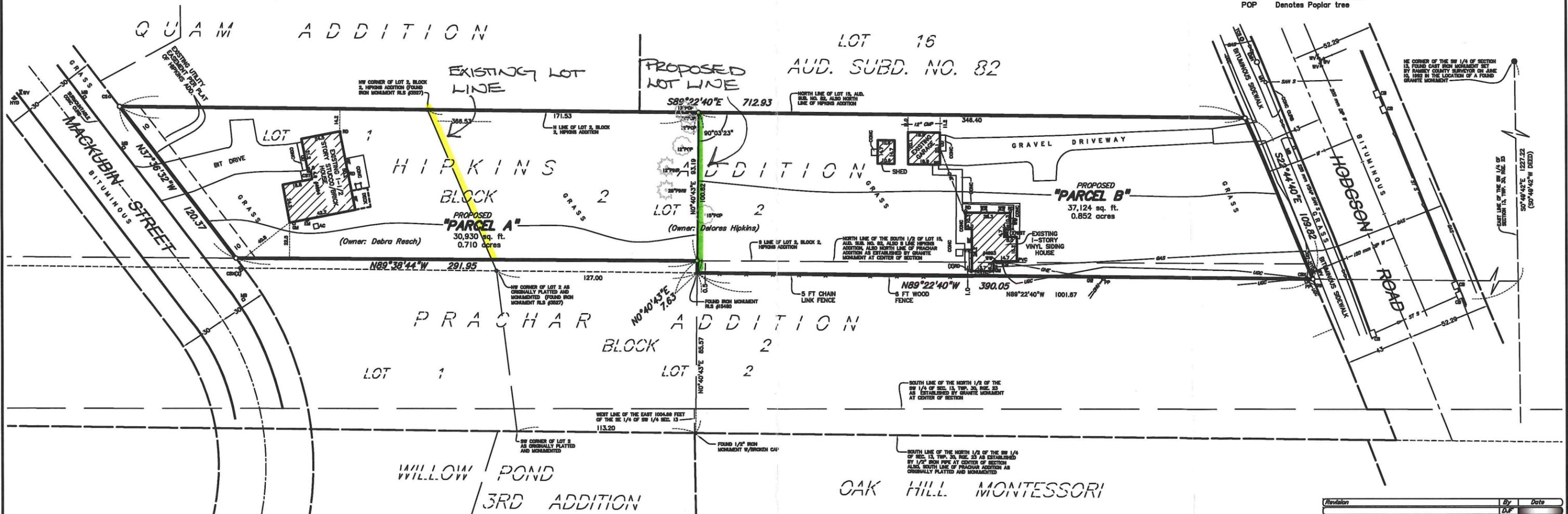
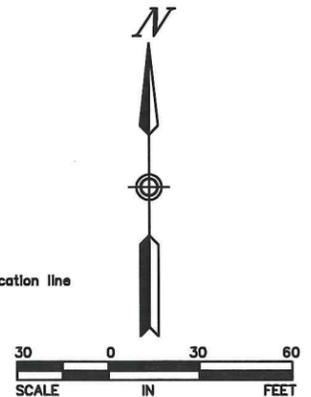
ZONING NOTES

- 1.) Zoning information obtained from the City of Shoreview web site on September 24, 2014. The subject property is zoned R1-Detached Residential.
- 2.) The setbacks for zone R1-Detached Residential are:

Dwelling and accessory structures shall have a front yard setback of at least twenty-five (25) feet but in no event more than forty (40) feet. The side yard setback shall be a minimum of ten (10) feet except that side yards adjoining a street right-of-way shall be treated as a front yard for purposes of setback requirements. The rear yard setback shall be a minimum of thirty (30) feet. Zero lot line developments are permitted if consistent with adjacent land uses.

LEGEND

○	Denotes Iron monument set marked with P.L.S. No. 44900
●	Denotes found iron monument
AC	Denotes air conditioner
BE	Denotes building entrance
CB	Denotes catch basin
CBOX	Denotes control box
CBX	Denotes communication box
CMP	Denotes corrugated metal pipe
CS	Denotes curb stop
CST	Denotes concrete steps
DIP	Denotes ductile iron pipe
EM	Denotes electric meter
EMH	Denotes electric manhole
GM	Denotes gas meter
GW	Denotes guy wire
HYD	Denotes fire hydrant
MB	Denotes mailbox
MH	Denotes manhole
OD	Denotes overhead door
OHE	Denotes overhead electric line
OHU	Denotes overhead utilities
PP	Denotes power pole
PVC	Denotes polyvinylchloride pipe
RD	Denotes roof drain
SAN S	Denotes sanitary sewer
ST S	Denotes storm sewer
TCS	Denotes traffic control sign
UGC	Denotes underground communication line
VCP	Denotes vitrified clay pipe
W	Denotes water line
WST	Denotes wood steps
WV	Denotes water valve
WW	Denotes window well
PINR	Denotes Red Pine tree
PINW	Denotes White Pine tree
POP	Denotes Poplar tree



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

Dated this 10th day of October, 2014

SUNDE LAND SURVEYING, LLC.

By: *Alex J. Carlson*
Alex J. Carlson, P.L.S. Minn. Lic. No. 44900

Revision	By	Date
	DF	
Drawing Title: MINOR SUBDIVISION FOR: THOMAS HIPKINS		
Main Office: 9001 East Bloomington Freeway (35W) - Suite 118 Bloomington, Minnesota 55420-3435 952-881-2455 (Fax: 952-885-9529)		West Office: Mandan, North Dakota 701-863-5582
Project: 2014-151	Blk/Pg: 500/32	Date: 10/10/2014
Township: 30	Range: 23	Section: 13
File: 2014151001.dwg		Sheet: 1 of 1

**PROPOSED MOTION
APPROVE FINAL PLAT AND PUD AMENDMENT**

MOVED BY COUNCIL MEMBER _____

SECONDED BY COUNCIL MEMBER _____

To approve Lexington Estates Two Townhomes Association, Inc.'s request for the final plat, Serene Hills Estates Plat Five, and the amendment to the approved Planned Unit Development. The City will not sign or release the Final Plat until the required easement with the Lexington Estates Association is executed. Said approval is subject to the following conditions:

1. Approval of the Final Plat and amendment to the PUD shall expire within one year of the date approved by the City Council.
2. Prior to the City's release of the Final Plat for recording, the Public Right-of-Way Use Agreement shall be executed between the City and the Association.

This approval is based on the following findings:

1. The use and development was approved as a PUD - Planned Unit Development District. The underlying zoning designation is R-2, Attached Residential.
2. The use and proposed alterations are consistent with the Comprehensive Plan, Chapter 4, Land Use and Chapter 7, Housing.
3. This conversion of the street to public roadway is consistent with the City's subdivision standards that require all streets be publically dedicated.
4. Royal Court complies with the established criteria for the conversion of private streets to public streets, provided an easement is executed with the Lexington Estates Association for that portion of the street located on their property. Said easement shall be executed prior to the City's signature on and release of the Final Plat.

ROLL CALL: AYES _____ NAYS _____

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

Regular City Council Meeting
December 1, 2014

TO: Mayor, City Council, City Manager
FROM: Kathleen Castle, City Planner
DATE: November 24, 2014
SUBJECT: File No. 2557-14-47, Lexington Estates II Townhomes Association, Inc. – Final Plat and Amendment to Planned Unit Development – Final Stage

Introduction

At the November 3rd City Council meeting, the Council approved the preliminary plat and an amendment to the planned unit development for Lexington Estates Two Townhome Association, Inc. The common areas of the townhome development, including the private roadway and parking areas are being re-platted and dedicated to the City as public right-of-way. The Association is now asking the City Council to approve the Final Plat and Final PUD.

Background

The Lexington Estates Two townhome development is east of Lexington Avenue and north and west of Royal Oaks Drive. The development, constructed in 1986, consists of 21 rambler-style dwellings located in two and three unit buildings. Access to the development is off of Royal Oaks Drive via a private street, Royal Court.

The homeowner's association, Lexington Estates Two Townhomes Association approached the City in 2013 regarding the conversion of the private street and parking areas to public right-of-way. This request stems from the rising maintenance costs and the Association's desire to stabilize their long-term maintenance costs. The Council concluded that this proposal is consistent with the City's Street Conversion policy and approved the preliminary plat and amendment to the planned unit development at the February 7th City Council meeting. A condition was added to this approval requiring the Association to enter into an agreement with the City that states the Association will comply with the City's parking regulations for all City streets.

Final Plat and Final PUD

The Final Plat and PUD have been reviewed and found to be consistent with the previous Preliminary Plat and PUD. The proposed plat identifies those areas that would be dedicated as public right-of-way and includes the parking areas. A Public Right of Way Use agreement has been drafted by the City Attorney that clarifies the City's intent to maintain the roadway in the same manner as it does other City public streets and that the roadway is subject to the City's overnight parking and snowplowing regulations. A copy of the agreement is attached.

The City Attorney is also working with the neighboring association, Lexington Estates Association regarding an easement for that portion of the Royal Court roadway that extends onto their property. The Lexington Estates Association has agreed to convey this easement to the City. The City will not sign or release the Final Plat until this easement is executed.

Recommendation

The submitted Final Plat and PUD are consistent with the City's previous approvals for the preliminary plat and PUD. Staff recommends the City Council approve the Final Plat, Serene Hills Estates Plat 5, the amended Planned Unit Development and Public Right-of-Way Use Agreement, subject to the following conditions:

1. Approval of the Final Plat and amendment to the PUD shall expire within one year of the date approved by the City Council.
2. Prior to the City's release of the Final Plat for recording, the Public Right-of-Way Use Agreement shall be executed between the City and the Association.

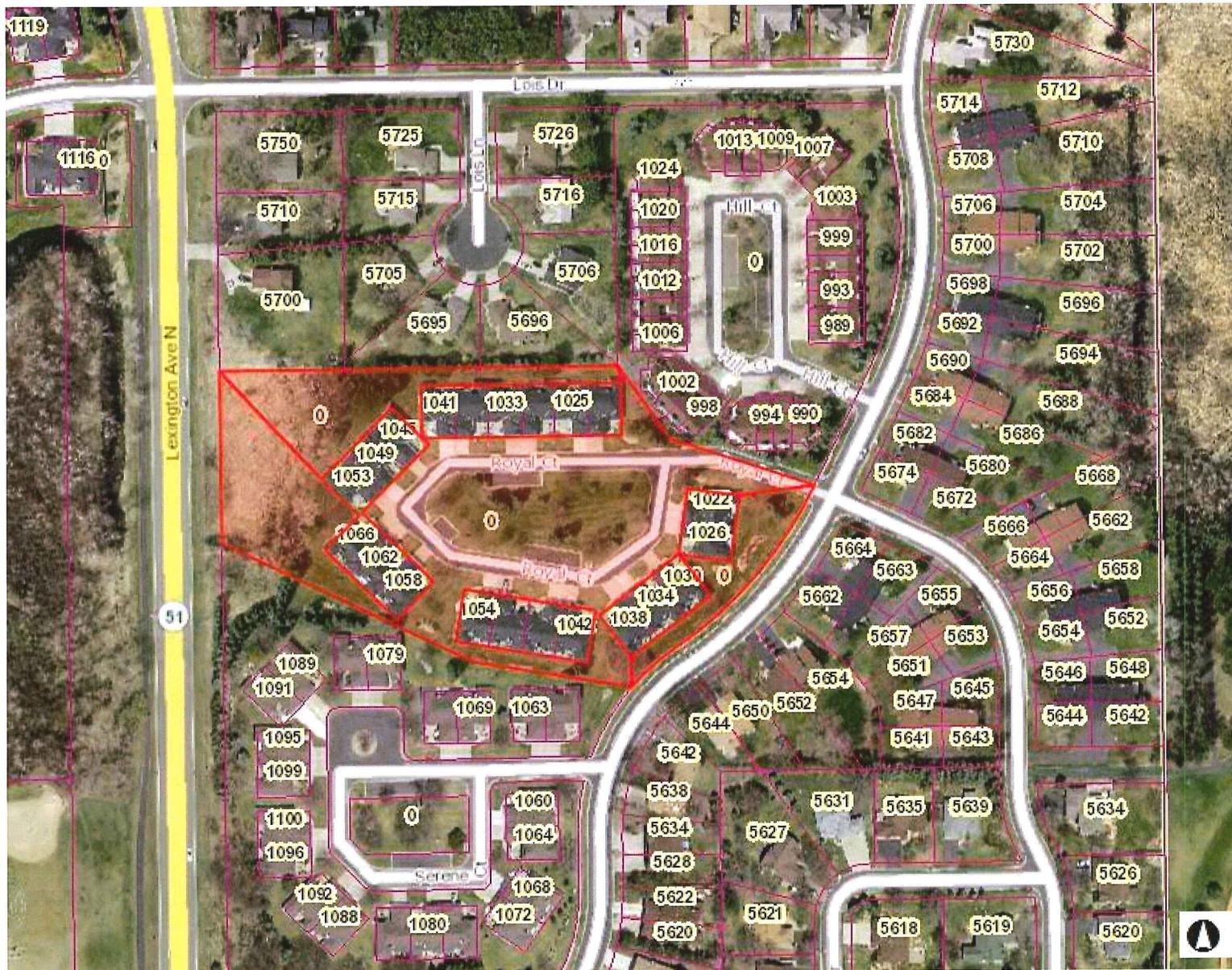
Attachments

1. Location Map
2. Proposed Final Plat, Serene Hills Estate Plat Five
3. Public ROW Use Agreement
4. Motion

Legend



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



Notes

400.0 0 200.00 400.0 Feet

NAD_1983_HARN_Adj_MN_Ramsey_Feet
 © Ramsey County Enterprise GIS Division

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THIS MAP IS NOT TO BE USED FOR NAVIGATION

PRELIMINARY COPY
PRINTED ON 11-18-2014

SERENE HILLS ESTATES PLAT FIVE

KNOW ALL MEN BY THESE PRESENTS: Lexington Estates II Townhome Association Two, Inc., a Minnesota non-profit corporation, fee owner of the following described property situated in the City of Shoreview, County of Ramsey, State of Minnesota:

Lot 22, Block 1, SERENE HILLS ESTATES PLAT TWO

Have caused the same to be surveyed and platted as SERENE HILLS ESTATES PLAT FIVE and do hereby dedicate to the public for public use forever the public way as shown on this plat.

In witness whereof said Lexington Estates II Townhome Association Two, Inc., a Minnesota non-profit corporation, has caused these presents to be signed by its proper officer this _____ day of _____ 20____

Signed: Lexington Estates II Townhome Association Two, Inc.

_____, President
E. Dale Birkeland

STATE OF MINNESOTA
COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____ 20____
by E. Dale Birkeland as President of Lexington Estates II Townhome Association Two, Inc., a Minnesota non-profit corporation, on behalf of the corporation.

Notary Public, _____ County, Minnesota
My Commission Expires _____

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

Dated this _____ day of _____ 20____

Jason E. Rud, Land Surveyor
Minnesota License No. 41578

STATE OF MINNESOTA
COUNTY OF _____

The foregoing Surveyor's Certificate was acknowledged before me this _____ day of _____ 20____, by Jason E. Rud, a Licensed Land Surveyor.

Notary Public, _____ County, Minnesota
My Commission Expires January 31, 20____

CITY OF SHOREVIEW

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

_____, Mayor _____, City Clerk

DEPARTMENT OF PROPERTY RECORDS AND REVENUE

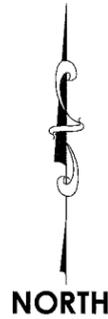
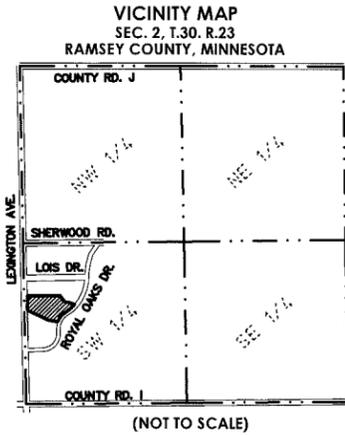
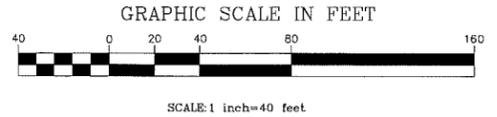
Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year _____ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfers entered this _____ day of _____ 20____

_____, Director By _____, Deputy
Property Records and Revenue

County Surveyor

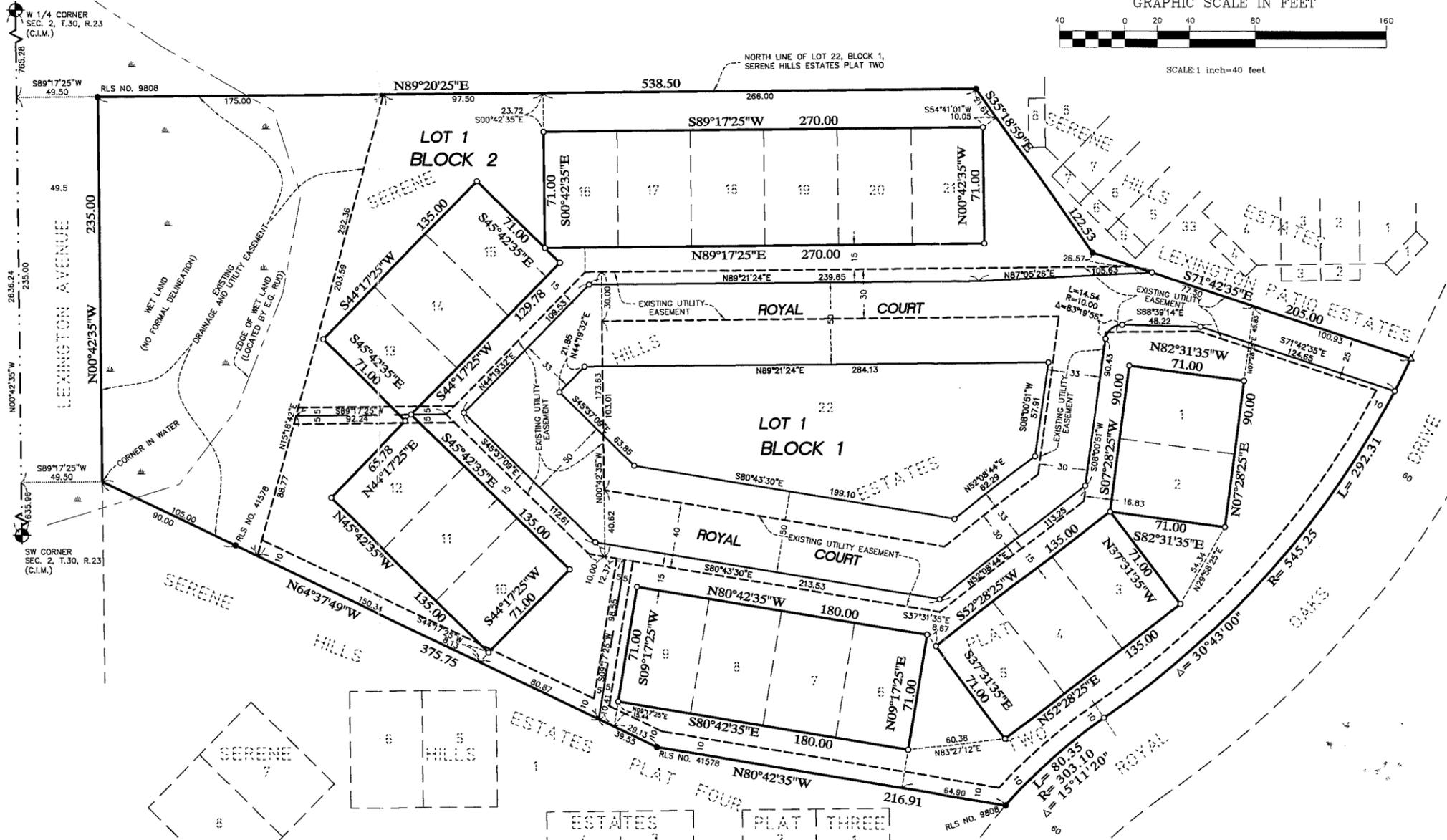
I hereby certify that this plat complies with the requirements of Minnesota Statutes, Section 505.021, and is approved pursuant to Minnesota Statutes, Section 383A.42, this _____ day of _____ 20____

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



- △ Denotes set PK nail with metal disk marked RLS 41578.
- Denotes set 1/2 inch by 14 inch iron pipe monument marked RLS 41578.
- Denotes a 1/2 inch iron pipe monument found, as labeled, unless otherwise noted.

For the purposes of this plat the north line of Lot 22, Block 1, SERENE HILLS ESTATES PLAT TWO, Ramsey County, Minnesota, is assumed to have a bearing of North 89 degrees 20 minutes 25seconds East.



DRAFT

**PUBLIC RIGHT-OF-WAY USE AGREEMENT
CITY OF SHOREVIEW
LEXINGTON ESTATES TWO TOWNHOMES ASSOCIATION INC.**

- 1.0 Parties. This Public Right-of-Way Use Agreement (“Agreement”) is entered into the 1st day of December, 2014, by and between the City of Shoreview, a Minnesota statutory city (“City”) and the Lexington Estates Two Townhomes Association, Inc., a non-profit corporation (“Association”).
- 2.0 Recitals.
- A. The Association is the record fee owner of Lot 22, Block 1, Serene Hills Estates Plat Two (“Property”), which is located within the City.
- B. The Association has requested that the City approve a preliminary and final plat of the Property which, if approved, would divide the Property into the following parcels:
1. Lot 1, Block 1, Serene Hills Estates Plat Five (“Public Right-of-Way”);
and
 2. Lot 1, Block 2, Serene Hills Estates Plat Five (“Common Area”).
- C. The Property is currently subject to that certain Declaration of Covenants, Restrictions and Easements for Lexington Estates Two Townhomes Association dated _____ and recorded on _____ as Document No. _____, Ramsey County Records (“Original Declaration”); as amended by document dated _____ and recorded on _____ as Document No. _____, Ramsey County Records (“Amended Declaration”).
- D. Section 4.3(e) of the Original and Amended Declarations provides as follows”
- Section 4.3. Extent of Owner’s Easements. Except as otherwise provided herein, the rights and easements created hereby and the title of the Association to the Common Property shall be subject to the following:
- (e) The right of the Owner’s to use the parking spaces; and
- E. On the 3rd day of November, 2014 the Shoreview City Council approved the preliminary plat of Serene Hills Estates Plat Five subject to the condition that the Association and its members agree to comply with the City’s parking regulations.

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

to authorize the Mayor and City Manager to execute ICWC Contract with the Minnesota Department of Corrections for the provision of a full time offender work crew for 2015.

ROLL CALL: AYES ____ NAYS ____

JOHNSON	_____	_____
QUIGLEY	_____	_____
WICKSTROM	_____	_____
WITHHART	_____	_____
MARTIN	_____	_____

REGULAR COUNCIL MEETING
December 1, 2014

TO: MAYOR, CITY COUNCIL, AND CITY MANAGER
FROM: MARK MALONEY, PUBLIC WORKS DIRECTOR
DATE: DECEMBER 1, 2014
SUBJ: AUTHORIZE CONTRACT – MN. DEPT. OF CORRECTIONS (DOC)

INTRODUCTION

The adopted 2014-2015 budget includes funding for outsourced labor activities. The City has negotiated a contract with the Minnesota Department of Corrections (DOC) for a full time offender work crew and supervisor for 2015. City Council authorization for the contract is requested at this time.

DISCUSSION

The City has utilized a fulltime work crew provided by the Department of Corrections since 2011. This crew has performed the general maintenance and cleaning of the Maintenance Center which has allowed the City to eliminate a contract with an outside cleaning firm. In addition, the work crew performs routine labor functions that support both Public Works and Parks Maintenance activities throughout the year including painting fire hydrants, tree and brush removal, rain garden plantings, roadway median clean-up, clearing walkways and transit stop facilities during the winter, etc. The proposed 2015 budget anticipates the continued use of this resource in areas of city responsibility including Park and Trail Maintenance, Forestry and cleaning services for the Maintenance Center. The total negotiated value of the contract is \$82,511, which reflects a small increase from 2014 due to the salary increase for the crew leader. A copy of the proposed contract is attached for reference.

RECOMMENDATION

City Council authorization for execution of the contract with the Minnesota Department of Corrections is requested at this time.

STATE OF MINNESOTA INCOME CONTRACT

This contract is between the State of Minnesota, acting through its Commissioner of Corrections, Institution Community Work Crew Program ("State"), and the City of Shoreview, 4600 Victoria Street North, Shoreview, Minnesota 55126 ("Purchaser").

Recitals

1. Under Minn. Stat. §241.278 the State is empowered to enter into income contracts.
2. The Purchaser is in need of an Institution Community Work Crew (ICWC) on an as needed basis.
3. The State represents that it is duly qualified and agrees to provide the services described in this contract, if a ICWC is available when requested by Purchaser.

Contract

1 Term of Contract

- 1.1 **Effective date:** January 1, 2015, or the date the State obtains all required signatures under Minnesota Statutes Section 16C.05, subdivision 2, whichever is later.
- 1.2 **Expiration date:** December 31, 2015, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

2 State's Duties

The State will:

- 2.1 Provide a crew leader who will supervise up to ten (10) offender crewmembers during four (4) 10-hour days per week, including the hours crew leaders spend for daily preparation, communication and travel. The crew leader will take directions as to the location and nature of the work to be completed on a given day as requested by the Purchaser's Authorized Representative or designee.
- 2.2 Train each work crew in safety principles and techniques set forth by applicable federal, state and local agency requirements. Purchaser agrees that the State has the authority to refuse selected projects if it considers the projects beyond the skill level of the crewmembers and/or unsafe to perform.
- 2.3 Provide required personal safety equipment and clothing needed for specific work.
- 2.4 Screen projects to ensure that appropriate staff are assigned.
- 2.5 Submit reports to the Purchaser upon request.

3 Purchaser's Duties

The Purchaser will

- 3.1 Obtain all necessary permits or licenses or special authority for all projects that utilize ICWC labor.
- 3.2 Assign all work and coordinate material purchases and delivery through the ICWC crew leader for projects to be performed by the State.
- 3.3 Hire any subcontractors utilized in the project.
- 3.4 Provide utilities at the work site and set up accounts for the purchase of materials and rental of specialized tools or equipment needed for the work.
- 3.5 Meet with the State as necessary to provide project information needed by the State in the performance of its' duties.

4 Payment

The Purchaser will pay the State for all services performed by the State under this contract as follows: Payment shall be made by the Purchaser to the State in the amount of forty-one thousand two hundred fifty-five and 50/100 dollars (\$41,255.50) on March 1, 2015, forty-one thousand two hundred fifty-five and 50/100 dollars (\$41,255.50) on September 1, 2015. Any overtime hours will be billed at the rate of sixty-seven and 50/100 dollars (\$67.50) per hour.

The total obligation of the Purchaser for all compensation and reimbursements to the State under this contract is eighty two thousand and five hundred eleven and 00/100 dollars (\$82,511.00), plus any additional overtime hours, as its share of the cost of providing a crew leader and placing the work crews into service on the ICWC Program during the term of this agreement. The Purchaser's share includes time scheduled for training, vacation, sick leave and holidays based on the terms and condition of the crew leaders AFSCME bargaining agreement.

5 Authorized Representatives

The State's Authorized Representative is Terry Byrne, District Supervisor, or his successor.

The Purchaser's Authorized Representative is Mark Maloney, Public Works Director/City Engineer, or his successor.

6 Amendments, Waiver, and Contract Complete

6.1 **Amendments.** Any amendment to this contract must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original contract, or their successors in office.

6.2 **Waiver.** If the State fails to enforce any provision of this contract, that failure does not waive the provision or its right to enforce it.

6.3 **Contract Complete.** This contract contains all negotiations and agreements between the State and the Purchaser. No other understanding regarding this contract, whether written or oral, may be used to bind either party.

7 Liability

Each party will be responsible for its own acts and behavior and the results thereof.

8 Government Data Practices

The Purchaser must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data provided by the State under this contract. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data referred to in this clause by either the Purchaser or the State.

If the Purchaser receives a request to release the data referred to in this Clause, the Purchaser must immediately notify the State. The State will give the Purchaser instructions concerning the release of the data to the requesting party before the data is released.

9 Publicity

Any publicity regarding the subject matter of this contract must not be released without prior written approval from the State's Authorized Representative.

10 Audit

Under Minn. Stat. § 16C.05, subd. 5, the Purchaser's books, records, documents, and accounting procedures and practices relevant to this contract are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a total of six years.

11 Governing Law, Jurisdiction, and Venue

Minnesota law, without regard to its choice-of-law provisions, governs this contract. Venue for all legal proceedings out of this contract, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

12 Termination

Either party may terminate this agreement at any time, with or without cause, upon 30 days' written notice to the other party.

1. PURCHASER

The Purchaser certifies that the appropriate person(s) have executed the contract on behalf of the Purchaser as required by applicable articles, bylaws, resolutions, or ordinances.

By
Title
Date

By
Title
Date

2. STATE AGENCY

With delegated authority

By
Title
Date

3. Commissioner of Administration

As delegated to Materials Management Division

By
Date

Distribution
DOC Financial Services Unit – Original (fully executed) contract
Purchaser
State’s Authorized Representative
Budget Officer of Authorized Representative
Department of Administration – Materials Management Division

PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

To appoint the following individuals to the Human Rights Commission to serve as student representatives.

Human Rights Commission

Sabrina Chu, Irondale High School

Sunny Chen, Mounds View High School

ROLL CALL: AYES _____ NAYS _____

JOHNSON	_____	_____
QUIGLEY	_____	_____
WICKSTROM	_____	_____
WITHHART	_____	_____
MARTIN	_____	_____

Regular Council Meeting

December 1, 2014

TO: MAYOR AND COUNCIL

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

DATE: DECEMBER 1, 2014

SUBJECT: APPOINTMENTS TO THE HUMAN RIGHTS COMMISSION

BACKGROUND

The City Council appoints members to citizen advisory committees and commissions. As part of this process, the Human Rights Commission had a vacancy for a student representative. The Commission received two applicants, one from Mounds View High School and one from Irondale High School. In 2007, the City amended the ordinance to allow youth representatives from both local area high schools to serve on the commission.

DISCUSSION

The Human Rights Commission (HRC) has had a student representative vacancy since July of this year. After the City advertised for vacancies two applications were received. The Commission held interviews at their November meeting and interviewed both candidates:

Sabrina Chu – Irondale High School

Sunny Chen – Mounds View High School

Although the City Council typically appoints members to committees and commissions in January, the HRC is holding a goal setting meeting for 2015 at the end of December and would like the student representative(s) to participate in this meeting. Based on the amended ordinance allowing two student representatives, the HRC would like to recommend that the City Council appoint both applicants to the HRC since they each attend a different local area high school. This would allow the commission to hear view points from multiple high schools in the area as well as reach out to many more students throughout the city.

Staff is recommending that this student term run through May 2016. This would then allow the next term to coincide with the school year (June – May) and allow for advertising of the vacancy during the months of March/April while school is still in session.

RECOMMENDATION

It is recommended that the City Council consider the appointment of the students listed on the motion sheet for the term beginning December 2014 and running through May 2016.

Attachments:

Ordinance 812
Sabrina Chu application
Sunny Chen application

STATE OF MINNESOTA
COUNTY OF RAMSEY
CITY OF SHOREVIEW

ORDINANCE NO. 812

AN ORDINANCE TO AMEND THE CITY OF SHOREVIEW CODE SECTION 308
MODIFYING THE NUMBER OF YOUTH REPRESENTATIVES TO SERVE ON
THE HUMAN RIGHTS COMMISSION.

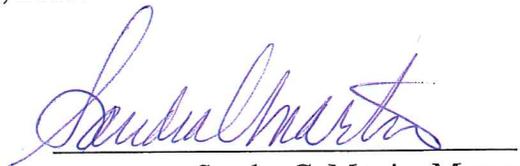
The Shoreview City Council ordains that the membership requirement to serve on the Human Rights Commission for the City of Shoreview is hereby amended as follows:

SECTION 308.020 Establishment and Composition. There is hereby reestablished a Human Rights Commission of the City of Shoreview. The Commission shall be composed of seven (7) to nine (9) members and shall be advisory to the City Council. The City Council may, at its own discretion, appoint a youth representatives from local area high schools to serve as non-voting members with full voting privileges. The youth representative must be a high school sophomore, junior, or senior and attend two regular meetings before being appointed. All members, excluding the youth members, shall be residents of the City of Shoreview. Members shall be appointed by the City Council.

Adoption Date. Passed by the City Council of the City of Shoreview this 19th day of March 2007.

Effective Date. This ordinance shall be effective the day following its publication in the City's official newspaper.

Publication Date. Published on the 3rd day of April, 2007.



Sandra C. Martin, Mayor

ATTEST:


Terry C. Schwerm, City Manager



**Citizen Advisory Committees and Commissions
Application Form**

Name Sabrina Chu

Address 1405 Knoll Dr. Shoreview, MN 55126

*Home phone number 6517850740 *Work phone number 6513323236

E-mail chugirl10@Yahoo.com

How long have you lived in the City of Shoreview? 16

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

Yes No

If yes, please explain: Sports, homework, church

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

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

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

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

1. Human Rights Commission
2. Bike and Trails Committee
3. Park and Recreation Commission

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

I'm interested in trying to reduce discrimination in my neighborhood and in my school. I want to try and fix the injustice that currently occurs in our society.

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

As a teenage Asian American, it's hard not to see discrimination at my school. A lot of people are sometimes looked down upon because of their religion, skin color, or gender at my school.

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

Irondale girls soccer and lacrosse, church youth group(TNTT), quiz bowl, math team, and orchestra

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

I would like to join because I want to have equal rights and equal treatment between all people no matter who they are or what they look like. I want to spread the idea that all humans are the same, so we should all treat each other equally.

Additional Comments:

I would love to join this to improve myself, my community, my school, and my neighborhood, so somehow I can give back and help people who need it.

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

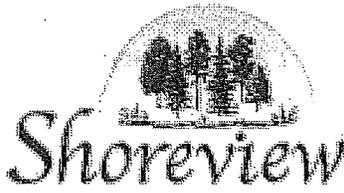
Yes No

Sabrina Chu

10/30/2014

Signature

Date



**Citizen Advisory Committees and Commissions
Application Form**

Name Sunny Chen

Address 4755 Chandler Road

*Home phone number 612-638-2655 *Work phone number 651-410-9554

E-mail sunshineflyingbeauty@gmail.com

How long have you lived in the City of Shoreview? 8 years

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

Yes

No

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

Bike and Trails Committee
Economic Development Authority *
Economic Development Commission*
Environmental Quality Committee

Human Rights Commission
Lake Regulations Commission
Park and Recreation Commission
Planning Commission
Public Safety Committee

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

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

1. Human Rights Commission

2. _____

3. _____

What are your specific areas of interest within this committee's or commission's scope of responsibilities? I'm applying for the Storekeeper Human Rights
high school representative. The high school ^{representative} helps to
provide ^{human rights} connection between the youth and the
commission.

Briefly describe your work experience or other background information that would relate to this committee. No work experience because I'm in high
school

Please list other organizations or clubs that you have participated in. Volunteer club
and National Honors Society

Why would you like to serve on this committee or commission? I would like to
promote a society of equality, regardless of sex, gender,
or nationality. Everyone's free to practice what they believe
in.

Additional Comments: _____

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

Yes

No

Sunny Chen

Signature

10/10/14

Date

**PROPOSED MOTION
ASSESSMENT FOR COSTS ASSOCIATED WITH THE
ABATEMENT OF NUISANCE**

MOTION BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

To adopt Resolution No. 14-114 for 1648 Lois Drive adopting the assessment roll for costs associated with the abatement of nuisance conditions.

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

Regular City Council Meeting
December 1, 2014

TO: Mayor, City Council, City Manager
FROM: Kathleen Castle, City Planner
DATE: November 25, 2014
SUBJECT: Nuisance Abatement Assessment – 1648 Lois Drive

INTRODUCTION

This past year, the City abated nuisance conditions on the property at 1648 Lois Drive which is owned by Mike Morse. The City Council must adopt a resolution to allow the County to assess the costs of the abatement measures to the property.

DISCUSSION – NUISANCE ABATEMENT ASSESSMENTS

Pursuant to a Court Order, the City removed a detached accessory structure that was illegally constructed without obtaining the required building permit. In addition, this structure did not comply with the City's standards for detached accessory structures related to the size and setback from the side property line. The above ground portion of the structure was removed. The concrete slab remains in place and may be removed at a later date pursuant to the Court Order. The Court Order also provided for the City to assess to cost of removal against the property.

The cost for the removal was \$5,280.00. While the Contractor's original bid anticipated the removal of the western 2.7 feet of the concrete slab which still remains, the City was billed the full cost since the demolition was delayed while the Contractor was present on the site. This delay permitted Mr. Morse time to remove personal property and garage doors. Mr. Morse had been informed that demolition would occur per the Contractor's schedule and was advised to remove all personal property and allow clear access to the structure. Demolition took longer than expected due to this delay. Mr. Morse had also been informed that costs associated with the structure's removal would be billed to him and, if unpaid, assessed to the property.

Mr. Morse was billed for the costs of the abatement on October 3, 2014 and has not paid the bill.

RECOMMENDATION

It is recommended that the City Council approve Resolutions 14-114 adopting the assessments for costs associated with the nuisance abatement on the property at 1648 Lois Drive.

Attachments:

- 1) Motion
- 2) Location Map
- 3) Property Files
 - a. Invoice
 - b. Resolution No. 14-114 – 1648 Lois Drive



CITY OF SHOREVIEW
 4600 Victoria Street North
 Shoreview, MN 55126-5817

Invoice

Invoice Number	5411
Account Number	102878
Webstore ID	029431710967
Due Date	10-03-14
Amount Due	\$5,280.00

MORSE, MICHAEL
 1648 LOIS DRIVE
 SHOREVIEW, MN 55126

00005411000000528000

Charges for goods and/or services as follows:

Reimbursement to the City of Shoreview for costs associated with removal of garage structure and debris, per court file No. 62-CV-12-1687
 All Metro Excavating: \$4,500.00 / Kelly and Lemmons - attorney: \$780.00

Billing Charge 5,280.00

TOTAL DUE: \$5,280.00

Please make check payable to: City of Shoreview

Questions may be directed to (651)490-4629.

Please Retain This Portion For Your Records

Invoice Number	5411
Account Number	102878
Webstore ID	029431710967
Due Date	10-03-14
Amount Due	\$5,280.00

<--Pay by this date to avoid late fees

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

HELD DECEMBER 1, 2014

* * * * *

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota was duly called and held at the Shoreview City Hall in said City on December 1, 2014, at 7:00 p.m.

The following members were present:

and the following members were absent:

Member _____ introduced the following resolution and moved its adoption.

RESOLUTION NO. 14-114

**RESOLUTION ADOPTING THE ASSESSMENT
FOR THE COST OF NUISANCE ABATEMENT**

WHEREAS, the City Council of the City of Shoreview, Minnesota, pursuant to Ramsey County Court File No. 62-CV-12-1687, and the Amended Findings of Fact, Conclusions of Law, Order for Judgment dated July 1, 2014, the City of Shoreview is assessing the costs for the nuisance abatement; and

WHEREAS, certain nuisance abatement charges are now, and have been delinquent and are owing to the City of Shoreview; and

NOW, THEREFORE, BE IT RESOLVED that the City Manager is hereby authorized and directed to certify to the County Auditor the amount of this delinquent account; and

Resolution 14-114
 Assessment for Abatement Costs

IT IS FURTHER RESOLVED, that the County Auditor is hereby requested to enter the amount of the delinquent account as a special assessment to be collected against the property located at:

ADDRESS	PID #	COUNTY ASSESMENT. #	AMOUNT
1648 Lois Drive	PID #04-30-23-41-0027	83150038	\$5,280.00

Said assessment for the cost of nuisance abatement on the property is to be paid during the ensuing year.

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 1st day of December 2014.

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

I, the undersigned, being the duly qualified and acting Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council held on the 1st day of December, 2014 with the original thereof on file in my office and the same is a full, true and complete transcript therefrom insofar as the same relates to adopting the Assessment for the cost of nuisance and/or vegetative growth abatement.

Resolution 14-114
Assessment for Abatement Costs

WITNESS MY HAND officially as such Manager and the corporate seal of the
City of Shoreview, Minnesota, this 1st day of December, 2014.

Terry C. Schwerm
City Manager

SEAL

**PROPOSED MOTION
ASSESSMENT FOR COSTS ASSOCIATED WITH THE
ABATEMENT OF NUISANCE**

MOTION BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

To adopt Resolution No. 14-115 for 4137 Nancy Place adopting the assessment roll for costs associated with the abatement of nuisance conditions.

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

Regular City Council Meeting
December 1, 2014

TO: Mayor, City Council, City Manager
FROM: Kathleen Castle, City Planner
DATE: November 25, 2014
SUBJECT: Nuisance Abatement Assessment – 4137 Nancy Place

INTRODUCTION

This past year, the City abated nuisance conditions on the property at 4137 Nancy Place which is owned by Norene Shephard. The City Council needs to adopt a resolution to allow the County to assess the costs of the abatement measures to the property.

DISCUSSION – NUISANCE ABATEMENT ASSESSMENTS

In response to a complaint received regarding the interior housing conditions, the City worked with the property owner and other agencies to bring the home into compliance with the City's housing code standards. A contractor was hired to remove the excessive storage and clean the home, with the consent of the property owner. The property owner has entered into an Abatement, Assessment and Compliance Agreement with the City and is aware that the costs incurred for the abatement will be assessed to the property.

The cost for the abatement was \$5,600.00. Pursuant to the Economic Development Authority's Hoarding Policy, the City contributed \$1,000.00 to the abatement costs. The property owner was billed for the remaining \$4,600.00 and has not paid the bill. Per the Agreement, the property owner is requesting the assessment be spread over a 10-year term.

RECOMMENDATION

It is recommended that the City Council approve Resolution 14-115 adopting the assessments for cost associated with the nuisance abatements for the property at 4137 Nancy Place

Attachments:

- 1) Motion
- 2) Location Map
- 3) Property Files
 - a. Invoice
 - b. Resolution No. 14-115 – 4137 Nancy Place



CITY OF SHOREVIEW

4600 Victoria Street North
Shoreview, MN 55126-5817

Invoice

Invoice Number	5432
Account Number	102888
Webstore ID	019451710960
Due Date	10-31-14
Amount Due	\$4,600.00

SHEPHARD, NORENE
4137 NANCY PLACE
SHOREVIEW, MN 55126-6411

00005432000000460000

Charges for goods and/or services as follows:

4137 NANCY PLACE
CLEANUP BY DOMESTIC ENGINEERING, INC: \$5,600.00
LESS HRA CONTRIBUTION (\$1,000.00) TOTAL TO BE PAID BY HOMEOWNER: \$4,600.00

4137 NANCY PLACE 4,600.00

TOTAL DUE: \$4,600.00

Please make check payable to: City of Shoreview

Questions may be directed to (651)490-4629.

Please Retain This Portion For Your Records

Invoice Number	5432
Account Number	102888
Webstore ID	019451710960
Due Date	10-31-14
Amount Due	\$4,600.00

<--Pay by this date to avoid late fees

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

HELD DECEMBER 1, 2014

* * * * *

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota was duly called and held at the Shoreview City Hall in said City on December 1, 2014, at 7:00 p.m.

The following members were present:

and the following members were absent:

Member _____ introduced the following resolution and moved its adoption.

RESOLUTION NO. 14-115

**RESOLUTION ADOPTING THE ASSESSMENT
FOR THE COST OF NUISANCE ABATEMENT**

WHEREAS, the City Council of the City of Shoreview, Minnesota, pursuant to the Abatement, Assessment and Compliance Agreement dated July 2, 2014 and executed between the City of Shoreview and Norene Shephard, the property owner of record, the City of Shoreview is assessing the costs for the nuisance abatement; and

WHEREAS, certain nuisance abatement charges are now, and have been delinquent and are owing to the City of Shoreview; and

NOW, THEREFORE, BE IT RESOLVED that the City Manager is hereby authorized and directed to certify to the County Auditor the amount of this delinquent account; and

Resolution 14-115
 Assessment for Abatement Costs

IT IS FURTHER RESOLVED, that the County Auditor is hereby requested to enter the amount of the delinquent account as a special assessment to be collected against the property located at:

ADDRESS	PID #	COUNTY ASSESMENT. #	AMOUNT	TERM	INTEREST RATE
4137 Nancy Place	PID #23-30-23-34-0270	83150039	\$4,600.00	10 YEARS	4.693%

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 1st day of December 2014.

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

I, the undersigned, being the duly qualified and acting Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council held on the 1st day of December, 2014 with the original thereof on file in my office and the same is a full, true and complete transcript therefrom insofar as the same relates to adopting the Assessment for the cost of nuisance and/or vegetative growth abatement.

Resolution 14-115
Assessment for Abatement Costs

WITNESS MY HAND officially as such Manager and the corporate seal of the
City of Shoreview, Minnesota, this 1st day of December, 2014.

Terry C. Schwerm
City Manager

SEAL

PUBLIC HEARING AGENDA FOR:

4414 Galtier Street
1729 Lois Drive
4324 Snail Lake Boulevard
169 Demar Avenue

Purpose: ASSESS COSTS OF NUISANCE ABATEMENT

Published Date: NOVEMBER 12, 2014

Affidavit of Publication: NOVEMBER 12, 2014

Affidavit of Mailing: NOVEMBER 17, 2014

Review of Affidavits of Mailing and
Publication by City Attorney: _____

Open Public Hearing - Time: _____

Hearing Discussion:

MOVE TO CLOSE PUBLIC HEARING BY COUNCILMEMBER: _____

SECONDED BY COUNCILMEMBER: _____

ROLL CALL: AYE _____ NAY _____

JOHNSON _____

QUIGLEY _____

WICKSTROM _____

WITHHART _____

MARTIN _____

REGULAR COUNCIL MEETING
DECEMBER 1, 2014

**PROPOSED MOTION
ASSESSMENT FOR COSTS ASSOCIATED WITH THE
ABATEMENT OF NUISANCE**

MOTION BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

To adopt Resolution No. 14-113 adopting the assessment roll for costs for the abatement of vegetative growth and/or nuisance conditions on the following properties:

1. 4414 Galtier Street
2. 1729 Lois Drive
3. 4324 Snail Lake Boulevard
4. 169 Demar Avenue

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

Regular City Council Meeting
December 1, 2014

TO: Mayor, City Council, City Manager
FROM: Kathleen Castle, City Planner
DATE: November 25, 2014
SUBJECT: Assessment Hearing- Vegetative Growth and/or Nuisance Abatement

INTRODUCTION

The City Council will hold a Public Assessment Hearings on December 1, 2014 to hear all comments, objections and concerns with regard to assessing the following properties for the cost of nuisance and/or vegetative growth abatement:

1. 4414 Galtier Street
2. 1729 Lois Drive
3. 4324 Snail Lake Boulevard
4. 169 Demar Avenue

The property owners of record have been notified of the assessment hearing and proper notice was published in the City's legal newspaper.

DISCUSSION – VEGETATIVE GROWTH ASSESSMENTS

Violations of exterior property maintenance related to vegetative growth existed on the above mentioned properties. By order of the City Council a contractor was hired to abate the nuisance(s) on these properties, and the work was performed this summer. An abatement assessment public hearing is required before the City can assess the costs against the property.

4414 Galtier Street

- Abatement hearing was held before the City Council on July 21, 2014.
- The City Council adopted Resolution 14-49 to abate vegetative growth and to charge the property owner, for the cost of abatement, including administrative costs. The amount proposed to be assessed to the property, is \$180.47.
- The property owner was billed for the costs of the abatement on October 19, 2014 and has not paid the bill.

1729 Lois Drive

- Abatement hearing was held before the City Council on June 16, 2014.
- The City Council adopted Resolution 14-37 to abate vegetative growth and to charge the property owner, for the cost of abatement, including administrative costs. The amount proposed to be assessed to the property, is \$185.97.
- The property owner was billed for the costs of the abatement on October 19, 2014 and has not paid the bill.

4324 Snail Lake Boulevard

- Abatement hearing was held before the City Council on June 16, 2014.
- The City Council adopted Resolution 14-37 to abate vegetative growth and to charge the property owner, for the cost of abatement, including administrative costs. The amount proposed to be assessed to the property, is \$197.47.
- The property owner was billed for the costs of the abatement on October 19, 2014 and has not paid the bill.

169 Demar Avenue

- Abatement hearing was held before the City Council on June 16, 2014.
- The City Council adopted Resolution 14-37 to abate vegetative growth and to charge the property owner, for the cost of abatement, including administrative costs. The amount proposed to be assessed to the property, is \$330.63.
- The property owner was billed for the costs of the abatement on October 19, 2014 and has not paid the bill.

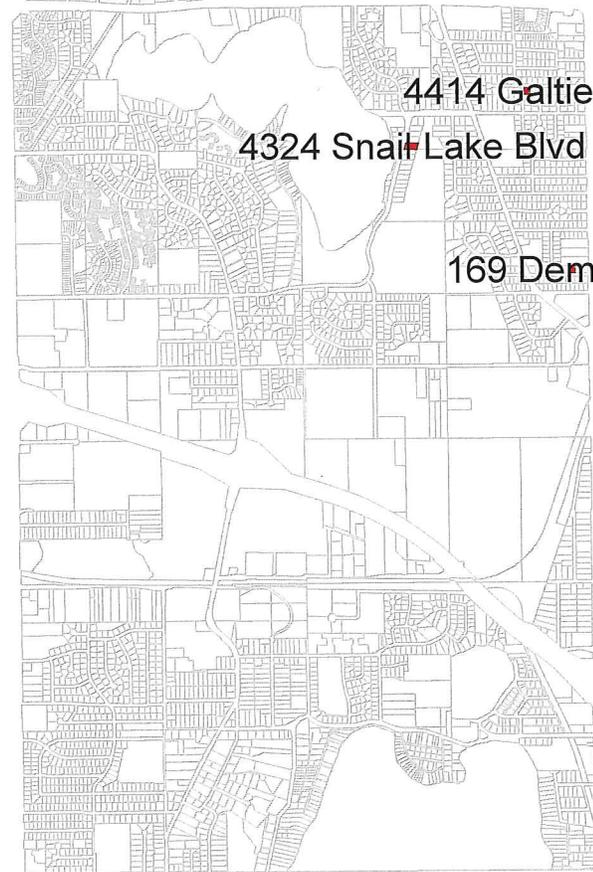
RECOMMENDATION

It is recommended that the City Council conduct the public hearing and approve Resolution 14-113 adopting the assessments for vegetative growth and/or nuisance abatements as outlined above.

Attachments:

- 1) Motion
- 2) Location Map
- 3) Property Files
 - a. Invoice
- 4) Resolution No. 14-113

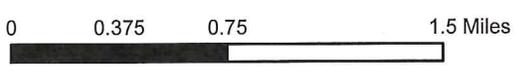
Assessment Hearing Map 2014



4414 Galtier St

4324 Snail Lake Blvd

169 Demar Ave





CITY OF SHOREVIEW

4600 Victoria Street North
Shoreview, MN 55126-5817

Invoice

Invoice Number	5426
Account Number	102884
Webstore ID	819481710964
Due Date	10-19-14
Amount Due	\$180.47

SANCHEZ, JOSE E
4414 GALTIER STREET
SHOREVIEW, MN 55126

00005426000000018047

Charges for goods and/or services as follows:

4414 GALTIER STREET
 NUISANCE ABATEMENT-ASSOCIATION MAINTENANCE INV#21085: \$ 73.50
 SHOREVIEW STAFF TIME: \$106.97 TOTAL: \$180.47

4414 GALTIER STREET 106.97
 4414 GALTIER STREET 73.50

TOTAL DUE: \$180.47

Please make check payable to: City of Shoreview

Questions may be directed to (651)490-4629.

Please Retain This Portion For Your Records

Invoice Number	5426
Account Number	102884
Webstore ID	819481710964
Due Date	10-19-14
Amount Due	\$180.47

<--Pay by this date to avoid late fees



CITY OF SHOREVIEW

4600 Victoria Street North
Shoreview, MN 55126-5817

Invoice

Invoice Number	5423
Account Number	102881
Webstore ID	929411710960
Due Date	10-19-14
Amount Due	\$185.97

JP MORGAN CHASE BANK
3415 VISION DRIVE
COLUMBUS, OH 43219-4934

00005423000000018597

Charges for goods and/or services as follows:

1729 LOIS DRIVE
 NUISANCE ABATEMENT-ASSOCIATION MAINTENANCE INV#20975: \$ 79.00
 SHOREVIEW STAFF TIME: \$106.97 TOTAL: \$185.97

1729 LOIS DRIVE 106.97
 1729 LOIS DRIVE 79.00

TOTAL DUE: \$185.97

Please make check payable to: City of Shoreview

Questions may be directed to (651)490-4629.

Please Retain This Portion For Your Records

Invoice Number	5423
Account Number	102881
Webstore ID	929411710960
Due Date	10-19-14
Amount Due	\$185.97

<--Pay by this date to avoid late fees



CITY OF SHOREVIEW

4600 Victoria Street North
Shoreview, MN 55126-5817

Invoice

Invoice Number	5424
Account Number	102882
Webstore ID	229401710962
Due Date	10-19-14
Amount Due	\$197.47

BURNS, LAURA & JAMES
4324 SNAIL LAKE RD
SHOREVIEW, MN 55126

00005424000000019747

Charges for goods and/or services as follows:

4324 SNAIL LAKE ROAD
NUISANCE ABATEMENT-ASSOCIATION MAINTENANCE INV#21086: \$ 90.50
SHOREVIEW STAFF TIME: \$106.97 TOTAL: \$197.47

4324 SNAIL LAKE ROAD 106.97
4324 SNAIL LAKE ROAD 90.50

TOTAL DUE: \$197.47

Please make check payable to: City of Shoreview

Questions may be directed to (651)490-4629.

Please Retain This Portion For Your Records

Invoice Number	5424
Account Number	102882
Webstore ID	229401710962
Due Date	10-19-14
Amount Due	\$197.47

<--Pay by this date to avoid late fees



CITY OF SHOREVIEW

4600 Victoria Street North
Shoreview, MN 55126-5817

Invoice

Invoice Number	5425
Account Number	102883
Webstore ID	519491710963
Due Date	10-19-14
Amount Due	\$330.63

LACOUNT, CORY
169 DEMAR AVENUE
SHOREVIEW, MN 55126

00005425000000033063

Charges for goods and/or services as follows:

169 DEMAR AVENUE
 NUISANCE ABATEMENT-ASSOCIATION MAINTENANCE INV#20949:\$97.50/INV #21087:\$90.50
 SHOREVIEW STAFF TIME: \$142.63 TOTAL: \$330.63

169 DEMAR AVENUE 142.63
 169 DEMAR AVENUE 188.00

TOTAL DUE: \$330.63

Please make check payable to: City of Shoreview

Questions may be directed to (651)490-4629.

Please Retain This Portion For Your Records

Invoice Number	5425
Account Number	102883
Webstore ID	519491710963
Due Date	10-19-14
Amount Due	\$330.63

<--Pay by this date to avoid late fees

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

HELD DECEMBER 1, 2014

* * * * *

Pursuant to due call and notice thereof, a meeting of the City Council of the City of Shoreview, Minnesota was duly called and held at the Shoreview City Hall in said City on December 1, 2014, at 7:00 p.m.

The following members were present:

and the following members were absent:

Member _____ introduced the following resolution and moved its adoption.

RESOLUTION NO. 14-113

**RESOLUTION ADOPTING THE ASSESSMENT
FOR THE COST OF NUISANCE AND/OR VEGETATIVE GROWTH ABATEMENT.**

WHEREAS, the City Council of the City of Shoreview, Minnesota, pursuant to proper mailed and published notice in accordance with Minnesota State Statute 429.061, has held a public hearing to consider the proposed assessment for the cost of nuisance and/or vegetative growth abatement.

WHEREAS, the City Council has received and passed upon all written and oral objections presented to it with regard to said proposed assessment.

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

Resolution 14-113
 Assessment for Costs related to Abatements

1. The proposed assessment is hereby accepted and shall constitute a special assessment to be collected against the property located at:

ADDRESS	PID #	COUNTY ASSESMENT. #	AMOUNT
4414 Galtier Street	PID #23-30-23-14-0028	83150040	\$180.47
1729 Lois Drive	PID #04-30-23-42-0005	83150041	\$185.97
4324 Snail Lake Boulevard	PID #23-30-23-24-0033	83150042	\$197.47
169 Demar Avenue	PID #24-30-23-44-0051	83150043	\$330.63

2. The assessment for the cost of nuisance and/or vegetative growth abatement, on the property, is to be paid during the ensuing year

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 1st day of December 2014.

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

I, the undersigned, being the duly qualified and acting Manager of the City of Shoreview of Ramsey County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of said City Council held on the 1st day of December, 2014 with the original thereof on file in my office and the same is a full, true and complete transcript therefrom insofar as the same relates to adopting the Assessment for the cost of nuisance and/or vegetative growth abatement.

Resolution 14-113
Assessment for Costs related to Abatements

WITNESS MY HAND officially as such Manager and the corporate seal of the
City of Shoreview, Minnesota, this 1st day of December, 2014.

Terry C. Schwerm
City Manager

SEAL

Budget Hearing Agenda

Published date and time:
December 1, 2014 at 7:00 p.m.

1. Open public hearing at _____ (time)
2. Staff presentation
3. Public testimony and questions (citizen comments)
4. Council comments
5. Announce - Final budget adoption will occur at the regular city council meeting on December 15, 2014 at 7:00 p.m.
6. Motion to close the public hearing by Council member _____,
Seconded by Council member _____ at _____ (time).

Roll Call	Ayes _____	Nays _____
Johnson	_____	_____
Quigley	_____	_____
Wickstrom	_____	_____
Withhart	_____	_____
Martin	_____	_____

Regular Council Meeting
December 1, 2014

TO: Mayor and City Council
FROM: Fred Espe, Finance Director
DATE: November 26, 2014
RE: Budget Hearing

Budget Hearing

The City's hearing on the revised 2015 budget and the 2015 tax levy is scheduled for 7:00 p.m. on December 1. The **2015 Budget Summary** booklet will serve as the primary handout for the hearing. This informational document has been available at city hall and on the City's website since Monday, November 24.

Additional materials that were prepared by the City or Ramsey County will also be available at the budget hearing. These handouts are listed below, and a copy of each is attached to this report.

Booklets

1. **2015 Budget Summary**
2. **Community Benchmarks** (dated August 2014)
3. **Utility Operations and 2015 Utility Rates**

Other Documents

4. Power Point presentation for budget hearing
5. 2015 Shoreview Property Tax Dollar
6. Budget Hearing notice (copy of notice published in newspaper)
7. State Property Tax Refund information
8. Process to Appeal Estimated Market Value (from Ramsey County)

Final adoption of budget items is scheduled for the December 15 regular Council meeting.

Note: The following pages contain excerpts from recent staff memos relating to the 2015 budget, tax levy, and property taxes. The information is intended to serve as additional support for the budget hearing.

Preliminary Property Tax Levy

The table below provides a comparison of the 2014 adopted levy, the 2015 levy as originally planned in the biennial budget, and the revised City Manager’s recommended levy. When reviewing the areas impacting the total levy (as shown in the column at the far right side of the table), the portion of the levy supporting City services (including the tax supported share of staff costs) causes a 1.88% increase in the tax levy. The remaining 1.64% increase in the levy is the result of debt, capital replacement funds, capital improvement funds, EDA and HRA. The modest increase in the General Fund share of the levy is due primarily to the increase in police and fire contract costs (\$208,015 cost increase for the two contracts combined).

Description	2014	2015	2015	Change from 2014 Adopted		Impact on Total Levy *
	Adopted Levy	Original Levy	Recommended Levy	Dollars	Percent	
General fund	\$ 6,837,154	\$ 7,180,671	\$ 7,023,335	\$ 186,181	2.72%	1.88%
EDA	80,000	90,000	90,000	10,000	12.50%	0.10%
Debt (including Cent Garage)	732,000	752,000	752,000	20,000	2.73%	0.20%
Street Renewal fund	900,000	950,000	950,000	50,000	5.56%	0.50%
General Fixed Asset Repl fund	1,350,000	1,425,000	1,427,583	77,583	5.75%	0.79%
Capital Acquisition Fund (IT)	20,000	25,000	25,000	5,000	25.00%	0.05%
Total City Levy	\$ 9,919,154	\$10,422,671	\$ 10,267,918	\$ 348,764	3.52%	3.52%
HRA tax levy	\$ 90,000	\$ 95,000	\$ 95,000	\$ 5,000	5.56%	
Total Levy (City and HRA)	\$10,009,154	\$10,517,671	\$ 10,362,918	353,764	3.53%	
Taxable value (estim for 2015)	\$23,951,981	\$26,712,038	\$ 26,712,038	\$ 2,760,057	11.52%	
City tax rate (estim for 2015)	37.490%	35.402%	34.823%	-2.667%	-7.11%	
HRA tax rate (estim for 2015)	0.345%	0.322%	0.322%	-0.023%	-6.67%	
Fiscal disparity (estim for 2015)	\$ 939,456	\$ 965,979	\$ 965,979	\$ 26,523	2.82%	
Net tax paid by property owners	\$ 8,979,698	\$ 9,456,692	\$ 9,301,939	\$ 322,241	4.07%	
Change in Tax Paid by Prop Owners	2.51%	5.31%	3.59%			
* Percent change in this column is computed as the impact on the "Total City Levy"						

It should be noted that the proposed 2015 preliminary tax levy as shown in the table above is \$154,753 lower than adopted as part of the biennial budget for 2015.

A listing of specific items impacting the preliminary tax levy is provided on the next page.

The schedule includes State Fire Aid that is paid directly to the Lake Johanna Fire Department. Since Shoreview is the largest member of the contract cities we are required by the State of Minnesota to report the aid as revenue. This is the first year that the City has budgeted for the aid and therefore it artificially inflates the City’s increase in both revenue and expenditures in the General Fund budget.

The first section of the box shows changes resulting from a reevaluation of all General Fund revenues to reflect current development activity, preliminary capital projects, transfers from the Cable TV fund for communication costs, and transfers from Utility funds. All revenue changes combined account for a 3.3% decrease in the total tax levy. If the State Fire Aid were eliminated from the schedule the percent impact on the total levy would be -1.1%.

The second section of the box shows changes in General Fund expense. These items account for 5.16% increase in the total proposed tax levy. If the State Fire Aid were eliminated from the schedule the percent impact on the total levy would be 2.96%.

The net impact of General Fund changes is a 1.86% increase in the total tax levy.

The EDA, HRA, debt funds and capital funds account for a 1.67% increase in the tax levy (for a combined change in the tax levy of 3.53%).

Note: (brackets) indicate a decrease in the tax levy	2015 Change	
	Increase (Decrease)	% Impact on Total Levy
General Fund Revenue Changes		
License and permits	(5,600)	
MSA Maintenance	(47,000)	
State Fire Aid	(219,410)	
Administrative charges to other funds	1,800	
Administrative charges to capital projects	(20,000)	
Engineering fees	20,000	
Plan check fees	(4,000)	
Administrative citations	4,000	
Investment earnings	(5,000)	
Other revenues	1,381	
Transfer from Cable TV	(7,000)	
Transfer from Utility Funds (PILOT)	(49,000)	
General Fund Revenue Changes	(329,829)	-3.30%
General Fund Expenditure Changes		
Park & Recreation Director - salary & benefits	(27,923)	
Finance Department accounting assistance - salary & benefits	(16,224)	
Wages all employees - step & 2%/2.5% COLA	34,386	
PERA/FICA/Medicare	12,674	
Group insurance - \$70/month	(2,685)	
Workers' compensation	18,798	
Community Survey	13,000	
Election	(27,500)	
Property/Liability insurance	7,210	
Legal	5,000	
Police	95,895	
Fire (contract)	112,120	
Fire (State Fire Aid)	219,410	
Administration postage	(4,000)	
Forestry & Nursery	(6,469)	
Building inspection - inspection contractual	8,900	
Central Garage equipment/building charges	22,565	
Misc. other adjustments by department:		
Council and commissions	5,500	
Administration	1,863	
Human resources	735	
Communications	2,600	
Finance	(360)	
Information Systems	2,840	
Public works administration & engineering	5,500	
Streets	12,200	
Trail management	4,500	
Municipal buildings	400	
Parks & Recreation administration	300	
Park maintenance	5,825	
Planning & zoning administration	(350)	
Building inspection	300	
Transfers out	9,000	
General Fund Expenditure Changes	516,010	5.16%
Total General Fund changes	186,181	1.86%
Levy Changes in All Other Funds		
EDA Levy	10,000	
HRA Levy	5,000	
Debt (Debt & Central Garage funds)	20,000	
Street Renewal fund	50,000	
General Fixed Asset fund	77,583	
Information Technology fund	5,000	
Levy Changes in All Other Funds	167,583	1.67%
Total Change in City Levy	353,764	3.53%

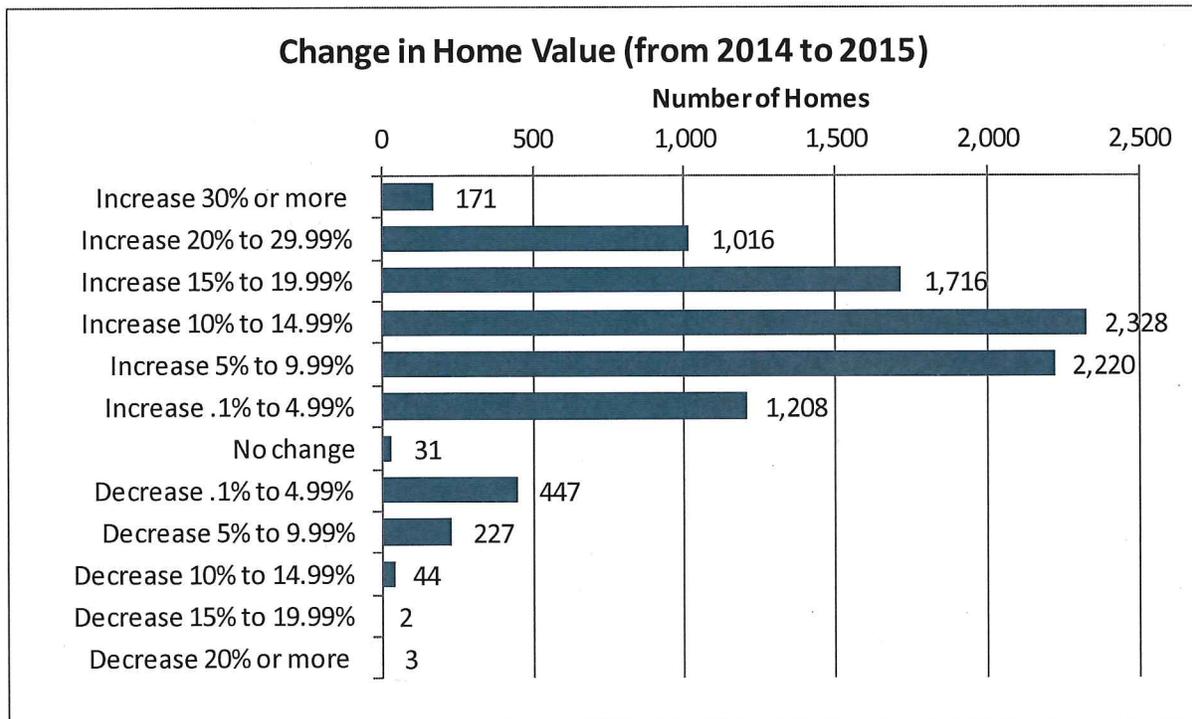
Residential Property Values

According to information provided by the Ramsey County Assessor, the median home value in Shoreview will increase from \$224,500 for 2014 taxes, to \$247,500 for 2015 taxes (a 10.2% increase in value). The table at right shows the change in Shoreview's median single family home value since 2006.

Year	Median Home Value	Annual Percent Change
2006	265,050	12.2%
2007	279,900	5.6%
2008	286,600	2.4%
2009	275,600	-3.8%
2010	262,200	-4.9%
2011	249,350	-4.9%
2012	235,700	-5.5%
2013	222,200	-5.7%
2014	224,500	1.0%
2015	247,500	10.2%

Change in home values (all residential)	Number of Parcels	Percent of Parcels	Sub-totals	
			Number of Parcels	Percent of Parcels
Increase 30% or more	171	1.8%		
Increase 20% to 29.99%	1,016	10.8%		
Increase 15% to 19.99%	1,716	18.2%		
Increase 10% to 14.99%	2,328	24.7%		
Increase 5% to 9.99%	2,220	23.6%		
Increase .1% to 4.99%	1,208	12.8%	8,659	92.0%
No change	31	0.3%	31	0.3%
Decrease .1% to 4.99%	447	4.7%		
Decrease 5% to 9.99%	227	2.4%		
Decrease 10% to 14.99%	44	0.5%		
Decrease 15% to 19.99%	2	0.0%		
Decrease 20% or more	3	0.0%	723	7.7%
Total Residential Parcels	9,413	100.0%	9,413	100.0%

Values are increasing for the majority of Shoreview homes. As shown in the table at left and the graph below, 8,659 homes experience an increase in value, 31 home values remain the same, and 723 home values decrease.



Impact on Residential Property Taxes

The table below provides estimated changes in the City, HRA and total property tax bill (using the assumptions on page 1 of this report) for a median value home in the Mounds View School District and Rice Creek Watershed District. A description of the change in tax for a median value home under each assumption follows the table.

Market Value Before MVE		Market Value After MVE			City Portion of Property Tax		Change in City Property Tax		HRA Portion of Property Tax		Change in HRA Property Tax	
2014	2015	2014	2015	Value Change	2014	2015	Dollars	Percent	2014	2015	Dollars	Percent
\$ 204,800	\$ 247,500	\$ 186,000	\$ 232,500	25.0%	\$ 697.31	\$ 809.63	\$ 112.32	16.1%	\$ 6.42	\$ 7.49	\$ 1.07	16.7%
\$ 219,600	\$ 247,500	\$ 202,100	\$ 232,500	15.0%	\$ 757.67	\$ 809.63	\$ 51.96	6.9%	\$ 6.97	\$ 7.49	\$ 0.52	7.5%
\$ 228,000	\$ 247,500	\$ 211,300	\$ 232,500	10.0%	\$ 792.16	\$ 809.63	\$ 17.47	2.2%	\$ 7.29	\$ 7.49	\$ 0.20	2.7%
\$ 224,500	\$ 247,500	\$ 207,500	\$ 232,500	12.0%	\$ 777.92	\$ 809.63	\$ 31.71	4.1%	\$ 7.16	\$ 7.49	\$ 0.33	4.6%
\$ 237,250	\$ 247,500	\$ 221,400	\$ 232,500	5.0%	\$ 830.03	\$ 809.63	\$ (20.40)	-2.5%	\$ 7.64	\$ 7.49	\$ (0.15)	-2.0%
\$ 258,700	\$ 247,500	\$ 244,700	\$ 232,500	-5.0%	\$ 917.38	\$ 809.63	\$ (107.75)	-11.7%	\$ 8.44	\$ 7.49	\$ (0.95)	-11.3%
\$ 271,000	\$ 247,500	\$ 258,200	\$ 232,500	-10.0%	\$ 967.99	\$ 809.63	\$ (158.36)	-16.4%	\$ 8.91	\$ 7.49	\$ (1.42)	-15.9%

- 25% increase in value – City taxes increase \$112.32 and HRA taxes increase \$1.07
- 15% increase in value – City taxes increase \$51.96 and HRA taxes increase 52 cents
- 10% increase in value – City taxes increase \$17.47 and HRA taxes increase 20 cents
- 12% increase in value – City taxes increase \$31.71 and HRA taxes increase 33 cents
- 5% increase in value – City taxes decrease \$20.40 and HRA taxes decrease 15 cents
- 5% decrease in value – City taxes decrease \$107.75 and HRA taxes decrease 95 cents
- 10% decrease in value – City taxes decrease \$158.36 and HRA taxes decrease \$1.42

The estimated change in property tax for a median valued home (using preliminary tax rates for each taxing jurisdiction) is shown in the table at right. Under these assumptions, taxes for the median valued home increase overall. Shoreview will collect about \$32 more in City tax.

Mounds View Schools & Rice Creek Watershed	Payable 2014	Payable 2015	Dollar Change	Percent Change	Percent of Total 2014	Percent of Total 2015
Home value	\$ 224,500	\$ 247,500	\$ 23,000	10.2%		
HMVE home value	\$ 207,500	\$ 232,500	\$ 25,000	12.0%		
Taxable value	\$ 2,075	\$ 2,325	\$ 250	12.0%		
Property Tax						
City	\$ 777.92	\$ 809.63	\$ 31.71	4.1%	22.87%	22.67%
HRA	7.16	7.49	0.33	4.6%	0.21%	0.21%
County	1,409.59	1,457.92	48.33	3.4%	41.45%	40.82%
School District	1,089.98	1,175.27	85.29	7.8%	32.04%	32.90%
All other jurisdictions	116.80	121.48	4.68	4.0%	3.43%	3.40%
Total Property Tax	\$ 3,401.45	\$ 3,571.79	\$ 170.34	5.0%	100.01%	100.00%

The 3 tables on the next page provide the estimated change in the City portion of the tax bill as well as the total tax bill under 3 different sets of value assumptions, for home values ranging from \$100,000 to \$900,000.

The first table assumes that property values increase 10.2% (median value home increase). Under this assumption the City portion of the tax bill increases between \$19.09 and \$123.57 (depending on the home value), and the total tax bill increases from \$94.00 to \$638.30.

Market Value Before MVE			Market Value After MVE			City Portion of Property Tax		Change in City Property Tax		Total Property Tax		Change in Total Property Tax	
2014	2015	Value Change	2014	2015	Value Change	2014	2015	Dollars	Percent	2014	2015	Dollars	Percent
\$ 90,745	\$ 100,000	10.2%	\$ 61,600	\$ 71,800	16.6%	\$ 230.94	\$ 250.03	\$ 19.09	8.3%	\$ 1,060.56	\$ 1,154.56	\$ 94.00	8.9%
\$ 136,115	\$ 150,000	10.2%	\$ 111,100	\$ 126,300	13.7%	\$ 416.51	\$ 439.81	\$ 23.30	5.6%	\$ 1,854.74	\$ 1,974.29	\$ 119.55	6.4%
\$ 181,490	\$ 200,000	10.2%	\$ 160,600	\$ 180,800	12.6%	\$ 602.09	\$ 629.60	\$ 27.51	4.6%	\$ 2,648.94	\$ 2,794.03	\$ 145.09	5.5%
\$ 224,500	\$ 247,500	10.2%	\$ 207,500	\$ 232,500	12.0%	\$ 777.92	\$ 809.63	\$ 31.71	4.1%	\$ 3,401.46	\$ 3,571.79	\$ 170.33	5.0%
\$ 226,860	\$ 250,000	10.2%	\$ 210,100	\$ 235,300	12.0%	\$ 787.66	\$ 819.39	\$ 31.73	4.0%	\$ 3,443.12	\$ 3,613.76	\$ 170.64	5.0%
\$ 272,230	\$ 300,000	10.2%	\$ 259,500	\$ 289,800	11.7%	\$ 972.87	\$ 1,009.17	\$ 36.30	3.7%	\$ 4,235.89	\$ 4,433.49	\$ 197.60	4.7%
\$ 317,600	\$ 350,000	10.2%	\$ 308,900	\$ 344,300	11.5%	\$ 1,158.07	\$ 1,198.96	\$ 40.89	3.5%	\$ 5,028.67	\$ 5,253.22	\$ 224.55	4.5%
\$ 453,720	\$ 500,000	10.2%	\$ 453,700	\$ 500,000	10.2%	\$ 1,700.92	\$ 1,741.15	\$ 40.23	2.4%	\$ 7,359.02	\$ 7,610.75	\$ 251.73	3.4%
\$ 635,210	\$ 700,000	10.2%	\$ 635,200	\$ 700,000	10.2%	\$ 2,508.08	\$ 2,611.73	\$ 103.65	4.1%	\$ 10,779.93	\$ 11,306.81	\$ 526.88	4.9%
\$ 816,700	\$ 900,000	10.2%	\$ 816,700	\$ 900,000	10.2%	\$ 3,358.73	\$ 3,482.30	\$ 123.57	3.7%	\$ 14,364.56	\$ 15,002.86	\$ 638.30	4.4%

The next table assumes that property values increase 15%. Under this assumption the City portion of the tax bill increases between \$34.09 and \$283.28 (depending on the home value), and the total tax bill increases between \$158.42 and \$1,311.37.

Market Value Before MVE			Market Value After MVE			City Portion of Property Tax		Change in City Property Tax		Total Property Tax		Change in Total Property Tax	
2014	2015	Value Change	2014	2015	Value Change	2014	2015	Dollars	Percent	2014	2015	Dollars	Percent
\$ 86,960	\$ 100,000	15.0%	\$ 57,600	\$ 71,800	24.7%	\$ 215.94	\$ 250.03	\$ 34.09	15.8%	\$ 996.14	\$ 1,154.56	\$ 158.42	15.9%
\$ 130,440	\$ 150,000	15.0%	\$ 104,900	\$ 126,300	20.4%	\$ 393.27	\$ 439.81	\$ 46.54	11.8%	\$ 1,755.28	\$ 1,974.29	\$ 219.01	12.5%
\$ 173,900	\$ 200,000	15.0%	\$ 152,300	\$ 180,800	18.7%	\$ 570.97	\$ 629.60	\$ 58.63	10.3%	\$ 2,515.81	\$ 2,794.03	\$ 278.22	11.1%
\$ 215,220	\$ 247,500	15.0%	\$ 197,300	\$ 232,500	17.8%	\$ 739.68	\$ 809.63	\$ 69.95	9.5%	\$ 3,237.95	\$ 3,571.79	\$ 333.84	10.3%
\$ 217,400	\$ 250,000	15.0%	\$ 199,700	\$ 235,300	17.8%	\$ 748.68	\$ 819.39	\$ 70.71	9.4%	\$ 3,276.42	\$ 3,613.76	\$ 337.34	10.3%
\$ 260,870	\$ 300,000	15.0%	\$ 247,100	\$ 289,800	17.3%	\$ 926.38	\$ 1,009.17	\$ 82.79	8.9%	\$ 4,036.96	\$ 4,433.49	\$ 396.53	9.8%
\$ 304,350	\$ 350,000	15.0%	\$ 294,600	\$ 344,300	16.9%	\$ 1,104.46	\$ 1,198.96	\$ 94.50	8.6%	\$ 4,798.94	\$ 5,253.22	\$ 454.28	9.5%
\$ 434,780	\$ 500,000	15.0%	\$ 434,800	\$ 500,000	15.0%	\$ 1,630.07	\$ 1,741.15	\$ 111.08	6.8%	\$ 7,052.38	\$ 7,610.75	\$ 558.37	7.9%
\$ 608,700	\$ 700,000	15.0%	\$ 608,700	\$ 700,000	15.0%	\$ 2,383.99	\$ 2,611.73	\$ 227.74	9.6%	\$ 10,256.94	\$ 11,306.81	\$ 1,049.87	10.2%
\$ 782,600	\$ 900,000	15.0%	\$ 782,600	\$ 900,000	15.0%	\$ 3,199.02	\$ 3,482.30	\$ 283.28	8.9%	\$ 13,691.49	\$ 15,002.86	\$ 1,311.37	9.6%

The final table assumes that property value remains the same in both years. Under this assumption the City portion of the tax bill decreases between \$19.15 and \$266.70 (depending on the home value), and the total tax bill decreases between \$69.45 and \$1,006.36.

Market Value Before MVE			Market Value After MVE			City Portion of Property Tax		Change in City Property Tax		Total Property Tax		Change in Total Property Tax	
2014	2015	Value Change	2014	2015	Value Change	2014	2015	Dollars	Percent	2014	2015	Dollars	Percent
\$ 100,000	\$ 100,000	0.0%	\$ 71,800	\$ 71,800	0.0%	\$ 269.18	\$ 250.03	\$ (19.15)	-7.1%	\$ 1,224.01	\$ 1,154.56	\$ (69.45)	-5.7%
\$ 150,000	\$ 150,000	0.0%	\$ 126,300	\$ 126,300	0.0%	\$ 473.50	\$ 439.81	\$ (33.69)	-7.1%	\$ 2,098.52	\$ 1,974.29	\$ (124.23)	-5.9%
\$ 200,000	\$ 200,000	0.0%	\$ 180,800	\$ 180,800	0.0%	\$ 677.82	\$ 629.60	\$ (48.22)	-7.1%	\$ 2,973.02	\$ 2,794.03	\$ (178.99)	-6.0%
\$ 247,500	\$ 247,500	0.0%	\$ 232,500	\$ 232,500	0.0%	\$ 871.64	\$ 809.63	\$ (62.01)	-7.1%	\$ 3,802.74	\$ 3,571.79	\$ (230.95)	-6.1%
\$ 250,000	\$ 250,000	0.0%	\$ 235,300	\$ 235,300	0.0%	\$ 882.14	\$ 819.39	\$ (62.75)	-7.1%	\$ 3,847.53	\$ 3,613.76	\$ (233.77)	-6.1%
\$ 300,000	\$ 300,000	0.0%	\$ 289,800	\$ 289,800	0.0%	\$ 1,086.46	\$ 1,009.17	\$ (77.29)	-7.1%	\$ 4,722.03	\$ 4,433.49	\$ (288.54)	-6.1%
\$ 350,000	\$ 350,000	0.0%	\$ 344,300	\$ 344,300	0.0%	\$ 1,290.78	\$ 1,198.96	\$ (91.82)	-7.1%	\$ 5,596.54	\$ 5,253.22	\$ (343.32)	-6.1%
\$ 500,000	\$ 500,000	0.0%	\$ 500,000	\$ 500,000	0.0%	\$ 1,874.50	\$ 1,741.15	\$ (133.35)	-7.1%	\$ 8,109.96	\$ 7,610.75	\$ (499.21)	-6.2%
\$ 700,000	\$ 700,000	0.0%	\$ 700,000	\$ 700,000	0.0%	\$ 2,811.75	\$ 2,611.73	\$ (200.02)	-7.1%	\$ 12,059.59	\$ 11,306.81	\$ (752.78)	-6.2%
\$ 900,000	\$ 900,000	0.0%	\$ 900,000	\$ 900,000	0.0%	\$ 3,749.00	\$ 3,482.30	\$ (266.70)	-7.1%	\$ 16,009.22	\$ 15,002.86	\$ (1,006.36)	-6.3%

Impact of Metro Watershed District and Roseville School District on Residential Property Taxes

Within Shoreview we have four different total tax rates. Although tax rates are the same throughout the City for many jurisdictions (including the City, County, Met Council, Mosquito Control and HRA), some tax rates are different depending on the school or watershed district. The table below shows tax rate information for each of the four different tax rates.

Description	2014 Tax Rates				2015 Tax Rates			
Tax Rates:								
City taxes	37.490	37.490	37.490	37.490	34.823	34.823	34.823	34.823
Ramsey County, library	63.735	63.735	63.735	63.735	58.777	58.777	58.777	58.777
County Regional Rail Authority	4.197	4.197	4.197	4.197	3.929	3.929	3.929	3.929
School District regular rates								
School district 621	29.734	29.734	n/a	n/a	27.275	27.275	n/a	n/a
School district 623	n/a	n/a	16.251	16.251	n/a	n/a	17.145	17.145
School District market value rates								
School district 621	0.21069%	0.21069%	n/a	n/a	0.21864%	0.21864%	n/a	n/a
School district 623	n/a	n/a	0.25826%	0.25826%	n/a	n/a	0.25915%	0.25915%
Other Jurisdictions								
Met Council	2.729	2.729	2.729	2.729	2.518	2.518	2.518	2.518
Mosquito Control	0.554	0.554	0.554	0.554	0.510	0.510	0.510	0.510
Metro Watershed	n/a	4.499	4.499	n/a	n/a	4.239	4.239	n/a
Rice Creek Watershed	2.346	n/a	n/a	2.346	2.197	n/a	n/a	2.197
Shoreview HRA	0.345	0.345	0.345	0.345	0.322	0.322	0.322	0.322
Total Regular Tax Rate	141.130	143.283	129.800	127.647	130.351	132.393	122.263	120.221
Change in Regular Tax Rates					-7.6%	-7.6%	-5.8%	-5.8%
Change in Market Valued Tax Rates					3.8%	3.8%	0.3%	0.3%

To illustrate how the property tax bill differs depending on the school district and the watershed district, the two pages that follow show the total tax as well as the change in property tax for each of the four different taxing rates.

The four examples on this page show the total property tax for a median value home with a 10.2% increase in value (increasing from \$224,500 to \$247,500 before homestead market value exclusion, and from \$207,500 to \$232,500 after homestead market value exclusion). The highest property tax is paid by the home in the Mounds View School District and the Metro Watershed District (the second table in the list), but the largest tax increase is for the home in the Roseville School District and the Metro Watershed (the third table in the list).

For a median home in the Mounds View School District and Rice Creek Watershed, total property tax increases about \$170.

	Payable 2014	Payable 2015	Dollar Change	Percent Change
Mounds View Schools & Rice Creek Watershed				
Property tax				
City	\$ 777.92	\$ 809.63	\$ 31.71	4.1%
HRA	7.16	7.49	0.33	4.6%
County	1,409.59	1,457.92	48.33	3.4%
Mounds View Schools	1,089.98	1,175.27	85.29	7.8%
Metropolitan districts	68.13	70.40	2.27	3.3%
Watershed district	48.68	51.08	2.40	4.9%
Total Property Tax	\$3,401.46	\$3,571.79	\$ 170.33	5.0%

For a median home in the Mounds View School District and Metro Watershed, total property tax increases about \$173.

	Payable 2014	Payable 2015	Dollar Change	Percent Change
Mounds View Schools & Metro Watershed				
Property tax				
City	\$ 777.92	\$ 809.63	\$ 31.71	4.1%
HRA	7.16	7.49	0.33	4.6%
County	1,409.59	1,457.92	48.33	3.4%
Mounds View Schools	1,089.98	1,175.27	85.29	7.8%
Metropolitan districts	68.13	70.40	2.27	3.3%
Watershed district	93.35	98.56	5.21	5.6%
Total Property Tax	\$3,446.13	\$3,619.27	\$ 173.14	5.0%

For a median home in the Roseville School District and Metro Watershed, total property tax increases about \$211.

	Payable 2014	Payable 2015	Dollar Change	Percent Change
Roseville Schools & Metro Watershed				
Property tax				
City	\$ 777.92	\$ 809.63	\$ 31.71	4.1%
HRA	7.16	7.49	0.33	4.6%
County	1,409.59	1,457.92	48.33	3.4%
Roseville Schools	917.00	1,040.02	123.02	13.4%
Metropolitan districts	68.13	70.40	2.27	3.3%
Watershed district	93.35	98.56	5.21	5.6%
Total Property Tax	\$3,273.15	\$3,484.02	\$ 210.87	6.4%

For a median home in the Roseville School District and Rice Creek Watershed, total property tax increases about \$208.

	Payable 2014	Payable 2015	Dollar Change	Percent Change
Roseville Schools & Rice Creek Watershed				
Property tax				
City	\$ 777.92	\$ 809.63	\$ 31.71	4.1%
HRA	7.16	7.49	0.33	4.6%
County	1,409.59	1,457.92	48.33	3.4%
Roseville Schools	917.00	1,040.02	123.02	13.4%
Metropolitan districts	68.13	70.40	2.27	3.3%
Watershed district	48.68	51.08	2.40	4.9%
Total Property Tax	\$3,228.48	\$3,436.54	\$ 208.06	6.4%

The four examples on this page show the total property tax for a \$500,000 home with a 10.2% increase in value (from \$500,000 to \$551,000). The homestead market value exclusion does not apply in this example. As shown, the highest property tax is paid by the home in the Mounds View School District and the Metro Watershed District (the second table in the list), but the largest tax increase is for the home in the Roseville School District and the Metro Watershed (the third table in the list).

For a home in the Mounds View School District and Rice Creek Watershed, total property tax increases about \$444.

	Payable 2014	Payable 2015	Dollar Change	Percent Change
<u>Mounds View Schools & Rice Creek Watershed</u>				
Property tax				
City	\$1,874.50	\$1,963.32	\$ 88.82	4.7%
HRA	17.25	18.15	0.90	5.2%
County	3,396.60	3,535.37	138.77	4.1%
Mounds View Schools	2,540.15	2,742.47	202.32	8.0%
Metropolitan districts	164.15	170.71	6.56	4.0%
Watershed district	117.30	123.87	6.57	5.6%
Total Property Tax	\$8,109.95	\$8,553.89	\$ 443.94	5.5%

For a home in the Mounds View School District and Metro Watershed, total property tax increases about \$451.

	Payable 2014	Payable 2015	Dollar Change	Percent Change
<u>Mounds View Schools & Metro Watershed</u>				
Property tax				
City	\$1,874.50	\$1,963.32	\$ 88.82	4.7%
HRA	17.25	18.15	0.90	5.2%
County	3,396.60	3,535.37	138.77	4.1%
Mounds View Schools	2,540.15	2,742.47	202.32	8.0%
Metropolitan districts	164.15	170.71	6.56	4.0%
Watershed district	224.95	238.99	14.04	6.2%
Total Property Tax	\$8,217.60	\$8,669.01	\$ 451.41	5.5%

For a home in the Roseville School District and Metro Watershed, total property tax increases about \$540.

	Payable 2014	Payable 2015	Dollar Change	Percent Change
<u>Roseville Schools & Metro Watershed</u>				
Property tax				
City	\$1,874.50	\$1,963.32	\$ 88.82	4.7%
HRA	17.25	18.15	0.90	5.2%
County	3,396.60	3,535.37	138.77	4.1%
Roseville Schools	2,103.85	2,394.56	290.71	13.8%
Metropolitan districts	164.15	170.71	6.56	4.0%
Watershed district	224.95	238.99	14.04	6.2%
Total Property Tax	\$7,781.30	\$8,321.10	\$ 539.80	6.9%

For a home in the Roseville School District and Rice Creek Watershed, total property tax increases about \$532.

	Payable 2014	Payable 2015	Dollar Change	Percent Change
<u>Roseville Schools & Rice Creek Watershed</u>				
Property tax				
City	\$1,874.50	\$1,963.32	\$ 88.82	4.7%
HRA	17.25	18.15	0.90	5.2%
County	3,396.60	3,535.37	138.77	4.1%
Roseville Schools	2,103.85	2,394.56	290.71	13.8%
Metropolitan districts	164.15	170.71	6.56	4.0%
Watershed district	117.30	123.87	6.57	5.6%
Total Property Tax	\$7,673.65	\$8,205.98	\$ 532.33	6.9%

Operating Budget

The 2015 budget is the second year of the biennial budget. This means that the City will formally amend the second year of the biennial budget and no new formal budget document will be prepared. Instead, the City Council will authorize amendments to the budget and CIP, and will pass resolutions setting the funding level and documenting the changes. This section of the memo provides a summary of budget changes for each operating fund, along with general discussion about the changes to each budget. The following schedules assume a 2% COLA increase for the period 1/1/15 to 6/30/15 and an additional .5% COLA increase for 7/1/15 to 12/31/15 and a \$20 increase in the City contribution to health insurance.

General Fund revenue changes include modifications to license and permit revenue, changes to intergovernmental revenue due to state fire and MSA street maintenance aid, a decrease in administrative charges, increase in plan check fees, and a reduction in administrative citations. A significant portion of expense reductions are related to health insurance savings and the delay of filling the park and recreation director position. The increase in public safety is offset in part by \$219,410 of State Fire Aid revenue. Community development changes are the result of increases in contracted electrical inspection fees.

	2013 Actual	2014		2015		
		Budget	Revised Estimate	Budget	Budget Changes	Amended Budget
General Fund						
Revenue						
Property Taxes	\$6,623,723	\$6,837,154	\$6,837,154	\$7,180,671	\$(157,336)	7,023,335
Licenses and Permits	648,306	324,500	533,935	308,300	21,800	330,100
Intergovernmental	395,433	188,622	558,990	188,622	266,410	455,032
Charges for Services	1,619,489	1,303,110	1,348,631	1,302,400	1,410	1,303,810
Fines and Forfeits	52,440	52,800	47,271	52,800	(4,000)	48,800
Interest Earnings	(118,405)	45,000	45,000	50,000	-	50,000
Other Revenues	31,532	26,108	26,124	26,227	-	26,227
Total Revenue	9,252,518	8,777,294	9,397,105	9,109,020	128,284	9,237,304
Expense						
General Government	\$2,112,852	\$2,227,053	\$2,169,444	\$2,269,274	\$(37,026)	\$2,232,248
Public Safety	3,069,177	3,000,223	3,329,274	3,144,020	280,815	3,424,835
Public Works	1,437,557	1,556,726	1,532,727	1,603,772	(30,409)	1,573,363
Parks and Recreation	1,576,576	1,726,055	1,707,630	1,850,037	(89,850)	1,760,187
Community Development	577,796	590,237	604,691	611,917	4,754	616,671
Total Expense	8,773,958	\$9,100,294	\$9,343,766	\$9,479,020	\$128,284	\$9,607,304
Other Sources (Uses)						
Transfers In	519,000	692,000	692,000	748,000	-	748,000
Transfers Out	(829,963)	(369,000)	(369,000)	(378,000)	-	(378,000)
Net Increase (Decrease)	167,597	-	376,339	-	-	-
Fund Equity, beginning	4,136,009	4,257,497	4,303,606	4,679,945		4,679,945
Fund Equity, ending	\$4,303,606	\$4,257,497	\$4,679,945	\$4,679,945		\$4,679,945

Recycling Fund changes are the result of reduced personal services, increases in supplies for fall and spring clean-up events and lower administrative charges. Charges for services increase as a result of discontinuing free spring and fall clean-up events.

	2013 Actual	2014		2015		
		Budget	Revised Estimate	Budget	Budget Changes	Amended Budget
Recycling Fund						
Revenue						
Intergovernmental	\$ 68,210	\$ 66,000	\$ 66,000	\$ 65,000	\$ -	65,000
Charges for Services	475,716	493,500	499,520	515,500	11,500	527,000
Interest Earnings	(3,790)	-	-	-	-	-
Total Revenue	540,136	559,500	565,520	580,500	11,500	592,000
Expense						
Public Works	\$ 497,335	\$ 529,569	\$ 539,717	\$ 546,629	\$ (2,342)	\$ 544,287
Net Increase (Decrease)	42,801	29,931	25,803	33,871	13,842	47,713
Fund Equity, beginning	162,182	204,983	204,983	230,786		230,786
Fund Equity, ending	\$ 204,983	\$ 234,914	\$ 230,786	\$ 264,657		\$ 278,499

Community Center Fund changes include the reduction of annual memberships and an increase in seasonal memberships, reduced personal services (park and recreation director position, health insurance) increased workers' compensation costs and an increase in electrical utilities. The transfer out has been eliminated due to the delay in the Community Center expansion project. The 2014 fund equity is anticipated to increase by more than \$100,000.

	2013 Actual	2014		2015		
		Budget	Revised Estimate	Budget	Budget Changes	Amended Budget
Community Center Fund						
Revenue						
Charges for Services	\$ 2,351,488	\$ 2,431,850	\$ 2,417,750	\$ 2,470,330	\$ (26,500)	\$ 2,443,830
Interest Earnings	(42,835)	8,000	8,000	5,000	-	5,000
Other Revenues	14,750	13,000	13,000	12,500	-	12,500
Total Revenue	2,323,403	2,452,850	2,438,750	2,487,830	(26,500)	2,461,330
Expense						
Parks and Recreation	2,576,200	2,667,676	2,673,426	2,792,201	(28,790)	2,763,411
Other Sources (Uses)						
Transfers In	312,000	339,000	339,000	366,000	-	366,000
Transfers Out	-	-	-	(200,000)	200,000	-
Net Increase (Decrease)	59,203	124,174	104,324	(138,371)	202,290	63,919
Fund Equity, beginning	989,336	1,048,539	1,048,539	1,152,863		1,152,863
Fund Equity, ending	\$ 1,048,539	\$ 1,172,713	\$ 1,152,863	\$ 1,014,492		\$ 1,216,782

Recreation Programs Fund changes include reduced revenue estimates for fitness and preschool programs, and increased revenue estimates for the summer discovery program. Expense changes include personal services (park and recreation director position, health insurance, fitness and preschool programs associate wages) and increased workers' compensation costs. The transfer out has been eliminated due to the delay in the Community Center expansion project.

	2013 Actual	2014		2015		
		Budget	Revised Estimate	Budget	Budget Changes	Amended Budget
Recreation Programs Fund						
Revenue						
Charges for Services	\$ 1,385,140	\$ 1,460,213	\$ 1,443,555	\$ 1,548,900	\$ (76,812)	\$ 1,472,088
Interest Earnings	(26,234)	4,200	4,200	2,000	-	2,000
Other Revenues	121	-	48	-	-	-
Total Revenue	1,359,027	1,464,413	1,447,803	1,550,900	(76,812)	1,474,088
Expense						
Parks and Recreation	\$ 1,235,931	\$ 1,365,753	\$ 1,278,510	\$ 1,473,775	\$ (129,591)	\$ 1,344,184
Other Sources (Uses)						
Transfers In	70,000	70,000	70,000	72,000	-	72,000
Transfers Out	(80,000)	(100,000)	(100,000)	(320,000)	200,000	(120,000)
Net Increase (Decrease)	113,096	68,660	139,293	(170,875)	252,779	81,904
Fund Equity, beginning	648,639	761,735	761,735	901,028		901,028
Fund Equity, ending	\$ 761,735	\$ 830,395	\$ 901,028	\$ 730,153		\$ 982,932

Cable Television Fund changes are the result of increased administrative charges and reductions in personal services.

	2013 Actual	2014		2015		
		Budget	Revised Estimate	Budget	Budget Changes	Amended Budget
Cable Television Fund						
Revenue						
Charges for Services	\$ 313,361	\$ 314,000	\$ 314,000	\$ 318,000	\$ -	\$ 318,000
Interest Earnings	(5,218)	1,600	1,600	1,700	-	1,700
Other Revenues	2,174	1,200	1,200	1,200	-	1,200
Total Revenue	310,317	316,800	316,800	320,900	-	320,900
Expense						
General Government	\$ 265,821	\$ 149,587	\$ 149,454	\$ 178,763	\$ 14,230	\$ 192,993
Other Sources (Uses)						
Transfers Out	(116,941)	(160,000)	(160,000)	(167,000)	-	(167,000)
Net Increase (Decrease)	(72,445)	7,213	7,346	(24,863)	(14,230)	(39,093)
Fund Equity, beginning	250,624	178,179	178,179	185,525		185,525
Fund Equity, ending	\$ 178,179	\$ 185,392	\$ 185,525	\$ 160,662		\$ 146,432

The EDA Fund changes include reductions in personal services and supply costs, increased workers' compensation, printing and training costs.

	2013 Actual	2014		2015		
		Budget	Revised Estimate	Budget	Budget Changes	Amended Budget
EDA Fund						
Revenue						
Property Taxes	\$ 59,653	\$ 80,000	\$ 80,000	\$ 90,000	\$ -	\$ 90,000
Interest Earnings	(6,377)	-	-	-	-	-
Total Revenue	53,276	80,000	80,000	90,000	-	90,000
Expense						
Community Development	\$ 48,797	\$ 71,007	\$ 75,925	\$ 82,629	\$ 3,251	\$ 85,880
Other Sources (Uses)						
Transfers In	-	-	-	-	-	-
Net Increase (Decrease)	4,479	8,993	4,075	7,371	(3,251)	4,120
Fund Equity, beginning	190,484	194,963	194,963	199,038		199,038
Fund Equity, ending	\$ 194,963	\$ 203,956	\$ 199,038	\$ 206,409		\$ 203,158

HRA Fund changes include reductions in personal services and increased workers' compensation costs, all adjustments net to zero.

	2013 Actual	2014		2015		
		Budget	Revised Estimate	Budget	Budget Changes	Amended Budget
HRA Fund						
Revenue						
Property Taxes	\$ 74,513	\$ 90,000	\$ 90,000	\$ 95,000	\$ -	\$ 95,000
Interest Earnings	(1,980)	-	-	-	-	-
Total Revenue	72,533	90,000	90,000	95,000	-	95,000
Expense						
Community Development	\$ 60,506	\$ 81,371	\$ 81,873	\$ 85,485	\$ 133	\$ 85,618
Other Sources (Uses)						
Transfers In	-	-	-	-	-	-
Net Increase (Decrease)	12,027	8,629	8,127	9,515	(133)	9,382
Fund Equity, beginning	62,170	74,197	74,197	82,324		82,324
Fund Equity, ending	\$ 74,197	\$ 82,826	\$ 82,324	\$ 91,839		\$ 91,706

The Slice of Shoreview Fund budget has no proposed changes for 2015.

	2013 Actual	2014		2015		
		Budget	Revised Estimate	Budget	Budget Changes	Amended Budget
Slice of Shoreview Fund						
Revenue						
Charges for Services	\$ 25,397	\$ 26,000	\$ 26,000	\$ 26,500	\$ -	\$ 26,500
Interest Earnings	(2,537)	-	-	-	-	-
Other Revenues	38,190	32,000	33,155	32,000	-	32,000
Total Revenue	61,050	58,000	59,155	58,500	-	58,500
Expense						
General Government	\$ 67,343	\$ 65,735	\$ 67,872	\$ 67,485	\$ -	\$ 67,485
Other Sources (Uses)						
Transfers In	10,000	10,000	10,000	10,000	-	10,000
Net Increase (Decrease)	3,707	2,265	1,283	1,015	-	1,015
Fund Equity, beginning	62,110	65,817	65,817	67,100		67,100
Fund Equity, ending	\$ 65,817	\$ 68,082	\$ 67,100	\$ 68,115		\$ 68,115

The Debt Service Fund changes are a result of the 2014 debt refunding.

	2013 Actual	2014		2015		
		Budget	Revised Estimate	Budget	Budget Changes	Amended Budget
Debt Service Funds						
Revenue						
Property Taxes	\$ 498,259	\$ 548,000	\$ 548,000	\$ 544,000	\$ -	\$ 544,000
Special Assessments	115,885	100,850	100,850	199,945	-	199,945
Intergovernmental	1,256	1,270	1,180	1,210	(630)	580
Interest Earnings	(66,683)	13,950	13,950	11,670	-	11,670
Total Revenue	548,717	664,070	663,980	756,825	(630)	756,195
Expense						
Debt Service	\$ 1,851,794	\$ 1,674,973	\$ 1,682,573	\$ 1,587,156	\$ 9,261	\$ 1,596,417
Other Sources (Uses)						
Debt Proceeds	2,653,739	-	105,822	10,000	-	10,000
Debt Refunded	(135,000)	(860,000)	(860,000)	(1,385,000)	(105,000)	(1,490,000)
Transfers In	1,168,109	839,610	839,610	814,921	-	814,921
Transfers Out	(50,000)	(66,610)	(66,610)	(50,000)	-	(50,000)
Net Increase (Decrease)	2,333,771	(1,097,903)	(999,771)	(1,440,410)	(114,891)	(1,555,301)
Fund Equity, beginning	2,179,756	4,513,527	4,513,527	3,513,756		3,513,756
Fund Equity, ending	\$ 4,513,527	\$ 3,415,624	\$ 3,513,756	\$ 2,073,346		\$ 1,958,455

Water Fund changes include a 7% water rate increase for 2015 (up from the 4.2% planned in the five-year operating plan), a reduction of intergovernmental revenue (BAB reimbursement) and interest expense as a result of the debt refunding in 2014. Changes to expenses include reductions of personal services and administrative charges, increases include workers' compensation.

	2013 Actual	2014		2015		
		Budget	Revised Estimate	Budget	Budget Changes	Amended Budget
Water Fund						
Revenue						
Special Assessments	\$ 2,275	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	11,992	12,620	11,700	12,200	(11,225)	975
Charges for Services (utility chgs)	2,692,684	2,653,500	2,551,928	2,760,000	73,000	2,833,000
Interest Earnings	(121,490)	34,000	34,000	38,000	-	38,000
Total Revenue	2,585,461	2,700,120	2,597,628	2,810,200	61,775	2,871,975
Expense						
Enterprise Operations	1,403,838	1,503,536	1,467,336	1,565,163	(27,136)	1,538,027
Debt Service	213,477	160,623	182,442	148,243	(5,340)	142,903
Depreciation	622,826	639,000	639,000	651,000	-	651,000
Total Expense	2,240,141	2,303,159	2,288,778	2,364,406	(32,476)	2,331,930
Other Sources (Uses)						
Transfers Out	(263,057)	(303,000)	(303,000)	(345,000)	-	(345,000)
Net Increase (Decrease)	82,263	93,961	5,850	100,794	94,251	195,045
Note: Excludes contributed assets						

Sewer Fund changes include a planned 3% sewer rate increase for 2015, a reduction of intergovernmental revenue (BAB reimbursement) and interest expense as a result of the debt refunding in 2014. Changes to expenses include reductions of personal services, MCES disposal charges, increases include supplies, workers' compensation, and infiltration mitigation contractual charges.

	2013 Actual	2014		2015		
		Budget	Revised Estimate	Budget	Budget Changes	Amended Budget
Sewer Fund						
Revenue						
Special Assessments	\$ 3,196	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	9,555	10,050	9,315	9,720	(8,945)	775
Charges for Services (misc)	703	1,000	1,000	1,000	-	1,000
Charges for Services (utility chgs)	3,773,453	3,822,500	3,901,485	3,936,500	9,000	3,945,500
Interest Earnings	(68,517)	24,000	24,000	27,000	-	27,000
Total Revenue	3,718,390	3,857,550	3,935,800	3,974,220	55	3,974,275
Expense						
Enterprise Operations	3,100,871	3,219,590	3,194,611	3,308,671	(9,577)	3,299,094
Debt Service	73,840	58,177	69,502	54,309	(1,452)	52,857
Depreciation	326,338	330,000	330,000	348,000	-	348,000
Total Expense	3,501,049	3,607,767	3,594,113	3,710,980	(11,029)	3,699,951
Other Sources (Uses)						
Transfers Out	(200,567)	(181,000)	(181,000)	(181,000)	-	(181,000)
Net Increase (Decrease)	16,774	68,783	160,687	82,240	11,084	93,324
Note: Excludes contributed assets						

Surface Water Fund changes include a reduction of intergovernmental revenue (BAB reimbursement) and interest expense as a result of the debt refunding in 2014. Changes to expenses include reductions in administrative charges, increases include workers' compensation. The planned 10% increase in surface water rates for 2015 is unchanged.

	2013 Actual	2014		2015		
		Budget	Revised Estimate	Budget	Budget Changes	Amended Budget
Surface Water Fund						
Revenue						
Special Assessments	\$ 662	\$ -	\$ -	\$ -	\$ -	\$ -
Intergovernmental	3,472	3,660	3,390	3,550	(3,270)	280
Charges for Services (utility chgs)	1,220,385	1,325,577	1,352,426	1,453,803	2,954	1,456,757
Interest Earnings	(36,414)	8,000	8,000	9,000	-	9,000
Total Revenue	1,188,105	1,337,237	1,363,816	1,466,353	(316)	1,466,037
Expense						
Enterprise Operations	621,960	826,595	837,309	865,205	(12,069)	853,136
Debt Service	104,508	82,116	86,004	72,244	(497)	71,747
Depreciation	228,865	248,000	248,000	266,000	-	266,000
Total Expense	955,333	1,156,711	1,171,313	1,203,449	(12,566)	1,190,883
Other Sources (Uses)						
Transfers Out	(126,900)	(147,000)	(147,000)	(152,000)	-	(152,000)
Net Increase (Decrease)	105,872	33,526	45,503	110,904	12,250	123,154
Note: Excludes contributed assets						

Street Lighting Fund changes include reductions of personal services and administrative charges. The planned 4% increase in street lighting rates for 2015 is unchanged.

	2013 Actual	2014		2015		
		Budget	Revised Estimate	Budget	Budget Changes	Amended Budget
Street Lighting Fund						
Revenue						
Special Assessments	\$ 208	\$ -	\$ -	\$ -	\$ -	\$ -
Charges for Services (utility chgs)	474,664	493,000	493,000	513,000	-	513,000
Interest Earnings	(8,726)	2,200	2,200	2,500	-	2,500
Other Revenues		500	500	500	-	500
Total Revenue	466,146	495,700	495,700	516,000	-	516,000
Expense						
Enterprise Operations	251,702	267,491	264,278	276,409	(4,667)	271,742
Depreciation	44,484	58,000	58,000	66,000	-	66,000
Total Expense	296,186	325,491	322,278	342,409	(4,667)	337,742
Other Sources (Uses)						
Transfers Out	(19,000)	(20,400)	(20,400)	(22,400)	-	(22,400)
Net Increase (Decrease)	150,960	149,809	153,022	151,191	4,667	155,858
Note: Excludes contributed assets						

Central Garage Fund changes include a reduction of intergovernmental revenue (BAB reimbursement) as a result of the debt refunding in 2014. Changes to expenses include reductions of personal services, increases in workers' compensation, electrical utilities and a reduction of bond interest as a result of the debt refunding.

	2013 Actual	2014		2015		
		Budget	Revised Estimate	Budget	Budget Changes	Amended Budget
Central Garage Fund						
Revenue						
Property Taxes	\$ 183,111	\$ 184,000	\$ 184,000	\$ 208,000	\$ -	\$ 208,000
Intergovernmental	78,711	83,170	77,099	80,850	(74,440)	6,410
Central Garage Charges	1,207,379	1,242,855	1,242,855	1,256,090	-	1,256,090
Interest Earnings	(35,588)	9,500	9,500	10,500	-	10,500
Other Revenues	6,068	-	-	-	-	-
Total Revenue	1,439,681	1,519,525	1,513,454	1,555,440	(74,440)	1,481,000
Expense						
Central Garage Operations	568,179	599,799	617,185	617,652	3,801	621,453
Debt Service	243,127	238,054	310,487	234,187	(31,776)	202,411
Depreciation	641,112	660,000	660,000	660,000	-	660,000
Total Expense	1,452,418	1,497,853	1,587,672	1,511,839	(27,975)	1,483,864
Other Sources (Uses)						
Sale of Asset-Gain	56,763	29,000	29,000	-	-	-
Transfers In	200,900	119,400	119,400	119,400	-	119,400
Transfers Out	(4,802)	-	-	(14,000)	-	(14,000)
Net Increase (Decrease)	240,124	170,072	74,182	149,001	(46,465)	102,536
Contributed Capital Assets	-	-	-	-	-	-
Fund Equity, beginning	3,963,820	4,203,944	4,203,944	4,278,126		4,278,126
Fund Equity, ending	\$ 4,203,944	\$ 4,374,016	\$ 4,278,126	\$ 4,427,127		\$ 4,380,662
Note: Excludes contributed assets						

The Short-term Disability Fund budget has no proposed changes for 2015.

	2013 Actual	2014		2015		
		Budget	Revised Estimate	Budget	Budget Changes	Amended Budget
Short-term Disability Fund						
Revenue						
Charges for Services (misc)	\$ 7,540	\$ 7,500	\$ 7,500	\$ 7,500	\$ -	\$ 7,500
Interest Earnings	(1,471)	450	450	500	-	500
Total Revenue	6,069	7,950	7,950	8,000	-	8,000
Expense						
Miscellaneous	4,416	8,000	12,000	8,000	-	8,000
Total Expense	4,416	8,000	12,000	8,000	-	8,000
Net Increase (Decrease)	1,653	(50)	(4,050)	-	-	-
Fund Equity, beginning	39,604	41,257	41,257	37,207		37,207
Fund Equity, ending	\$ 41,257	\$ 41,207	\$ 37,207	\$ 37,207		\$ 37,207

The Liability Claims Fund budget has no proposed changes for 2015.

	2013 Actual	2014		2015		
		Budget	Revised Estimate	Budget	Budget Changes	Amended Budget
Liability Claims Fund						
Revenue						
Interest Earnings	\$ (7,582)	\$ 2,100	\$ 2,100	\$ 2,200	\$ -	\$ 2,200
Other Revenues	33,053	30,000	30,000	30,000	-	30,000
Total Revenue	25,471	32,100	32,100	32,200	-	32,200
Expense						
Miscellaneous	19,874	32,000	72,000	32,000	-	32,000
Total Expense	19,874	32,000	72,000	32,000	-	32,000
Net Increase (Decrease)	5,597	100	(39,900)	200	-	200
Fund Equity, beginning	222,282	227,879	227,879	187,979		187,979
Fund Equity, ending	\$ 227,879	\$ 227,979	\$ 187,979	\$ 188,179		\$ 188,179

Utility Rates

The change in the total utility bill will vary based on the amount of water used by each customer, and by the type of customer. To put the rate change into perspective, two tables are presented to estimate the change on residential customers at various water usage levels.

For the average residential customer (using an average of 17,500 gallons of water per quarter, and 12,000 gallons of in the winter) the total utility bill will increase \$8.38 per quarter. The majority of the increase is for water charges.

Average User	2014	2015	Change
Water	\$ 47.49	\$ 50.87	\$ 3.38
Sewer	82.61	85.09	2.48
Surface water	21.26	23.39	2.13
Street lighting	9.85	10.24	0.39
State fee	1.59	1.59	-
Total	\$ 162.80	\$ 171.18	\$ 8.38

The next table shows the change in the utility bill for residential customers at 6 different usage levels. Customers with the lowest usage receive a smaller increase in cost than customers with higher usage levels. The second column of the table shows the percentage of residential customers that fall within each usage level.

Use Level	% of Homes	Water Gallons	Sewer Gallons	Total Utility Bill		Change in Quarterly Bill
				2014	2015	
Very low	10%	5,000	4,000	\$ 107.86	\$ 113.43	\$ 5.57
Low	22%	10,000	8,000	\$ 128.82	\$ 135.39	\$ 6.57
Average	42%	17,500	12,000	\$ 162.80	\$ 171.18	\$ 8.38
Above avg	19%	25,000	22,000	\$ 197.31	\$ 207.51	\$ 10.20
High	5%	55,000	26,000	\$ 313.11	\$ 331.46	\$ 18.35
Very high	2%	80,000	34,000	\$ 434.08	\$ 460.21	\$ 26.13

Major Capital Funds

Projected fund balances and capital costs for major capital funds are presented on the next three pages. These schedules show revenue dedicated to each fund, planned project costs, and estimated fund balance.

Street Renewal Fund projections indicate that tax levy increases ranging from \$50,000 to \$67,000 per year through 2019 will support planned projects. Street rehabilitation bonds were issued in 2013.

Street Renewal Fund Capital Projections	Estimated 2014	Projected 2015	Projected 2016	Projected 2017	Projected 2018	Projected 2019
Revenue						
Property taxes	\$ 900,000	\$ 950,000	\$ 1,000,000	\$ 1,060,000	\$ 1,124,000	\$ 1,191,000
Assessments	12,821	12,821	12,821	12,821	12,821	6,200
Investment interest	22,200	27,600	28,100	33,900	35,800	41,400
Other	-	-	-	-	-	-
Total Revenues	\$ 935,021	\$ 990,421	\$ 1,040,921	\$ 1,106,721	\$ 1,172,621	\$ 1,238,600
Expense						
Street condition survey	6,500	7,500	7,500	7,500	8,500	8,500
Sealcoat and crack fill	314,200	317,500	325,400	336,700	339,700	346,000
Street rehabilitation current projects:						
Hanson Oakridge neighborhood	661,500	-	-	-	-	-
Turtle Lane neighborhood	-	745,600	-	-	-	-
Windward Heights neighborhood	-	-	627,200	627,200	-	-
Bridge/Lion neighborhood	-	-	-	-	899,700	-
Wabasso neighborhood	-	-	-	-	-	766,000
Prior years	131,000	-	-	-	-	-
Total Expense	\$ 1,113,200	\$ 1,070,600	\$ 960,100	\$ 971,400	\$ 1,247,900	\$ 1,120,500
Other Sources (Uses)						
Transfers in/General fund	-	-	-	-	-	-
Total Other Sources (Uses)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Net change	(178,179)	(80,179)	80,821	135,321	(75,279)	118,100
Fund equity, beginning	2,462,584	2,284,405	2,204,226	2,285,047	2,420,368	2,345,089
Fund equity, ending	\$ 2,284,405	\$ 2,204,226	\$ 2,285,047	\$ 2,420,368	\$ 2,345,089	\$ 2,463,189
Years of capital coverage (avg expense)	2.5	2.4	2.5	2.7	2.6	2.7
Tax levy percent change	6.5%	5.6%	5.3%	6.0%	6.0%	6.0%

MSA Fund projections indicate that the City's annual allocation combined with existing fund balances will support planned project costs through the year 2018. Projects planned for 2019 will require advance encumbrance of MSA funds to support costs.

MSA Fund	Estimated	Projected	Projected	Projected	Projected	Projected
Capital Projections	2014	2015	2016	2017	2018	2019
Revenue						
Intergovt (MSA allocation)	\$ 652,354	\$ 652,354	\$ 652,354	\$ 652,354	\$ 652,354	\$ 652,354
Investment interest	600	2,300	4,300	2,100	2,200	4,200
Total Revenues	\$ 652,954	\$ 654,654	\$ 656,654	\$ 654,454	\$ 654,554	\$ 656,554
Expense						
MSA Street Rehabilitation	3,700	-	1,550,000	-	-	-
County Rd D & Cottage Pl Neighbr	55,422	-	-	-	-	-
Red Fox Road Reconstruction	27,637	-	-	-	-	-
Rice Street/I-694 Interchange	-	-	-	420,000	-	-
Highway 49/Hodgson (96-Gramsie)	-	-	-	218,000	-	-
Bridge, Lion Neighborhood	-	-	-	-	150,000	-
Owasso Blvd N Reconstruction	-	-	-	-	-	2,570,000
Total Expense	\$ 86,759	\$ -	\$ 1,550,000	\$ 638,000	\$ 150,000	\$ 2,570,000
Net change	566,195	654,654	(893,346)	16,454	504,554	(1,913,446)
Fund equity, beginning	209,978	776,173	1,430,827	537,481	553,935	1,058,489
Fund equity, ending	\$ 776,173	\$ 1,430,827	\$ 537,481	\$ 553,935	\$ 1,058,489	\$ (854,957)
Fund equity percent of avg expense	84.2%	155.2%	58.3%	60.1%	114.8%	-92.8%
Months capital coverage (avg expense)	10.1	18.6	7.0	7.2	13.8	(11.1)

MSA streets are typically City streets with higher traffic volumes. The City may designate up to 20% of local streets as MSA routes, and the routes are subject to certain State design requirements.

General Fixed Asset Fund projections indicate that tax levy increases ranging from \$10,000 to \$77,583 per year through 2019 will support planned projects. Starting in 2018, the increase in the General Fixed Asset Fund share of the levy is projected to increase .7% annually (unless capital projections change, requiring higher levies).

General Fixed Asset Fund Capital Projections	Estimated 2014	Projected 2015	Projected 2016	Projected 2017	Projected 2018	Projected 2019
Revenue						
Property taxes	\$ 1,350,000	\$ 1,427,583	\$ 1,475,000	\$ 1,495,000	\$ 1,505,000	\$ 1,515,000
Investment interest	4,000	4,000	6,000	10,000	10,000	11,000
Other	-	32,226	-	-	7,860	-
Total Revenues	\$ 1,354,000	\$ 1,463,809	\$ 1,481,000	\$ 1,505,000	\$ 1,522,860	\$ 1,526,000
Expense						
Fire stations & equipment	156,835	134,840	110,915	562,110	77,490	2,768
Warning sirens	-	18,000	-	27,000	-	27,000
Municipal buildings	596,505	579,000	105,000	335,000	210,400	315,000
Park facilities	107,525	337,000	208,000	242,400	405,000	223,200
Trails	133,500	75,000	122,000	127,000	80,000	80,000
Total Expense	\$ 994,365	\$ 1,143,840	\$ 545,915	\$ 1,293,510	\$ 772,890	\$ 647,968
Other Sources (Uses)						
Transfers out/Capital Imprv (IT) fund	(118,871)	(221,000)	(138,000)	(119,500)	(559,000)	(199,000)
Transfers out/debt funds	(180,000)	(180,000)	(180,000)	(180,000)	(180,000)	(180,000)
Total Other Sources (Uses)	\$ (298,871)	\$ (401,000)	\$ (318,000)	\$ (299,500)	\$ (739,000)	\$ (379,000)
Net change	60,764	(81,031)	617,085	(88,010)	10,970	499,032
Fund equity, beginning	481,565	542,329	461,298	1,078,383	990,373	1,001,343
Fund equity, ending	\$ 542,329	\$ 461,298	\$ 1,078,383	\$ 990,373	\$ 1,001,343	\$ 1,500,375
Months of average capital coverage	5.8	4.9	11.5	10.6	10.7	16.0
Tax levy percent change	8.6%	5.7%	3.3%	1.4%	0.7%	0.7%

Information Technology Fund projections indicate that tax levy increases equal to \$5,000 per year through 2018, and \$15,000 per year will support planned technology purchases. The small tax levy is intended to assist in funding new technology purchases that cannot be funded through replacement funds.

Information Technology Fund Capital Projections	Estimated 2014	Projected 2015	Projected 2016	Projected 2017	Projected 2018	Projected 2019
Revenue						
Property taxes	\$ 20,000	\$ 25,000	\$ 30,000	\$ 35,000	\$ 40,000	\$ 40,000
Investment interest	200	100	400	400	1,100	1,600
Total Revenues	\$ 20,200	\$ 25,100	\$ 30,400	\$ 35,400	\$ 41,100	\$ 41,600
Expense						
Computer equipment/software	168,950	240,600	138,800	157,100	567,300	213,100
Total Expense	\$ 168,950	\$ 240,600	\$ 138,800	\$ 157,100	\$ 567,300	\$ 213,100
Other Sources (Uses)						
Transfers in/Gen Fixed Asset Fund	118,871	221,000	138,000	119,500	559,000	199,000
Transfers in/Water Fund	-	800	-	3,800	-	800
Transfers in/Sewer Fund	-	800	-	3,800	-	800
Transfers in/Central Garage Fund	-	14,000	-	-	-	-
Total Other Sources (Uses)	\$ 118,871	\$ 236,600	\$ 138,000	\$ 127,100	\$ 559,000	\$ 200,600
Net change	(29,879)	21,100	29,600	5,400	32,800	29,100
Fund equity, beginning	43,267	13,388	34,488	64,088	69,488	102,288
Fund equity, ending	\$ 13,388	\$ 34,488	\$ 64,088	\$ 69,488	\$ 102,288	\$ 131,388
Months of capital coverage (avg exp)	0.7	1.8	3.4	3.7	5.4	6.9

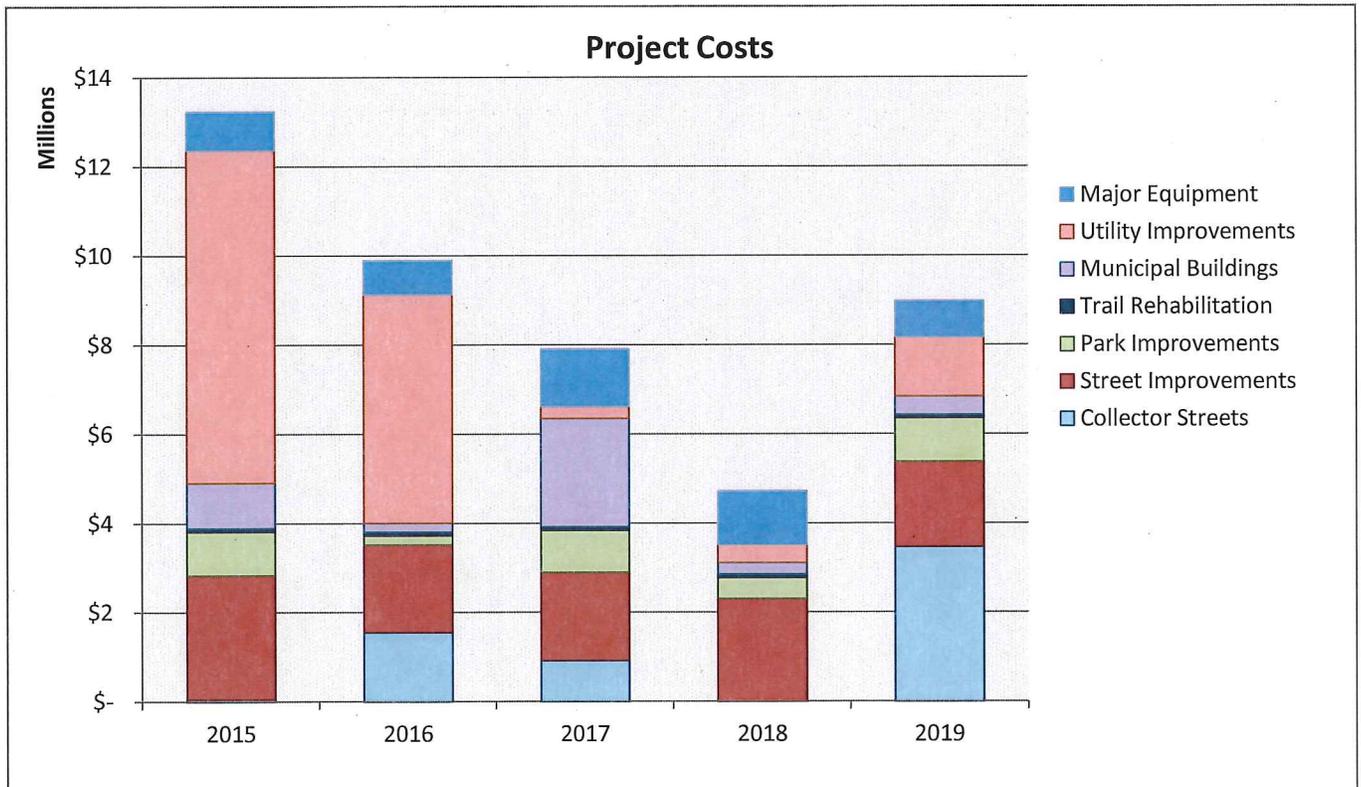
Community Investment Fund projections indicate that Franchise, PCS antenna rental and Billboard fees will be sufficient to support planned building, park and trail projects providing community-wide benefit thru 2016. Any Increases in costs associated with the planned Community Center expansion in 2017 would causes the fund to have a negative fund balance. The city would either have to delay the expansion project or consider other financing options such as bonding for a portion of the project in order to maintain a positive fund balance and meet the minimum fund balance policy requirement.

Community Investment Fund	Estimated	Projected	Projected	Projected	Projected	Projected
Capital Projections	2014	2015	2016	2017	2018	2019
Revenue						
Franchise fees	\$ 804,000	\$ 804,000	\$ 804,000	\$ 804,000	\$ 804,000	\$ 804,000
PCS Antenna rentals	280,227	292,408	305,175	318,556	332,581	347,281
Billboard fees	50,000	51,500	53,045	54,636	56,275	57,964
Investment interest	4,700	10,900	12,300	-	-	-
Total Revenues	\$ 1,138,927	\$ 1,158,808	\$ 1,174,520	\$ 1,177,192	\$ 1,192,856	\$ 1,209,245
Expense						
Community Center improvements	31,250	320,000	50,000	50,000	50,000	50,000
Community Center addition	6,000	-	-	1,500,000	-	-
Wading pool/splash pool	-	450,000	-	-	-	-
Park facilities improvements	17,500	87,500	-	700,000	65,000	750,000
Trails and pathways	201,500	-	-	94,000	-	-
Property acquisition	275,000	-	-	-	-	-
Total Expense	\$ 531,250	\$ 857,500	\$ 50,000	\$ 2,344,000	\$ 115,000	\$ 800,000
Other Sources (Uses)						
Transfers in/Capital Imprv Fund	-	-	-	-	-	-
Transfers out/debt service funds	(175,000)	(175,000)	(175,000)	(175,000)	(175,000)	(180,000)
Total Other Sources (Uses)	\$ (175,000)	\$ (175,000)	\$ (175,000)	\$ (175,000)	\$ (175,000)	\$ (180,000)
Net change	432,677	126,308	949,520	(1,341,808)	902,856	229,245
Fund equity, beginning	557,471	990,148	1,116,456	2,065,976	724,168	1,627,024
Fund equity, ending	\$ 990,148	\$ 1,116,456	\$ 2,065,976	\$ 724,168	\$ 1,627,024	\$ 1,856,269
Months of capital coverage (avg exp)	15.2	17.1	31.7	11.1	24.9	28.5
Minimum fund balance	\$ 170,134	\$ 342,320	\$ 516,653	\$ 693,232	\$ 872,160	\$ 1,114,009
Fund balance in excess of minimum	\$ 820,014	\$ 774,136	\$ 1,549,323	\$ 30,936	\$ 754,864	\$ 742,260

A listing of proposed capital projects and a summary of funding sources is provided on the next 3 pages.

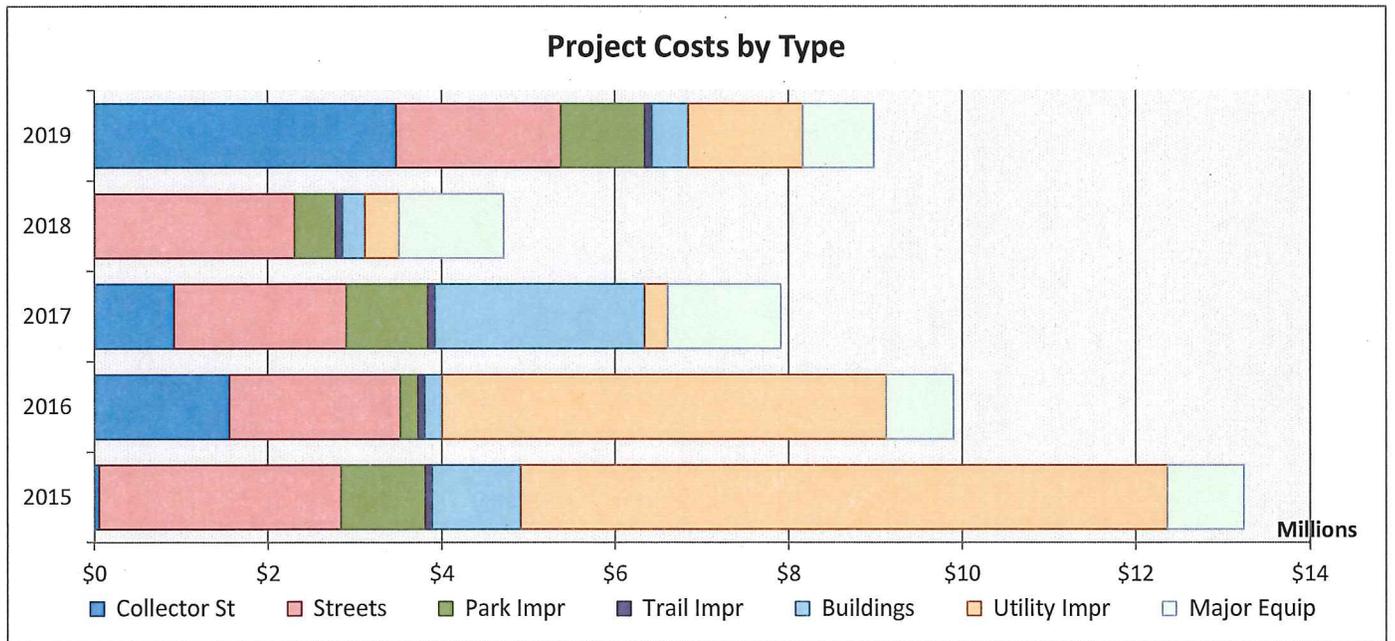
Proposed Capital Improvement Program

Description	Year 2014	Year 2015	Year 2016	Year 2017	Year 2018	Year 2019
Resources						
Debt Issuance	\$ 1,608,500	\$ 8,501,900	\$ 5,852,800	\$ 1,080,800	\$ 933,300	\$ 2,720,000
Intergovernmental	-	500,000	1,550,000	638,000	150,000	2,570,000
Internal Funds	3,437,501	4,235,540	2,492,815	6,191,010	3,631,310	3,694,798
Total Resources	\$ 5,046,001	\$ 13,237,440	\$ 9,895,615	\$ 7,909,810	\$ 4,714,610	\$ 8,984,798
Project Costs						
Collector Streets	\$ -	\$ 50,000	\$ 1,550,000	\$ 917,000	\$ -	\$ 3,470,000
Street Improvements	2,105,700	2,787,500	1,969,900	1,981,200	2,303,200	1,905,500
Park Improvements	400,025	974,500	208,000	942,400	470,000	973,200
Trail Rehabilitation	335,000	75,000	75,000	80,000	80,000	80,000
Municipal Buildings	633,755	1,022,216	198,050	2,423,130	260,400	415,000
Utility Improvements	710,000	7,455,000	5,125,000	265,000	391,220	1,322,230
Major Equipment	861,521	873,224	769,665	1,301,080	1,209,790	818,868
Total Project Costs	\$ 5,046,001	\$ 13,237,440	\$ 9,895,615	\$ 7,909,810	\$ 4,714,610	\$ 8,984,798



Project Resources

Description	Year 2014	Year 2015	Year 2016	Year 2017	Year 2018	Year 2019
Debt						
Improvement Bonds (assmts)	\$ 154,400	\$ 149,200	\$ 122,850	\$ 197,850	\$ 184,720	\$ 250,000
Water Revenue Bonds	930,000	6,410,000	5,250,000	404,000	61,500	770,000
Sewer Revenue Bonds	182,500	1,345,000	230,000	229,000	230,000	1,250,000
Surface Water Revenue Bonds	341,600	597,700	249,950	249,950	457,080	450,000
Total Debt	1,608,500	8,501,900	5,852,800	1,080,800	933,300	2,720,000
Intergovernmental						
State of MN - MNDOT	-	500,000	-	-	-	-
MSA	-	-	1,550,000	638,000	150,000	2,570,000
Total Intergovernmental	-	500,000	1,550,000	638,000	150,000	2,570,000
Internal Funds						
Community Center Fund	-	100,000	-	250,000	-	-
Recreation Programs Fund	-	-	-	250,000	-	-
Cable Television Fund	-	25,000	-	-	-	50,000
Street Renewal Fund	982,200	1,070,600	960,100	971,400	1,247,900	1,120,500
General Fixed Asset Fund	1,113,236	1,364,840	683,915	1,413,010	1,331,890	846,968
Capital Acquisition Fund (IT)	50,079	4,000	800	30,000	8,300	12,500
Community Investment Fund	531,250	857,500	50,000	2,344,000	115,000	800,000
Water Fund	15,000	15,800	15,000	18,800	15,000	15,800
Sewer Fund	10,000	10,800	10,000	13,800	10,000	10,800
Street Lighting Fund	225,000	220,000	235,000	332,000	363,220	287,230
Central Garage Fund	510,736	567,000	538,000	568,000	540,000	551,000
Total Internal Funds	3,437,501	4,235,540	2,492,815	6,191,010	3,631,310	3,694,798
Total Resources	\$ 5,046,001	\$ 13,237,440	\$ 9,895,615	\$ 7,909,810	\$ 4,714,610	\$ 8,984,798



Project Costs

Description	Year 2014	Year 2015	Year 2016	Year 2017	Year 2018	Year 2019
Collector Streets						
Street Rehabilitation	\$ -	\$ -	\$ 1,550,000	\$ -	\$ -	\$ -
Lexington Ave Reconstruction	-	50,000	-	-	-	-
Rice Street/I-694 Interchange	-	-	-	420,000	-	-
Highway 49/Hodgson (H96-Gramsie)	-	-	-	497,000	-	-
Owasso Boulevard N Reconstruction	-	-	-	-	-	3,470,000
Total Collector Streets	-	50,000	1,550,000	917,000	-	3,470,000
Street Improvements						
Sealcoat Streets	320,700	325,000	332,900	344,200	348,200	354,500
Railroad Crossing Quiet Zones	-	500,000	-	-	-	-
Hanson, Oakridge Neighborhood	1,785,000	-	-	-	-	-
Turtle Lane Neighborhood	-	1,962,500	-	-	-	-
Windward Heights Neighborhood	-	-	1,637,000	1,637,000	-	-
Bridge, Lion Neighborhood	-	-	-	-	1,955,000	-
Wabasso Neighborhood	-	-	-	-	-	1,551,000
Total Street Improvements	2,105,700	2,787,500	1,969,900	1,981,200	2,303,200	1,905,500
Park Improvements						
Park Facility Replacements	20,000	160,000	40,000	170,000	223,000	164,000
Park Facility Improvements	17,500	87,500	-	700,000	65,000	750,000
Parking & Driveways	-	77,000	78,000	72,400	82,000	4,200
Tennis & Basketball Court Pavement	87,525	35,000	40,000	-	40,000	40,000
Park Building Rehabilitation	-	65,000	50,000	-	60,000	15,000
Commons Property Acquisition	275,000	-	-	-	-	-
Wading Pool Replacement	-	550,000	-	-	-	-
Total Park Improvements	400,025	974,500	208,000	942,400	470,000	973,200
Trail Rehabilitation and Extensions	335,000	75,000	75,000	80,000	80,000	80,000
Municipal Buildings						
Fire Stations	-	98,216	43,050	38,130	-	-
General Government Buildings	56,000	25,000	-	-	-	50,000
Community Center Rehabilitation	320,710	216,000	60,000	133,000	52,000	180,000
Banquet Facility	91,000	60,000	15,000	117,000	55,000	20,000
Pool & Locker Room Areas	61,850	436,000	-	20,000	63,400	95,000
Furniture & Equipment	66,945	137,000	30,000	65,000	40,000	20,000
Community Center Improvements	31,250	50,000	50,000	50,000	50,000	50,000
Community Center Addition	6,000	-	-	2,000,000	-	-
Total Municipal Buildings	633,755	1,022,216	198,050	2,423,130	260,400	415,000
Utility Improvements						
Water Systems	40,000	350,000	100,000	-	-	125,000
Water Treatment Plant	500,000	5,700,000	4,800,000	-	-	-
Sanitary Sewer Rehabilitation	-	800,000	-	-	-	950,000
Sewer Lift Stations	20,000	335,000	75,000	30,000	30,000	-
Pretreatment Structures	-	120,000	-	-	120,000	-
Residential Street Lights	150,000	150,000	150,000	235,000	241,220	247,230
Total Utility Improvements	710,000	7,455,000	5,125,000	265,000	391,220	1,322,230
Major Equipment						
Fire Equipment	156,835	36,624	67,865	523,980	77,490	2,768
Warning Sirens	-	18,000	-	27,000	-	27,000
Computer Systems	168,950	240,600	138,800	157,100	567,300	213,100
Central Garage Equipment	535,736	578,000	563,000	593,000	565,000	576,000
Total Major Equipment	861,521	873,224	769,665	1,301,080	1,209,790	818,868
Total Capital Projects	\$ 5,046,001	\$ 13,237,440	\$ 9,895,615	\$ 7,909,810	\$ 4,714,610	\$ 8,984,798

City of Shoreview Budget Hearing Presentation

2015 Budget and Tax Levy

Presentation Notes/Format

- Handout
 - 2015 Budget Summary (booklet)
 - Page numbers in presentation refer to booklet pages
 - Not all material covered in presentation
- Other information on website
 - Utility Operations
 - Community Benchmarks
 - Biennial Budget and CIP
 - Five-year Operating Plan

Handout Page #

Budget Objectives

- Balance General fund budget
- Maintain existing services and programs
- Fund infrastructure replacement
- Continue 5-year financial planning
- Meet debt obligations
- Maintain AAA bond rating
- Amend biennial budget
- Protect and enhance parks and recreational facilities

Budget Objectives

- Position the City to address future challenges and opportunities
 - Maintain and revitalize neighborhoods
 - Encourage business expansion and reinvestment
 - Assist redevelopment opportunities
 - Utilize technology to improve services and communications

Proposed Tax Levy and Estimated Tax Rate

	2014	2015	Change		Impact on Total Levy
	Adopted Levy	Proposed Levy	Amount	Percent	
General Fund	\$ 6,837,154	\$ 7,023,335	\$186,181	2.72%	1.86%
EDA and HRA Funds	170,000	185,000	15,000	8.82%	0.15%
Debt (all funds combined)	732,000	752,000	20,000	2.73%	0.20%
Replacement Funds	2,250,000	2,377,583	127,583	5.67%	1.27%
Capital Acquisition Fund (IT)	20,000	25,000	5,000	25.00%	0.05%
Total Tax Levy	\$10,009,154	\$10,362,918	\$353,764	3.53%	3.53%
Taxable Value (millions)	\$ 23.952	\$ 26.712	\$ 2.760	11.52%	
Tax Rate-City	37.490%	34.823%	-2.667%	-7.11%	
Tax Rate-HRA	0.345%	0.322%	-0.023%	-6.67%	
Fiscal Disparities Contribution	\$ 939,456	\$ 965,979	\$ 26,523	2.82%	

Shoreview receives no state aid in 2014 or 2015.

Proposed levy is \$154,753 less than the adopted biennial budget.

Items Impacting the Tax Levy

- Public safety contracts (police & fire) \$ 208,015
- Capital funds 132,583
- Debt payments 47,000
- Wage and benefit adjustments (net) 82,277
- Central Garage (equipment/building charges) 22,565
- Debt payments 20,000
- EDA and HRA levy 15,000
- Community survey 13,000
- Street maintenance supplies 12,200
- Building inspection – contractual inspections 8,900

Items Impacting the Tax Levy

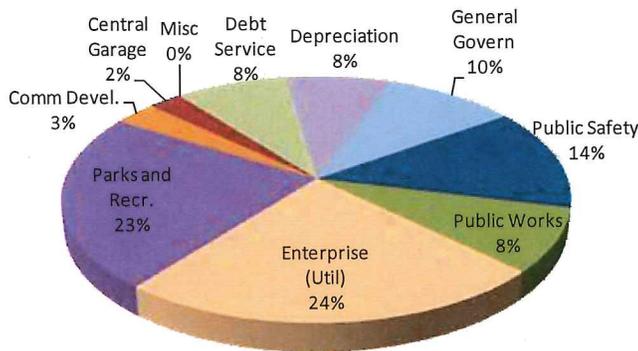
● Forestry & Nursery supplies	\$ (15,000)
● Election Costs	(27,500)
● Park & Rec. director – (position delayed)	(27,923)
● State MSA Street Maintenance Aid	(47,000)
● Transfers from utility funds	(49,000)
● All other changes combined (net)	<u>40,975</u>
Total Levy Changes	\$ 353,764

Total Operating Expense

	2014		2015	Change from
	Budget	Revised Estimate	Budget	2014 Budget
Expense				
General Govern	\$ 2,442,375	\$ 2,386,770	\$ 2,492,726	\$ 50,351
Public Safety	3,000,223	3,329,274	3,424,835	424,612
Public Works	2,086,295	2,072,444	2,117,650	31,355
Parks and Recr.	5,759,484	5,659,566	5,867,782	108,298
Community Devel.	742,615	762,489	788,169	45,554
Enterprise Oper.	5,817,212	5,763,534	5,961,999	144,787
Central Garage	599,799	617,185	621,453	21,654
Miscellaneous	40,000	84,000	40,000	-
Debt Service	2,213,943	2,331,008	2,066,335	(147,608)
Depreciation	1,935,000	1,935,000	1,991,000	56,000
Total Expense	\$ 24,636,946	\$ 24,941,270	\$ 25,371,949	\$ 735,003
				3.0%

Excluding capital funds, debt refunding and transfers between funds.

Total Operating Expense

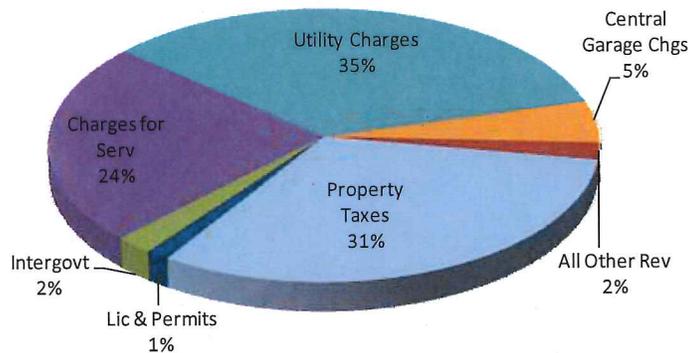


Total Operating Revenue

	2014		2015	Change from
	Budget	Revised Estimate	Budget	2014 Budget
Revenue				
Property Taxes	\$ 7,739,154	\$ 7,739,154	\$ 7,960,335	\$ 221,181
Special Assessments	100,850	100,850	199,945	99,095
Licenses and Permits	324,500	533,935	330,100	5,600
Intergovernmental	365,392	727,674	529,052	163,660
Charges for Services	6,037,173	6,057,956	6,099,728	62,555
Fines and Forfeits	52,800	47,271	48,800	(4,000)
Utility Charges	8,294,577	8,298,839	8,748,257	453,680
Central Garage Chgs	1,242,855	1,242,855	1,256,090	13,235
Interest Earnings	153,000	153,000	160,070	7,070
Other Revenues	102,808	104,027	102,427	(381)
Total Revenue	\$ 24,413,109	\$ 25,005,561	\$ 25,434,804	\$ 1,021,695
				4.2%

Excluding capital funds and transfers between funds.

Total Operating Revenue



Budget Reduction/ Efficiency Strategies

- Contract for police and fire protection
- Continue use of correctional crew
- Maintain no contingency allowance
- Long-term preventative maintenance
- Maintain high-deductible health insurance plan
- Capitalize on debt refunding opportunities
- Maintain AAA bond rating

Impact on Homes Market Value Changes

Shoreview Residential Property		
Value Change	Number of Homes	Percent of Total
Increase more than 30%	171	1.82%
Increase 20% to 29.99%	1,016	10.79%
Increase 15% to 19.99%	1,716	18.23%
Increase 10% to 14.99%	2,328	24.73%
Increase 5% to 9.99%	2,220	23.59%
Increase up to 4.99%	1,208	12.83%
No change	31	0.33%
Decrease up to 4.99%	447	4.75%
Decrease 5% to 9.99%	227	2.41%
Decrease 10% or more	49	0.52%
Total Parcels	9,413	100.0%

Impact on Homes Change in Total Tax

Shoreview Residential Property		
Tax Change	Number of Homes	Percent of Total
Decrease or no change	2,203	23.16%
Increase \$1 to \$100	1,477	15.52%
Increase \$101 to \$200	1,654	17.39%
Increase \$201 to \$300	1,545	16.24%
Increase \$301 to \$400	1,071	11.26%
Increase \$401 to \$500	740	7.78%
Increase more than \$500	823	8.65%
Total Parcels	9,513	100.0%

Impact on Homes City Tax Change (Median Home Value)

Shoreview share of tax bill only

Market Value		Value Change	City Portion of Property Tax		Change in City Property Tax	
2014	2015		2014	2015	Dollars	Percent
\$ 198,000	\$ 247,500	25.0%	\$ 669.57	\$ 809.63	\$ 140.06	20.9%
\$ 206,300	\$ 247,500	20.0%	\$ 703.31	\$ 809.63	\$ 106.32	15.1%
\$ 215,200	\$ 247,500	15.0%	\$ 739.68	\$ 809.63	\$ 69.95	9.5%
\$ 224,500	\$ 247,500	10.2%	\$ 777.92	\$ 809.63	\$ 31.71	4.1%
\$ 260,500	\$ 247,500	-5.0%	\$ 924.88	\$ 809.63	\$ (115.25)	-12.5%
\$ 275,000	\$ 247,500	-10.0%	\$ 984.11	\$ 809.63	\$ (174.48)	-17.7%
\$ 291,200	\$ 247,500	-15.0%	\$ 1,050.47	\$ 809.63	\$ (240.84)	-22.9%

Assumes Mounds View schools, and
Rice Creek Watershed

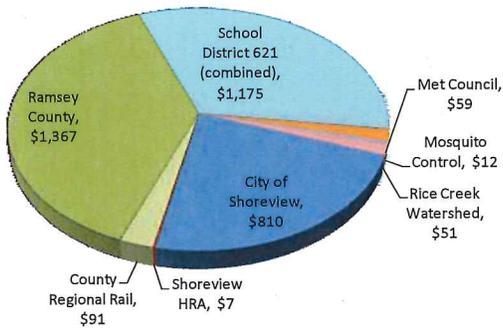
Impact on Homes City Tax Change (Various Home Values)

Shoreview share of tax bill only

Market Value		Value Change	City Portion of Property Tax		Change in City Property Tax	
2014	2015		2014	2015	Dollars	Percent
\$ 136,100	\$ 150,000	10.2%	\$ 416.51	\$ 439.81	\$ 23.30	5.6%
\$ 181,400	\$ 200,000	10.3%	\$ 601.71	\$ 629.60	\$ 27.89	4.6%
\$ 224,500	\$ 247,500	10.2%	\$ 777.92	\$ 809.63	\$ 31.71	4.1%
\$ 272,100	\$ 300,000	10.3%	\$ 972.12	\$ 1,009.17	\$ 37.05	3.8%
\$ 453,500	\$ 500,000	10.3%	\$ 1,700.17	\$ 1,741.15	\$ 40.98	2.4%
\$ 634,950	\$ 700,000	10.2%	\$ 2,506.96	\$ 2,611.73	\$ 104.77	4.2%
\$ 816,400	\$ 900,000	10.2%	\$ 3,356.85	\$ 3,482.30	\$ 125.45	3.7%

Assumes Mounds View schools, Rice Creek
Watershed, and 10% value increase

Distribution of 2015 Estimated Total Property Tax Bill = \$3,572



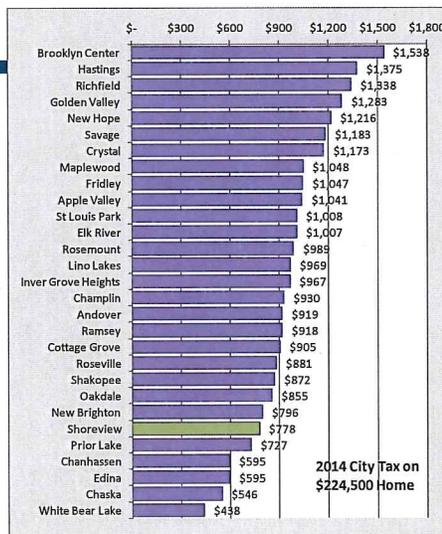
Shoreview is 23% of total

Property Tax Comparison

2014 City Tax on \$224,500 Home

Shoreview is 19% below average of \$963

(Shoreview and 28 other Metro-area comparison Cities)

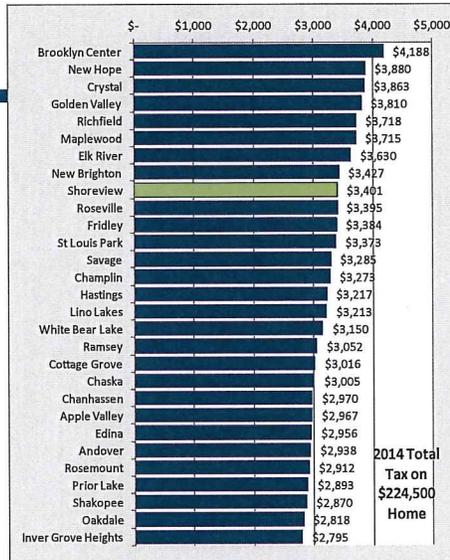


Property Tax Comparison

2014 Total Tax on
\$224,500 Home

Total tax is 3.7% above
average of \$3,280

(Shoreview and 28 other Metro-
area comparison Cities)



Additional City Handouts

- Community Benchmarks
- Utility Operations and 2015 Utility Rates
- 2015 Shoreview Property Tax Dollar
 - State property tax refunds/deferrals
 - Process to appeal estimated market value

[Note: Please refer to the reverse side of estimated tax statement]

Future Council Action December 15, 2014

- Amend
 - 2015 Budget
 - 2015 to 2019 Capital Improvement Program
- Adopt
 - 2015 Tax levy
 - 2015 Utility rates

2015 Shoreview Property Tax Dollar

For every property tax dollar you pay:

On average, 77 cents of each dollar goes to your county, school district, and other taxing jurisdictions, and

23 cents goes to Shoreview



Shoreview's 23-cent share is allocated as follows in 2015:

- 7 cents Public Safety
- 5 cents Capital replacements
- 5 cents Parks/Recr. (combined)
- 2 cents General Government
- 2 cents Debt Service
- 2 cents Public Works & all other



Public Safety – Police, fire, animal control and emergency services

Capital – Replacement costs for all general assets: streets, buildings, equipment, fire trucks, trails, park facilities, mechanical systems, computer systems, and warning sirens

Parks/Recreation – Park and recreation administration, park maintenance and support for playground and senior programs

General Government – Administration, city council, newsletter, human resources, elections, accounting, information systems and legal

Debt Service – Payment of bonds issued for past projects

Public Works – Engineering, street maintenance, trail management and forestry

Community Development – Planning, code enforcement, building inspection and economic development

Capital replacement costs make up the second highest share of the City's property tax because of Shoreview's approach to financing infrastructure replacement (such as streets). Many cities utilize special assessments to recover all or a significant portion of the cost of street and utility replacements. In Shoreview, considerable effort is put into planning for infrastructure replacement. The City identifies the resources (taxes and utility fees) that are necessary to support upcoming capital replacement costs well in advance, so resources are available when needed.

Although one might think that this practice would result in higher taxes for Shoreview, it has actually helped the City keep a stable and competitive tax rate. When comparing the City portion of the property tax bill to 28 other metro-area cities similar to Shoreview in size, Shoreview ranks 6th lowest.

More information about benchmark comparisons is available in the *Community Benchmarks* booklet titled *How Does Shoreview Compare?* (available at city hall or on the City's website)

Shoreview Budget and Property Tax Levy

The Shoreview City Council will hold a public hearing on its budget and on the amount of property taxes it is proposing to collect to pay for the cost of services the city will provide in 2015. Budget and tax levy information is available on the City's website, at city hall, or by request.

All Shoreview City residents are invited to attend the Council's public hearing to express their opinions on the budget and proposed amount of 2015 property taxes.

The hearing will be held on:

**Monday, December 1, at 7:00 p.m.
Shoreview City Hall Council Chambers
4600 Victoria Street North, Shoreview, MN 55126
651-490-4600**

Written comments may also be submitted to: City of Shoreview, Finance Director's Office, 4600 Victoria Street North, Shoreview, MN 55126

Programs that may Reduce Your Property Taxes

Refunds/Deferrals Available

1. Some homeowners will qualify for a **Special Property Tax Refund**. To qualify for the special refund, all of the following must be true:

- You have owned and lived in the same home on both Jan. 2, 2014, and Jan. 2, 2015.
- The net property tax on your homestead increased by more than 12 percent from 2014 to 2015.
- The increase was at least \$100 and wasn't due to improvements you made to the property.

There is **no limit on household income** for the special refund. You may qualify even if you don't qualify for the regular refund. The maximum special refund is \$1,000.

2. Homeowners, with household income under \$107,150, can apply for a **Regular Property Tax Refund**. Higher income limits apply if you have dependents or if you are a senior or disabled.

3. Senior Citizens may qualify to defer a portion of their homestead property taxes to a later time.

For details on these Property Tax Refund and deferral opportunities, go to: www.revenue.state.mn.us Or call (651) 296-3781

Market Value Exclusion on Homestead Property of Disabled Veterans

If you are a disabled veteran with a 70-100% disability, you may be eligible for a market value exclusion. This exclusion will reduce property taxes for the homesteads of qualifying disabled veterans. Application qualifications and deadline apply.

Homestead Applications Due By December 15, 2014

You must contact your County Assessor to file a homestead application if one of the following applies:

- You are a new owner.
- You have changed your marital status.
- You have changed your name.
- You have changed residence or mailing address.
- You have added or removed an owner.

If you sell, move, or for any reason no longer qualify for the homestead classification, you are required to notify the County Assessor within 30 days of the change in homestead status.

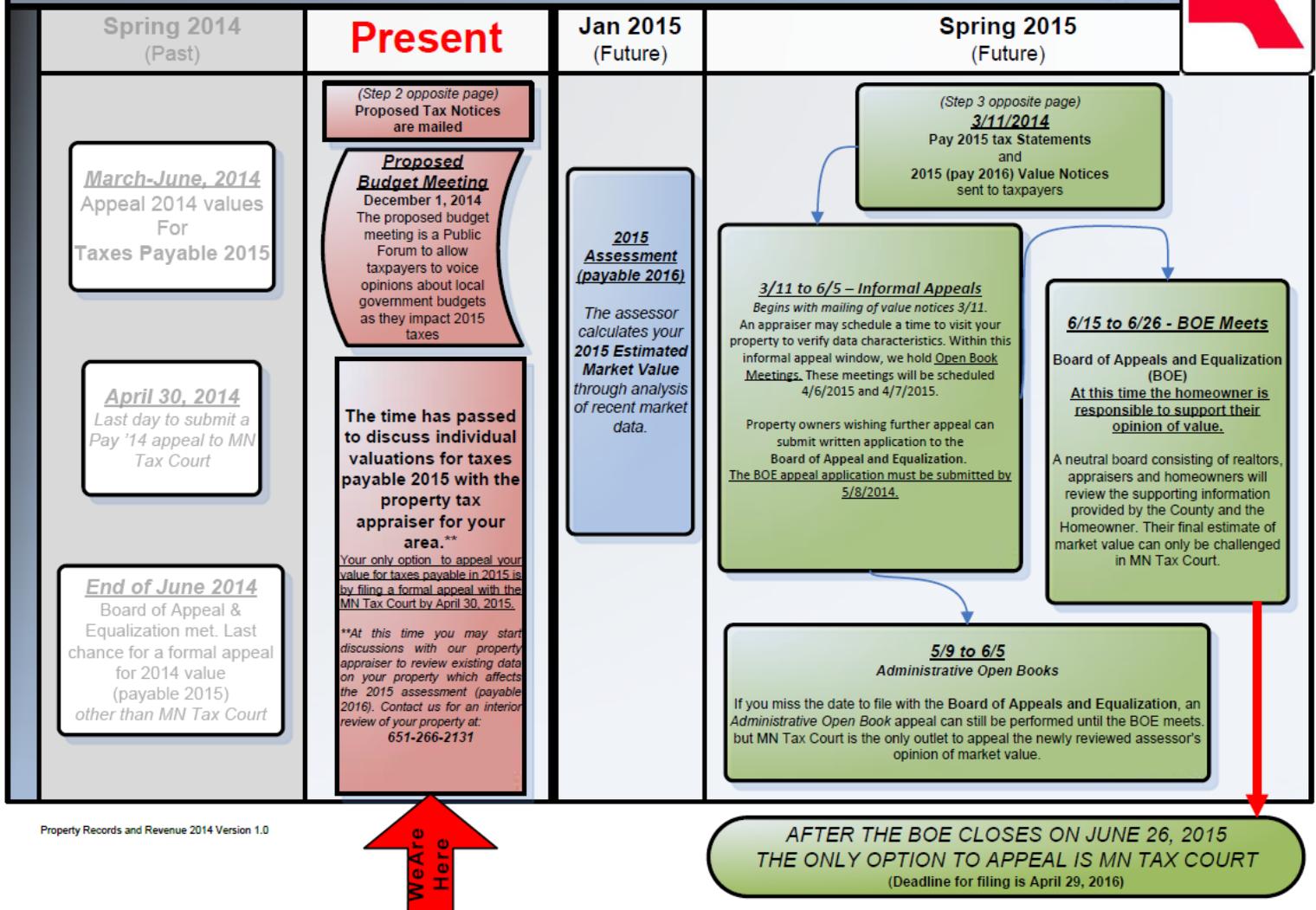
Special Homestead Classification (1B) for Persons who are Blind or Permanently and Totally Disabled – If you own and occupy a home and are 100% disabled or legally blind, you may qualify for this program. This is in addition to the benefit provided to regular homesteads and will reduce your property taxes. Application qualifications and deadlines apply.

For information on any of these topics, go to: www.co.ramsey.mn.us/prr or call, 651-266-2040, or Email: AskHomesteads@co.ramsey.mn.us

Supplemental Agricultural Homestead Credit

Agricultural homesteads may have received a supplemental agricultural homestead credit in October 2014. This credit was a reduction in property taxes payable in 2014. *Minnesota Laws 2014, Chapter 308, Article 1, Section 14*

Process to Appeal your Estimated Market Value in Ramsey County



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Property Tax Refund

Last Updated: 11/20/2014

Homeowner's Homestead Credit Refund

Attention Homeowners

Property Tax refunds for homeowners are on a different schedule this year due to tax law changes, including a law that increased refunds for qualifying homeowners and renters.

If you are affected by these changes, we'll send you a letter after we process your Homestead Credit Refund return. This letter will explain how we adjusted your return and list any changes we made to your refund. You will get your refund within 30 days of the date on the letter.

If you owe any Minnesota taxes, government debts, or criminal fines, we may apply your refund to the amount you owe. We'll send you a separate notice if that happens.

Minnesota has two property tax refund programs for homeowners:

The **regular** Homeowner's Homestead Credit Refund is based on your household income and the property taxes paid on your principal place of residence.

The **special** Homeowner's Homestead Credit Refund is based on the increase of your property tax over the previous year.

You may qualify for either or both of these refunds, depending on your income and the size of your property tax bill. The information below will help you determine if you qualify and how to claim a refund. For more information, [see Eligibility Requirements for the Homestead Credit Refund \(for Homeowners\) and Renter's Property Tax Refund](#).

Regular Homeowner's Homestead Credit Refund

The regular refund is for people who owned and lived in their home on Jan. 2, 2014 (or Jan. 2, 2013, for the 2012 filing). The home must be classified as your homestead.

Special Homeowner's Homestead Credit Refund

To qualify for the special refund, all of the following must be true:

You have owned and lived in the same home on both Jan. 2, 2013, and Jan. 2, 2014.

The net property tax on your homestead increased by more than 12 percent from 2013 to 2014.

The increase was at least \$100 and wasn't due to improvements you made to the property.

There is no limit on household income for the special refund. You may qualify even if you don't qualify for the regular refund. The maximum special refund is \$1,000.

Note: If you use part of your home for a business, be sure to read "Special Situations" on page 11 of the [Minnesota Homestead Credit Refund \(for Homeowners\) and Renter's Property Tax Refund instructions](#).

How to File

Electronically: File your Homestead Credit Refund [online for free!](#)

You may download and complete [Form M1PR, Homestead Credit Refund \(for Homeowners\) and Renter's Property Tax Refund](#). If needed, you can find the forms at many libraries after Jan. 1, or ask us to mail the forms to you by calling 651-296-4444 or 1-800-657-367.

Note: You're no longer required to include your property tax statement when mailing a paper return. Property tax information will be provided by your county.

Statement of Property Taxes Payable

You should receive a property tax statement from your county in March or April 2013. (If you own a mobile home, you should receive a statement in mid-July.) Do not use the Notice of Proposed Taxes that was sent in November 2013.

Your property tax statement will say if your property is classified as a homestead. If it isn't, you must apply for homestead status with your county assessor's office. You have until Dec. 15, 2013 to apply. Get a signed statement saying that your application has been approved and include it with your Form M1PR.

Homestead Property / Homestead Status

Only homestead property qualifies for the Homestead Credit Refund. Your homestead is your primary, legal residence. A person can have only one homestead. Homestead property is taxed at a lower rate than non-homestead property.

Relative Homestead

"Relative homestead" is a property tax classification that allows a homeowner to retain homestead status on his or her property if it's occupied by a relative. However, relative homestead property does not qualify for a Homestead Credit Refund.

Life Estate

Elderly homeowners may transfer their property to a relative or friend but continue to occupy the property under a "life estate." The occupants retain an ownership interest in the home and will qualify for the Homestead Credit Refund, provided they meet the regular qualifications, regardless of who pays the property taxes.

Delinquent Property Taxes

Delinquent property taxes must be paid before you can apply for a refund. If you pay the taxes (or make arrangements to pay them) by Aug. 15, 2014, you may still be able to apply. You'll need to get a receipt or a signed Confession of Judgment statement from your county auditor's or treasurer's office and include it with your Form M1PR.

Special Homeowner Situations

You may qualify for a Property Tax Refund if you were: a part-year resident; married, separated or divorced during the year; co-owner of a home; a mobile home owner; or if you rented out or used part of your home for a business.

For information on how to file in these situations, see "Homeowners—Special Instructions" in the [Homestead Credit Refund \(for Homeowners\) and Renter's Property Tax Refund booklet](#).



2015
Budget Summary

Budget Hearing
7:00 p.m. December 1, 2014
City Hall Council Chambers

4600 Victoria Street N
Shoreview, MN 55126
(651) 490-4600
www.shoreviewmn.gov

November 2014

Dear Citizens:

In preparing our 2015 Operating Budget and Capital Improvement Program the City Council is committed to maintaining the services, programs and facilities that make Shoreview one of the premier suburban communities in the Twin Cities Metropolitan area. Accomplishing this goal is a continuing challenge in these economic times. Despite the obvious challenges in the last year, Shoreview has managed to:

- Maintain the City's AAA bond rating, the highest rating awarded
- Preserve quality services and programs for our residents
- Refund existing debt obligations that will save Shoreview taxpayers more than \$360,000

As we look to the future, the City must ensure that our limited financial resources continue to be used to provide services such as police and fire protection; maintenance and snowplowing of streets and trails; water and sewer services; and recreational programs and facilities (community center and parks) in an effective manner.

We hope you find the information included in this 2015 Budget Summary helpful in explaining how the City puts your tax dollars to work in our community. If you have questions about the City's budget, please contact us at 651-490-4620.

Sandy Martin
Mayor

Table of Contents

Budget Objectives	3
Executive Summary	4
Budget Process	4
Proposed Tax Levy	5-6
City Budget (by fund type)	7-17
City Property Tax by Program	18-19
What does this mean to my taxes?	20-21
Distribution of Property Tax Bill	22
Property Tax Comparison	23
City Directory	24

Budget Objectives

The Operating Budget and Capital Improvement Program are developed considering the current economic climate, resident feedback during the year, periodic community surveys, and City Council goals. Primary budget objectives for 2015 include:

- Balance the General Fund budget
- Maintain existing services and programs through efficient use of tax dollars
- Recover utility operation costs through user fees
- Fund infrastructure replacement
- Continue five-year financial planning for operating funds
- Meet debt obligations
- Maintain AAA bond rating
- Amend the second year of the City’s two-year budget
- Protect and enhance parks and recreational facilities
- Position the City to effectively address future challenges and opportunities (revitalize neighborhoods, encourage reinvestment, assist redevelopment opportunities, and utilize technology to improve services and communications)

Executive Summary

The following listing provides a summary of key information discussed in this document:

- Proposed 2015 tax levy increases 3.53%
- Total market value increases 9.5% and taxable value increases 11.52%
- City tax rate decreases 7.11% due to the combined impact of the levy and taxable value changes
- City receives approximately 23% of total property taxes in 2015; other taxing jurisdictions collect the remaining 77%
- City share of the tax bill ranks 6th lowest among comparison cities in 2014 (19% below the average)
- About 30 cents of each property tax dollar goes to support public safety, followed by replacement costs at 23 cents, parks and recreation at 17 cents, general government, public works and debt service at 8 cents each, community development at 3 cents, community center at 2 cents and 1 cent for recreation programs
- About 92% of home values increased for 2015 taxes, and 8% of home values decrease or remained unchanged
- The change in individual property tax bills varies depending on the change in property value

Budget Process

The budget process starts in May with the distribution of budget materials to departments, followed by a series of staff budget discussions. Council budget workshops are held from early August through November, followed by a budget hearing the first regular Council meeting in December and budget adoption at the second regular Council meeting in December. The budget is published, posted to the City's website, and distributed to the County Library in January.

Proposed Tax Levy

The table below provides a two-year comparison of Shoreview's tax levy, taxable values, tax rate and the metro-wide fiscal disparities contribution. Key changes for 2015 include:

- Combined City and HRA levy increases 3.53%
- Taxable value increases 11.52% (to \$26.7 million for 2015) due to increases in residential values
- City Tax rate decreases 7.11% due to the combined impact of the levy increase and increasing residential property values
- Fiscal disparities contribution from the metro-area pool increases 2.82%

	2014		2015		Impact on Total Levy
	Adopted Levy	Proposed Levy	Change		
			Amount	Percent	
General Fund	\$ 6,837,154	\$ 7,023,335	\$ 186,181	2.72%	1.86%
EDA and HRA Funds	170,000	185,000	15,000	8.82%	0.15%
Debt (all funds combined)	732,000	752,000	20,000	2.73%	0.20%
Replacement Funds	2,250,000	2,377,583	127,583	5.67%	1.27%
Capital Acquisition Fund (IT)	20,000	25,000	5,000	25.00%	0.05%
Total Tax Levy	\$ 10,009,154	\$ 10,362,918	\$ 353,764	3.53%	3.53%
Taxable Value (millions)	\$ 23.952	\$ 26.712	\$ 2.760	11.52%	
Tax Rate-City	37.490%	34.823%	-2.667%	-7.11%	
Tax Rate-HRA	0.345%	0.322%	-0.023%	-6.67%	
Fiscal Disparities Contribution	\$ 939,456	\$ 965,979	\$ 26,523	2.82%	

The majority of the General Fund levy increase for 2015 is related to public safety costs. Police and fire costs alone increased \$208,015, which is \$21,834 more than the change in the General Fund levy. Capital replacement funds account for \$127,583 of the levy increase, followed by \$20,000 for debt payments, \$15,000 for the EDA and HRA, and \$5,000 for capital improvements. Additional information is provided on the next page.

Items impacting Shoreview's 2015 levy include:

Public safety contracts (police and fire)	\$ 208,015
Capital funds	132,583
Staff changes & wage adjustments/benefits (net)	46,949
Central Garage equipment/building charges	22,565
Debt payments	20,000
EDA and HRA	15,000
Community survey	13,000
Street maintenance supplies	12,200
Building inspection - contractual inspections	8,900
Forestry & Nursery supplies	(15,000)
Election costs	(27,500)
Park and recreation director position (delayed)	(27,923)
State MSA Street Maintenance Aid	(47,000)
Transfers from utility funds	(49,000)
All other changes combined (net)	40,975
Total levy changes	<u>\$ 353,764</u>

- Public safety includes police patrol, investigations, dispatch, animal control and fire protection (and duty-crew implementation)
- Capital funds support replacement of assets (streets, parks etc.)
- Personnel costs include a 2.25% wage adjustment, step increases for employees in the step process, higher health insurance costs, staff changes, and mandatory contributions to social security, PERA (.25% increase) and increased workers compensation insurance costs.
- Equipment charges cover equipment used in service delivery
- Debt payment levies are structured to minimize the impact on current and future tax levies
- Increases in EDA and HRA levies
- Biennial community survey costs
- Street supplies include asphalt, signs and snow and ice removal
- Building inspection includes contractual electrical inspections
- Forestry & Nursery supplies are down as a result of emerald ash borer costs being less than anticipated
- Election occurs every other year
- Park & Recreation Director position delayed
- Increase in State municipal street aid
- Transfers from utility funds increase \$49,000

- All other changes include increased administrative charges, and other miscellaneous revenue and expenditure changes.

All Operating Funds Combined

Shoreview prepared a Biennial Budget, Five-Year Operating Plan covering all operating and debt service funds, and a six-year Capital Improvement Program (CIP) last year. The budget cycle this year focuses on amending the 2015 budget and CIP. The table on the next page summarizes the proposed 2015 budget in comparison to prior years. The following funds are included in the table:

General Fund	Enterprise Funds:
Special Revenue Funds:	Water
Recycling	Sewer
Community Center	Surface Water Management
Recreation Programs	Street Lighting
Cable Television	Internal Service Funds:
Economic Development Authority	Central Garage
Housing and Redevelopment Authority	Short-term Disability
Slice of Shoreview	Liability Claims
Debt Funds	

The above list, and the table on the next page, include funds that receive tax dollars as well as funds that receive little or no tax support. For instance, the Recycling, Community Center, Recreation Programs, Cable Television, and Enterprise Funds cover the majority of operating costs through user charges and outside revenue.

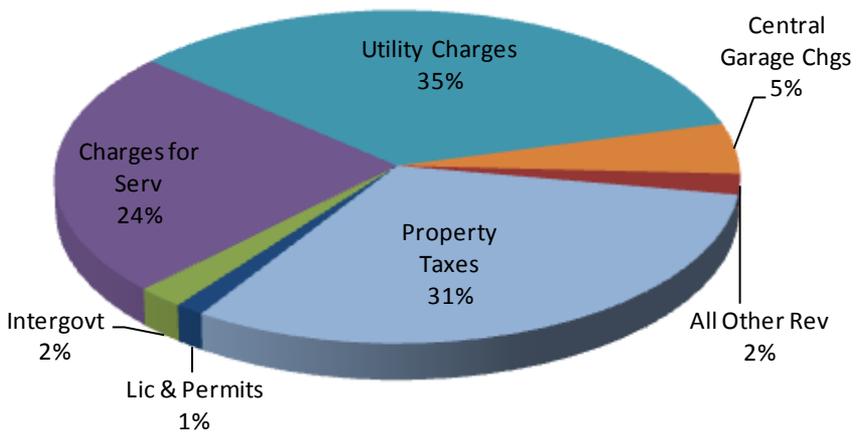
Capital Project Funds (for the construction and replacement of major assets) are not included in the table on the next page.

Total expense is expected to increase 3% for 2015.

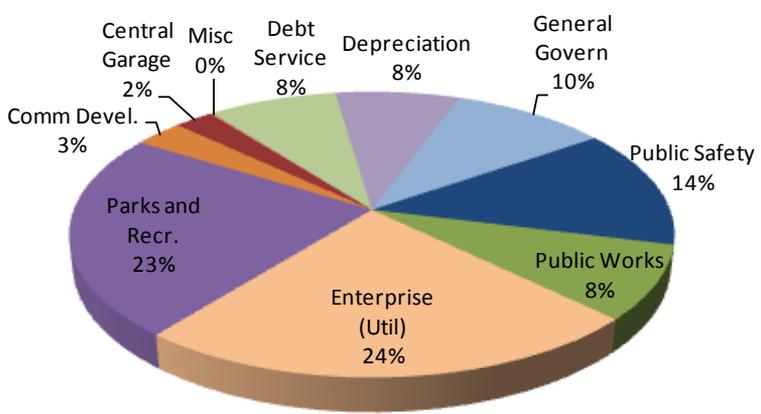
	2013 Actual	2014		2015 Revised Budget
		Budget	Revised Estimate	
Revenue				
Property Taxes	\$ 7,439,259	\$ 7,739,154	\$ 7,739,154	\$ 7,960,335
Special Assessments	122,226	100,850	100,850	199,945
Licenses and Permits	648,306	324,500	533,935	330,100
Intergovernmental	568,629	365,392	727,674	529,052
Charges for Services	6,178,809	6,037,173	6,057,956	6,099,728
Fines and Forfeits	52,440	52,800	47,271	48,800
Utility Charges	8,161,186	8,294,577	8,298,839	8,748,257
Central Garage Chgs	1,207,379	1,242,855	1,242,855	1,256,090
Interest Earnings	(553,847)	153,000	153,000	160,070
Other Revenues	125,913	102,808	104,027	102,427
Total Revenue	\$ 23,950,300	\$ 24,413,109	\$ 25,005,561	\$ 25,434,804
Expense				
General Government	\$ 2,446,016	\$ 2,442,375	\$ 2,386,770	\$ 2,492,726
Public Safety	3,069,177	3,000,223	3,329,274	3,424,835
Public Works	1,934,892	2,086,295	2,072,444	2,117,650
Parks and Recr.	5,388,707	5,759,484	5,659,566	5,867,782
Community Devel.	687,099	742,615	762,489	788,169
Enterprise Oper.	5,378,371	5,817,212	5,763,534	5,961,999
Central Garage	568,179	599,799	617,185	621,453
Miscellaneous	24,290	40,000	84,000	40,000
Debt Service	2,486,746	2,213,943	2,331,008	2,066,335
Depreciation	1,863,625	1,935,000	1,935,000	1,991,000
Total Expense	\$ 23,847,102	\$ 24,636,946	\$ 24,941,270	\$ 25,371,949
Other Sources (Uses)				
Sale of Asset-Gain	56,763	29,000	29,000	-
Debt Proceeds	2,653,739	-	105,822	10,000
Debt Refunding	(135,000)	(860,000)	(860,000)	(1,490,000)
Contrib Assets	791,470	-	-	-
Transfers In	2,280,009	2,070,010	2,070,010	2,130,321
Transfers Out	(1,691,230)	(1,347,010)	(1,347,010)	(1,429,400)
Net Change	\$ 4,058,949	\$ (331,837)	\$ 62,113	\$ (716,224)

The anticipated increase in fund equity for 2014 occurs primarily in the general fund, and special revenue , utility and internal service funds. Changes in fund balance in the special revenue, utility and internal service funds are consistent with the fund balance goals established in the 2014-2018 Five-year Operating Plan (FYOP).

Utility charges (water, sanitary sewer, surface water and street lighting) provide the largest share of operating fund revenue (35%) followed by property taxes (31%), charges for service (24%), central garage charges (5%), intergovernmental revenue (2%), licenses and permits (1%) and all other revenue (2%).



Public works accounts for 32% of operating expense, including 24% for enterprise operations (utility) and 8% for public works (engineering, streets, trails and forestry). Parks accounts for 23%, followed by public safety at 14%, general government at 10%, debt and depreciation at 8%, community development at 3%, and central garage at 2%.



General Fund

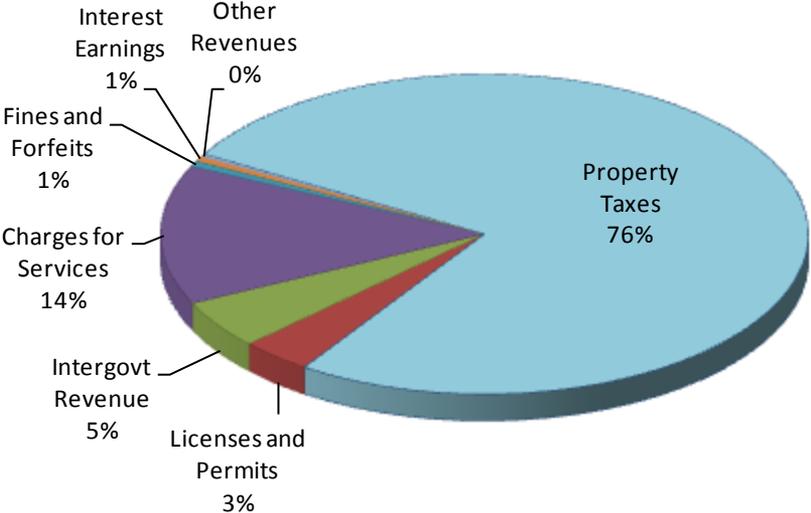
The General Fund is the City’s primary operating fund. As such, it accounts for costs associated with basic government activities not already accounted for elsewhere, including: police and fire, street maintenance and snow plowing, community development, park and trail maintenance, city hall operations, and general government services.

General fund expense increases \$378,726 for 2015 (4.2%). More than half of the increase (\$219,410) relates to a State Fire Aid payment that is offset by a corresponding intergovernmental revenue.

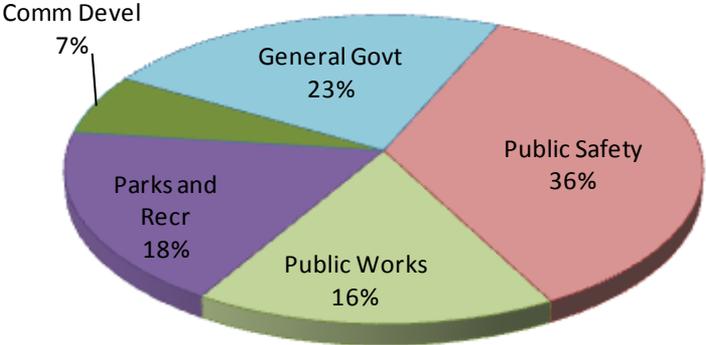
Contractual costs account for 55% of General Fund expense, followed by personal services at 42%, and supplies at 3%.

	2014		2015	
	Budget	Revised Estimate	Original Budget	Amended Budget
Revenue				
Property Taxes	\$ 6,837,154	\$6,837,154	\$7,180,671	\$ 7,023,335
Licenses and Permits	324,500	533,935	308,300	330,100
Intergovernmental	188,622	558,990	188,622	455,032
Charges for Services	1,303,110	1,348,631	1,302,400	1,303,810
Fines and Forfeits	52,800	47,271	52,800	48,800
Interest Earnings	45,000	45,000	50,000	50,000
Other Revenues	26,108	26,124	26,227	26,227
Total Revenue	\$ 8,777,294	\$9,397,105	\$9,109,020	\$ 9,237,304
Expense				
General Government	\$ 2,227,053	\$2,169,444	\$2,269,274	\$ 2,232,248
Public Safety	3,000,223	3,329,274	3,144,020	3,424,835
Public Works	1,556,726	1,532,727	1,603,772	1,573,363
Parks and Recreation	1,726,055	1,707,630	1,850,037	1,760,187
Community Devel.	590,237	604,691	611,917	616,671
Total Expense	\$ 9,100,294	\$9,343,766	\$9,479,020	\$ 9,607,304
Transfers In	692,000	692,000	748,000	748,000
Transfers Out	(369,000)	(369,000)	(378,000)	(378,000)
Net Change	\$ -	\$ 376,339	\$ -	\$ -

Property taxes account for 76% of General Fund revenue, followed by charges for services (14%), intergovernmental revenue (5%), license and permits (3%) and 2% from all other sources.



Public safety accounts for the largest share of the General Fund budget at 36% of the total, followed by general government (23%), parks and recreation (18%), public works (16%) and community development (7%).



Special Revenue Funds

The City operates seven special revenue funds, as follows:

- Recycling accounts for the bi-weekly curbside program.
- Community Center accounts for operation/maintenance of the facility. Admissions/memberships provide about 60% of revenue, while rentals, concessions and other fees provide 27%. Inter-fund transfers include \$246,000 from the General fund (to keep membership rates affordable and offset free or reduced room rental rates for community groups), and \$120,000 from the Recreation Programs fund for building use.
- Recreation Programs accounts for fee-based recreational and social programs, and receives \$72,000 from the General fund for playground and general program costs.
- Cable Television accounts for franchise administration (through North Suburban Communications Commission) and provides support for City communication activities (through a transfer to the General Fund). The primary revenue is cable franchise fees.

	Recycling	Community Center	Recreation Programs	Cable Television
Revenue				
Property Taxes	\$ -	\$ -	\$ -	\$ -
Intergovernmental	65,000	-	-	-
Charges for Services	527,000	2,443,830	1,472,088	318,000
Interest Earnings	-	5,000	2,000	1,700
Other Revenues	-	12,500	-	1,200
Total Revenue	592,000	2,461,330	1,474,088	320,900
Expense				
General Government	-	-	-	192,993
Public Works	544,287	-	-	-
Parks and Recreation	-	2,763,411	1,344,184	-
Community Development	-	-	-	-
Total Expense	544,287	2,763,411	1,344,184	192,993
Other Sources (Uses)				
Transfers In	-	366,000	72,000	-
Transfers Out	-	-	(120,000)	(167,000)
Net Change	\$ 47,713	\$ 63,919	\$ 81,904	\$ (39,093)

- EDA accounts for Economic Development Authority activities, including: business retention and expansion, targeted redevelopment, employment opportunities, and efforts to strengthen and diversify the City's tax base.
- HRA accounts for Housing Redevelopment Authority efforts to preserve housing stock, and maintain quality neighborhoods through programs and policies designed to promote reinvestment and improvements to homes.
- Slice of Shoreview accounts for donations, sponsorships, revenues and expenses associated with the Slice of Shoreview event. The General Fund provides \$10,000 in support to help defray costs of the event.

	EDA	HRA	Slice of Shoreview	Total
Revenue				
Property Taxes	\$ 90,000	\$ 95,000	\$ -	\$ 185,000
Intergovernmental	-	-	-	65,000
Charges for Services	-	-	26,500	4,787,418
Interest Earnings	-	-	-	8,700
Other Revenues	-	-	32,000	45,700
Total Revenue	90,000	95,000	58,500	5,091,818
Expense				
General Government	-	-	67,485	260,478
Public Works	-	-	-	544,287
Parks and Recreation	-	-	-	4,107,595
Community Development	85,880	85,618	-	171,498
Total Expense	85,880	85,618	67,485	5,083,858
Other Sources (Uses)				
Transfers In	-	-	10,000	448,000
Transfers Out	-	-	-	(287,000)
Net Change	\$ 4,120	\$ 9,382	\$ 1,015	\$ 168,960

Debt Service Funds

The table below provides a summary of revenue and expense for Debt Service Funds. Revenue derived from the debt levy and special assessments provides about 47% of the funding needed for annual principal and interest payments in 2015. These revenues are legally restricted to the payment of the debt, and therefore are held within the corresponding debt fund until the debt issue is paid in full. The remainder of funding for debt payments is provided by internal sources (in the form of transfers from other funds), interest earnings, tax increment collections, etc.

	G.O. Bonds & Capital Lease	TIF Bonds	G.O. Impr. Bonds	Total Debt Funds
Revenue				
Property Taxes	\$ 528,000	\$ -	\$ 16,000	\$ 544,000
Special Assessments	-	-	199,945	199,945
Intergovernmental	-	-	580	580
Interest Earnings	8,500	-	3,170	11,670
Total Revenue	536,500	-	219,695	756,195
Expense				
Debt Service	1,020,094	364,000	212,323	1,596,417
Total Expense	1,020,094	364,000	212,323	1,596,417
Other Sources (Uses)				
Debt Proceeds	-	-	10,000	10,000
Debt Refunded	(1,385,000)	-	(105,000)	(1,490,000)
Transfers In	455,000	359,921	-	814,921
Transfers Out	-	-	(50,000)	(50,000)
Net Change	<u>\$(1,413,594)</u>	<u>\$ (4,079)</u>	<u>\$(137,628)</u>	<u>\$(1,555,301)</u>

The planned decrease in fund balance is due to the use of fund balances that have been accumulated and held for the payment of debt, and the payment of debt refunded by refunding bonds (\$105,000 in GO Improvement Bonds and \$1,385,000 in GO Street Bonds).

Internal Service Funds

The City operates three internal service funds, as follows:

- Central Garage accounts for operation and maintenance of vehicles, heavy machinery, miscellaneous equipment and the maintenance facility. The primary source of revenue is inter-fund equipment and building charges designed to recover operating expense. Property taxes, intergovernmental revenue (federal interest credits) and transfers in cover debt payments.
- Short-term Disability is a self-insurance fund that accounts for premiums charged for short-term disability coverage and expense associated with disability claims.
- Liability Claims fund accounts for dividends received annually from the League of Minnesota Cities Insurance Trust for the City's liability insurance coverage as well as losses not covered by the City's insurance (due to deductibles).

	Central Garage	Short-term Disability	Liability Claims	Total
Revenue				
Property Taxes	\$ 208,000	\$ -	\$ -	\$ 208,000
Intergovernmental	6,410	-	-	6,410
Charges for Services	-	7,500	-	7,500
Central Garage Charges	1,256,090	-	-	1,256,090
Interest Earnings	10,500	500	2,200	13,200
Other Revenues	-	-	30,000	30,000
Total Revenue	1,481,000	8,000	32,200	1,521,200
Expense				
Central Garage	621,453	-	-	621,453
Miscellaneous	-	8,000	32,000	40,000
Debt Service	202,411	-	-	202,411
Depreciation	660,000	-	-	660,000
Total Expense	1,483,864	8,000	32,000	1,523,864
Other Sources (Uses)				
Transfers In	119,400	-	-	119,400
Transfers Out	(14,000)	-	-	(14,000)
Net Change	\$ 102,536	\$ -	\$ 200	\$ 102,736

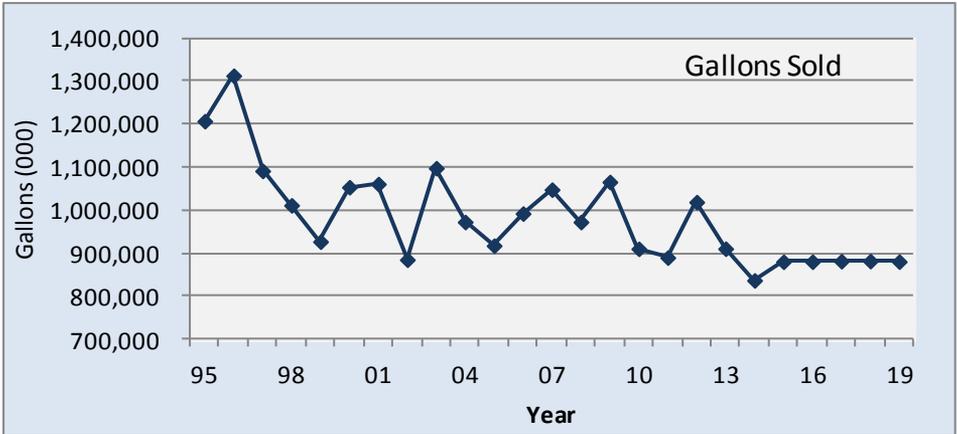
Enterprise (Utility) Funds

The City operates four utility funds. These funds account for services that are supported primarily through quarterly utility fees designed to cover operating costs, debt service, depreciation expense and replacement costs. The table below shows the proposed 2015 budget for each of these funds.

	Water	Sewer	Surface Water	Street Lighting	Total
Revenue					
Intergovernmental	\$ 975	\$ 775	\$ 280	\$ -	\$ 2,030
Charges for Services	-	1,000	-	-	1,000
Utility Charges	2,833,000	3,945,500	1,456,757	513,000	8,748,257
Interest Earnings	38,000	27,000	9,000	2,500	76,500
Other Revenues	-	-	-	500	500
Total Revenue	2,871,975	3,974,275	1,466,037	516,000	8,828,287
Expense					
Enterprise Operations	1,538,027	3,299,094	853,136	271,742	5,961,999
Debt Service	142,903	52,857	71,747	-	267,507
Depreciation	651,000	348,000	266,000	66,000	1,331,000
Total Expense	2,331,930	3,699,951	1,190,883	337,742	7,560,506
Other Sources (Uses)					
Transfers Out	(345,000)	(181,000)	(152,000)	(22,400)	(700,400)
Net Change	\$ 195,045	\$ 93,324	\$ 123,154	\$ 155,858	\$ 567,381

Residential water consumption has declined in recent years, due in part to changing demographics (age and number of residents per home), changing usage patterns (lower household use), and changing weather patterns (fewer gallons used for summer watering except during periods of drought). Surpluses in these funds are dedicated to supporting capital replacement costs (water lines, sewer lining, surface water improvements, and street light replacements).

The graph below demonstrates the downward trend for total water consumption by showing the total gallons of water sold each year since 1995, and the estimated gallons used to compute revenue projections in future years (2015 through 2019). The continuing downward trend has forced the City to revise the base gallon estimates used to project utility revenue in recent years. In general, weather (either from sustained periods of drought or heavy rain) is the primary cause of fluctuations in gallons sold from year to year.



Periods of lower consumption mean the City maintains and operates the water system with less opportunity to recover costs due to fewer gallons being sold to customers.

Recent utility rate adjustments, combined with structural changes in water rates resulted in net gains in each of the City’s utility funds in 2012 and 2013.

The budget information, presented at left, for the City’s utility funds shows that each utility fund is projected to have a net gain in 2015. Significant items impacting utility operations include: depreciation of existing assets (\$1.3 million), sewage treatment costs (\$1.7 million), street light repairs, and energy costs.

More information about the City’s utility funds is available in a separate document devoted entirely to utility operations.

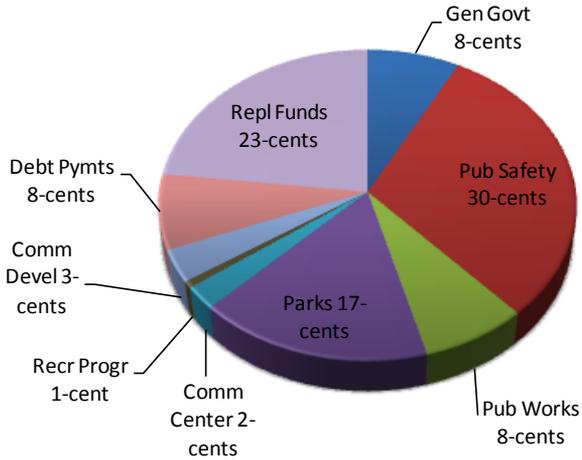
City Property Tax by Program

Shoreview’s median home will pay about \$32 more in City property taxes in 2015 (assuming a 10% increase in value before the Homestead Market Value Exclusion is applied). Because property taxes support a variety of City programs and services, the table below is presented to show tax support by program (on an annual basis).

- Public safety accounts for the largest share of the cost at \$246 per year on a median valued home
- Replacement of assets (streets etc.) accounts for \$188
- Parks administration and maintenance accounts for \$136
- General government accounts for \$63
- Public works accounts for \$61
- Debt service accounts for \$63
- Community development accounts for \$27
- Support for community center and recreation programs accounts for \$25

Program	2014	2015	Change	
	City Tax	City Tax	\$	%
value before MVE->	\$ 224,500	\$ 247,500		
value after MVE->	\$ 207,500	\$ 207,500		
Home	Home			
General Government	\$ 66.54	\$ 62.84	\$ (3.70)	
Public Safety	228.78	246.28	17.50	
Public Works	62.81	61.40	(1.41)	
Parks and Recreation:				
Park Admin and Maint	132.36	135.92	3.56	
Community Center Operation	18.75	19.40	0.65	
Recreation Programs	5.49	5.68	0.19	
Community Development	25.40	27.38	1.98	
Debt Service	61.33	63.25	1.92	
Capital Improvement Fund	-	-	-	
Replacement Funds	176.46	187.48	11.02	
Total City Taxes	\$ 777.92	\$ 809.63	\$31.71	4.1%

This pie chart illustrates how the City will spend each tax dollar it receives in 2015. About 30 cents of each tax dollar goes to public safety, followed by replacement costs at 23 cents, parks and recreation at 17 cents (including maint), general government at 8 cents, public works at 8 cents, debt service at 8 cents, community development at 3 cents, community center at 2 cents, and recreation programs at 1 cent.



How have home values changed for 2015?

Market Value Changes—Minnesota’s property tax system uses market value to distribute tax burden (adopted levies) among property served. Per the Ramsey County Assessor, 92% of Shoreview homes will experience a value increase for 2015 taxes, and 7.7% will experience a value decrease, leaving .3% of homes with no change in value. The table at right shows the change in all home values.

Shoreview Residential Property		
Value Change	Number of Homes	Percent of Total
Increase more than 30%	171	1.82%
Increase 20% to 29.99%	1,016	10.79%
Increase 15% to 19.99%	1,716	18.23%
Increase 10% to 14.99%	2,328	24.73%
Increase 5% to 9.99%	2,220	23.59%
Increase up to 4.99%	1,208	12.83%
No change	31	0.33%
Decrease up to 4.99%	447	4.75%
Decrease 5% to 9.99%	227	2.41%
Decrease 10% or more	49	0.52%
Total Parcels	9,413	100.0%

What does this mean to my taxes?

Change in Total Property Tax— According to the Ramsey County

Assessor, the total property tax on 23% of homes in Shoreview will decrease or stay the same. The estimated change in the total tax is summarized in the table at right for all Shoreview homes . As shown, about 33% of tax bills will increase up to \$200 for the year, and the remaining 44% of homes will increase more than \$200.

Shoreview Residential Property		
Tax Change	Number of Homes	Percent of Total
Decrease or no change	2,203	23.16%
Increase \$1 to \$100	1,477	15.52%
Increase \$101 to \$200	1,654	17.39%
Increase \$201 to \$300	1,545	16.24%
Increase \$301 to \$400	1,071	11.26%
Increase \$401 to \$500	740	7.78%
Increase more than \$500	823	8.65%
Total Parcels	9,513	100.0%

Change in City Tax on Median Home Value—The table at the top of the next page illustrates how changes in value impact **Shoreview’s share of the tax bill only for the median home value**. Each line assumes a different change in market value.

- A median value home with a 25% value increase will pay \$140.06 more City tax
- A median home with a 20% value increase will pay \$106.32 more City tax
- A median home with a 15% value increase will pay \$69.95 more City tax
- A median home with a 10.2% value increase will pay \$31.71 more City tax
- A median home with a 5% value drop will pay \$115.25 less City tax
- A median home with a 10% value drop will pay \$174.48 less City tax
- A median home with a 15% value drop will pay \$240.84 less City tax

Market Value		Value Change	City Portion of Property Tax		Change in City Property Tax	
2014	2015		2014	2015	Dollars	Percent
\$ 198,000	\$ 247,500	25.0%	\$ 669.57	\$ 809.63	\$ 140.06	20.9%
\$ 206,300	\$ 247,500	20.0%	\$ 703.31	\$ 809.63	\$ 106.32	15.1%
\$ 215,200	\$ 247,500	15.0%	\$ 739.68	\$ 809.63	\$ 69.95	9.5%
\$ 224,500	\$ 247,500	10.2%	\$ 777.92	\$ 809.63	\$ 31.71	4.1%
\$ 260,500	\$ 247,500	-5.0%	\$ 924.88	\$ 809.63	\$ (115.25)	-12.5%
\$ 275,000	\$ 247,500	-10.0%	\$ 984.11	\$ 809.63	\$ (174.48)	-17.7%
\$ 291,200	\$ 247,500	-15.0%	\$ 1,050.47	\$ 809.63	\$ (240.84)	-22.9%

Change in City Tax for Various Home Values—The table below shows the estimated change in Shoreview’s share of the property tax bill for a variety of home values (City tax only).

Each line of the table assumes a 10% value increase.

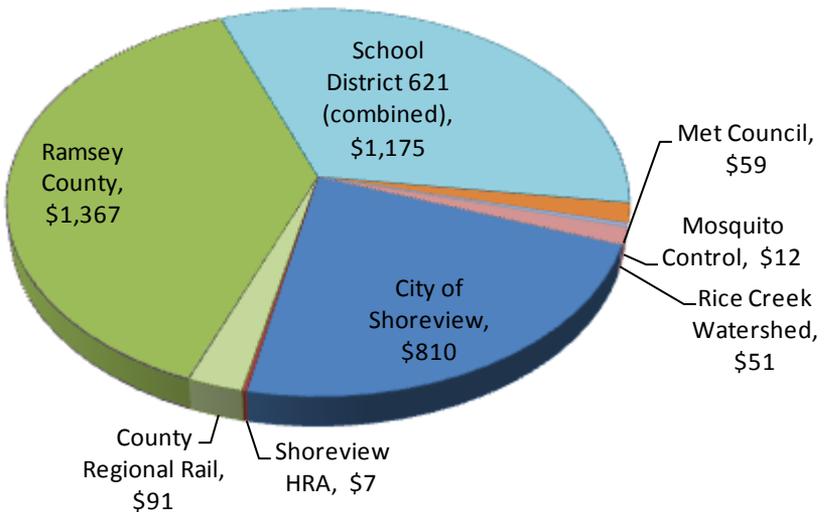
- A home valued at \$150,000 pays \$23.30 more City tax
- A home valued at \$200,000 pays \$27.89 more City tax
- A home valued at \$247,500 pays \$31.71 more City tax
- A home valued at \$300,000 pays \$37.05 more City tax
- A home valued at \$500,000 pays \$40.98 more City tax
- A home valued at \$700,000 pays \$104.77 more City tax
- A home valued at \$900,000 pays \$125.45 more City tax

Market Value		Value Change	City Portion of Property Tax		Change in City Property Tax	
2014	2015		2014	2015	Dollars	Percent
\$ 136,100	\$ 150,000	10.2%	\$ 416.51	\$ 439.81	\$ 23.30	5.6%
\$ 181,400	\$ 200,000	10.3%	\$ 601.71	\$ 629.60	\$ 27.89	4.6%
\$ 224,500	\$ 247,500	10.2%	\$ 777.92	\$ 809.63	\$ 31.71	4.1%
\$ 272,100	\$ 300,000	10.3%	\$ 972.12	\$ 1,009.17	\$ 37.05	3.8%
\$ 453,500	\$ 500,000	10.3%	\$ 1,700.17	\$ 1,741.15	\$ 40.98	2.4%
\$ 634,950	\$ 700,000	10.2%	\$ 2,506.96	\$ 2,611.73	\$ 104.77	4.2%
\$ 816,400	\$ 900,000	10.2%	\$ 3,356.85	\$ 3,482.30	\$ 125.45	3.7%

Distribution of Property Tax Bill

About 23% of the total property tax bill goes to Shoreview. For 2015, the total tax bill on a \$247,500 Shoreview home located in the Mounds View School District is about \$3,572, and Shoreview's share is \$810.

The pie chart below shows the total tax bill by jurisdiction (using preliminary tax rates). Ramsey County receives \$1,367, the Mounds View School District receives \$1,175 for regular and referendum levies, and all other jurisdictions combined receive \$220 (\$91 for County regional rail, \$59 for Met Council, \$51 for Rice Creek Watershed, \$12 for Mosquito Control and \$7 for Shoreview HRA).



School district tax for the Roseville School District (for the same \$247,500 home value) would be \$1,040.02, \$135 less than the \$1,175 total in the Mounds View District.

Property Tax Comparison - City Taxes

This last graph compares the 2014 City portion of the property tax bill for Shoreview and 28 other metro-area cities. All estimates are for a \$224,500 home value (Shoreview’s median value in 2014). Shoreview ranks 6th lowest (at \$778), and is about 19% lower than the average of \$963. Brooklyn Center ranks highest at \$1,538, and White Bear Lake ranks lowest at \$438.



City Directory



City Council

Sandy Martin, Mayor
sandymartin444@gmail.com(651) 490-4618

Emy Johnson
emyjohnson26.2@gmail.com.....(651) 490-9779

Terry Quigley
tjquig@comcast.net.....(651) 484-5418

Ady Wickstrom
ady@adywickstrom.com(651) 780-5245

Ben Withhart
benwithhart@yahoo.com(952) 292-4866

City Staff

Terry Schwerm, City Manager
tschwerm@shoreviewmn.gov(651) 490-4611

Fred Espe, Finance Director
fespe@shoreviewmn.gov(651) 490-4622

Deborah Maloney, Assistant Finance Director
dmaloney@shoreviewmn.gov..... (651) 490-4621

Tom Simonson, Assistant City Manager/
Community Development Director
tsimonson@shoreviewmn.gov(651) 490-4612

Mark Maloney, Public Works Director
mmaloney@shoreviewmn.gov(651) 490-4651

Public SafetyIn an emergency, dial 911
Ramsey County Sheriff, non-emergency.....(651) 484-3366

Lake Johanna Fire Dept, non-emergency.....(651) 481-7024



Utility Operations and
2015 Utility Rates



Water, Sewer,
Surface Water, and
Street Lighting

What is safe drinking water worth to you?

Our water towers and pipes below the street need constant attention in order to keep the drinking water that supports our daily lives flowing at the right pressure without fail. Consistent access to safe water helps:

- Keep us healthy
- Fight fires
- Support our economy
- Enhance our high quality of life

Ensuring continued access to safe water also involves the proper collection and treatment of waste water (sewage), and it doesn't stop there. In order to protect the quality of our lakes and streams it is also necessary to properly collect and direct storm water through the use of storm sewer systems and ponds, and remove debris and other contaminants from surface water runoff.

The process of protecting our varied and numerous water assets requires a coordinated effort to manage each of the resources carefully and to comply with increasing regulations that govern these activities. This document is intended to provide an overview of Shoreview's utility systems and utility rates in an effort to describe what it takes to run the City's utility operations.

The revenue generated by utility bills covers maintenance and replacement efforts, to keep the system strong and reliable.

Water Operations

Shoreview's water system provides drinking water to about 9,000 homes and businesses within City limits, and provides limited service (at higher billing rates) to neighboring communities through service agreements.

The City's water system includes:

- 1,328 fire hydrants
- 6 wells
- 2 elevated storage tanks (water towers)
- 1 underground water reservoir
- 103 miles of water lines

In recent years watering restrictions have become necessary to reduce the peak in daily demand for water, and to more evenly spread water use over different days. This enables the City to avoid the high cost of constructing additional wells and water storage capacity.

Operating and maintaining the system so that water is always available requires managing the following activities:

- Pump and store water
- Treat water (including a future water treatment facility)
- Operate distribution pumps
- Flush water mains (semi-annually)
- Repair, replace and maintain water system infrastructure
- Read meters (quarterly) and replace meters as needed
- Sample and test water per Department of Natural Resources and Minnesota Department of Health requirements

Hydrant flushing is performed by utility maintenance crews each spring and fall to remove mineral buildup in the system and to ensure the reliability of hydrants and water valves. The systematic and controlled flushing of the system improves the overall quality of water, assists in overall system maintenance, helps remove sediment and stale water, and maintains chlorine residuals.

The City is planning for the addition of a water treatment plant in 2016 to address rising levels of iron and manganese in the City's wells. The Environmental Protection Agency has established secondary drinking water standards and the City's manganese levels now exceed these standards. High iron and manganese levels can cause taste and odor problems within the water system.

Water Rates

Minnesota law requires the City to bill all water customers on a conservation-based rate structure (tiered rates). Further, the law requires billing each residential unit the same allocation of gallons per tier at the same water rates. This means that apartments and condominiums are billed the same rates and with the same allocation of gallons per unit as single-family homes.

Residential water rates are set in 2 components: a quarterly availability charge of \$14.94 (up 98 cents from 2014), and 4 tiered rates for water used in the preceding quarter. Tiered rates for 2015 are shown at right, and are described below:

Residential Water Rates (quarterly)			
Water Tiers	Cost Per	Gallons	
	Thousand	Per	
	Gallons	Penny	
Tier 1 (5,000 gal per unit)	\$ 1.21	8.26	
Tier 2 (5,000 gal per unit)	\$ 1.94	5.15	
Tier 3 (20,000 gal per unit)	\$ 2.69	3.72	
Tier 4 (remaining water)	\$ 4.42	2.26	

- The first 5 thousand gallons per unit is billed at \$1.21 per thousand gallons (about 8.26 gallons for each penny).
- The second 5 thousand gallons per unit is billed at \$1.94 per thousand gallons (5.15 gallons per penny).
- The next 20 thousand gallons per unit is billed at \$2.69 per thousand gallons (3.72 gallons per penny).
- Remaining water is billed at the highest rate of \$4.42 per thousand gallons (2.26 gallons per penny).

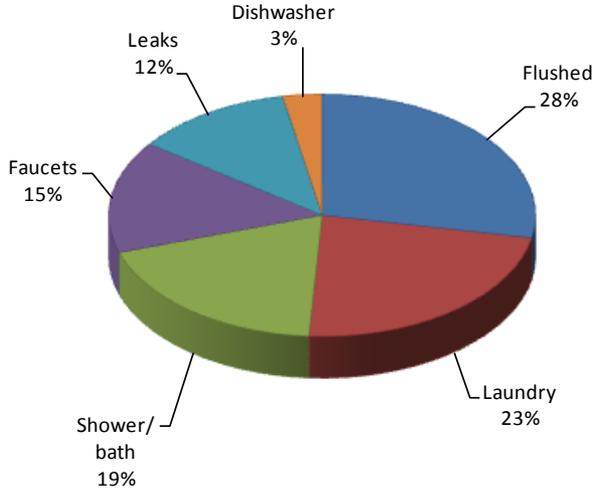
Commercial customers are billed the same tiered rates, excluding the lowest tier (which is for residential customers only).

Tap water is quite inexpensive compared to bottled water. For instance, a gallon of self-serve spring water costs about 30-cents while 30-cents buys 248 gallons of Shoreview tap water at the lowest tier, and even at the highest tier buys 68 gallons of water.

Household Water Use

According to the American Water Works Association (AWWA), about half of household water use is for flushing and laundry.

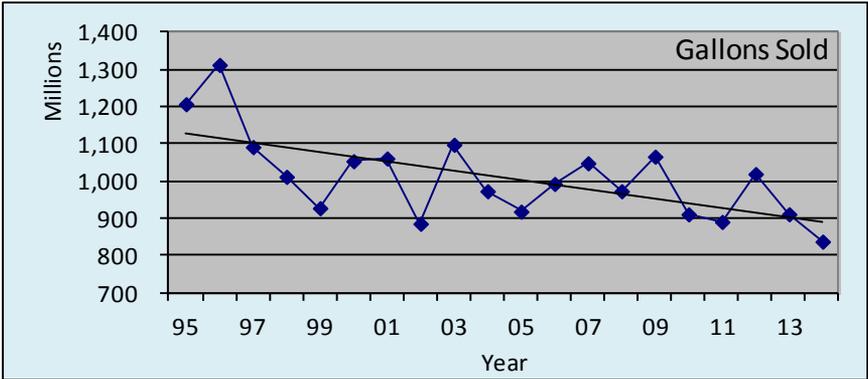
The pie chart at right illustrates average household water consumption. Some easy ways to reduce water consumption include:



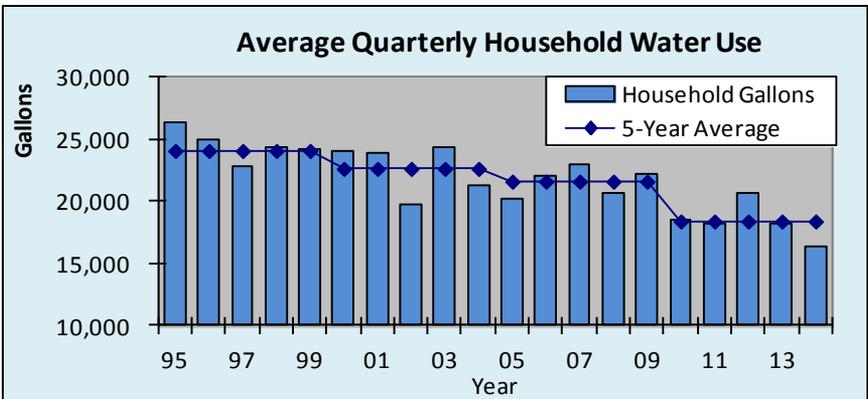
- Turn the water off while washing dishes by hand
- Run the clothes washer only when full, or upgrade to a high efficiency washing machine
- Use a water-efficient shower head (saves 750 gallons a month)
- Shorten shower time (1 to 2 minutes shorter saves 25 gallons a month)
- Upgrade older toilets with water efficient models
- Use sprinklers that deliver big drops of water close to the ground; smaller water drops and mist evaporate more quickly before reaching the ground
- Adjust sprinklers so only the lawn is watered, and not the house, sidewalk or street
- Water the lawn and garden in the morning or evening when temperatures are cooler, minimizing evaporation
- Check soil moisture to determine when to water rather than following set watering schedules
- Set a timer when watering, as a reminder to stop; a running hose can discharge up to 10 gallons a minute
- Adjust the lawn mower to a higher setting, allowing longer grass to shade the root system and hold soil moisture better

Water Use Trends

Water use fluctuates from year to year, primarily due to differences in rainfall. About 50% of the water sold is consumed during the four months of the growing season.



Other factors that reduce household water use include water conservation efforts, an aging population, new plumbing fixtures, and fewer people per household. The graph below shows average quarterly water consumption per home (estimated gallons are shown for 2014). Because this graph shows total average consumption throughout the year, both rainfall and water conservation efforts impact these results.



Examining winter water consumption is the easiest way to measure inside household water use (without the impact of summer watering). The graph below shows the decline in average quarterly winter water use over more than a decade.



Even though water conservation protects the long-term viability of the City’s water source, it also means that water revenues decline in some years despite an increase in water rates. If the downward water trend in water use continues, existing customers need to pay more for the same level of service in order to sufficiently cover ongoing operating costs.

Water System Assets

The historical cost of building the water system is amortized over the life of the system and expensed as annual depreciation (\$651,000 for 2015). In the last 5 years the water fund has spent \$4.7 million on water system repairs, replacements, improvements to system controls and water meter replacements. Over the next 5 years the City expects to spend \$2 million on water system assets, plus the addition of an \$11 million water treatment facility. Other capital costs are primarily repairs and maintenance of existing assets (wells, towers and water lines).

Water Budget

Water rates are set with the knowledge that predicting water income is far more difficult than predicting expenses and capital costs. In setting rates the City expects fluctuations in water consumption from year to year, and therefore expects a net loss in some years and a net gain in others. The rate setting process is designed to make gradual changes in rates whenever possible, focusing on a long-term strategy.

The table below provides a 4-year history of water fund activity. As shown, in 2 of the last 4 years the City's water fund ended with a net loss (excluding the value of contributed assets). This means water income was not sufficient to offset operating costs.

Operating Summary	2010 Actual	2011 Actual	2012 Actual	2013 Actual
Revenue				
Special Assessments	\$ 1,113	\$ 1,187	\$ 1,002	\$ 2,275
Intergovernmental	557	13,366	13,198	11,992
Utility Charges	1,963,342	2,184,742	2,917,020	2,692,684
Interest Earnings	32,722	80,297	35,077	(121,490)
Other Revenues	44,846	210	-	-
Total Revenue	2,042,580	2,279,802	2,966,297	2,585,461
Expense				
Enterprise Operations	1,339,306	1,368,874	1,405,259	1,403,838
Miscellaneous	-	108,152	1,901	-
Debt Service	192,894	202,063	183,921	213,477
Depreciation	543,688	609,067	614,991	622,826
Total Expense	2,075,888	2,288,156	2,206,072	2,240,141
Other Sources (Uses)				
Transfers Out	(151,037)	(225,000)	(240,000)	(263,057)
Net Change	\$(184,345)	\$(233,354)	\$ 520,225	\$ 82,263

Once lower water consumption becomes a trend rather than a temporary fluctuation, it becomes necessary to adjust rates more significantly to close the gap between income and expense.

The table below shows estimated water fund activity for the 2014-2015 biennial budget. The 2014 estimated net change is significantly less than the 2015 budgeted amount due to 2014 water consumption being lower than the budgeted base levels (880 million gallons) by 43.4 million gallons. The 2015 budget is based on the expectation that water consumption will continue at base levels.

Operating Summary	2014 Estimate	2015 Budget
Revenue		
Special Assessments	\$ -	\$ -
Intergovernmental	11,700	975
Utility Charges	2,551,928	2,833,000
Interest Earnings	34,000	38,000
Other Revenues	-	-
Total Revenue	2,597,628	2,871,975
Expense		
Enterprise Operations	1,467,336	1,538,027
Miscellaneous	-	-
Debt Service	182,442	142,903
Depreciation	639,000	651,000
Total Expense	2,288,778	2,331,930
Other Sources (Uses)		
Transfers Out	(303,000)	(345,000)
Net Change	\$ 5,850	\$ 195,045

Over the next 5 years, significant water system costs include:

- Install natural gas/alternate power backup for well #6
- Add water treatment plant to address rising levels of iron and manganese in the City's water supply
- Redevelop well #7 and remove sand
- Repair and replace water lines

Sewer Operations

Shoreview operates a sanitary sewer system that collects and directs waste water discharged from homes and businesses throughout the City. The City's sewer system includes:

- 17 lift (pumping) stations
- 108 miles of sanitary sewer lines
- 2,500 manholes

Operating and maintaining the sewer system so that it functions adequately and consistently includes:

- Operating, maintaining and inspecting lift stations daily
- Treating collected sewage (performed by Metropolitan Council Environmental Services)
- Relining sewer pipes
- Replacing, repairing and maintaining sewer system infrastructure
- Inspecting manholes
- Cleaning sewer lines

Sewer Rates

Sewer rates are set in 2 components: a quarterly sewer availability charge of \$40.22 per unit plus one of 5 tiered rates for water used in the winter quarter (because winter water use provides the best measure of water entering the sewer lines). The sewer availability charge is billed regardless of whether sewer discharge occurs because the City must maintain, repair, operate and replace the sewer system.

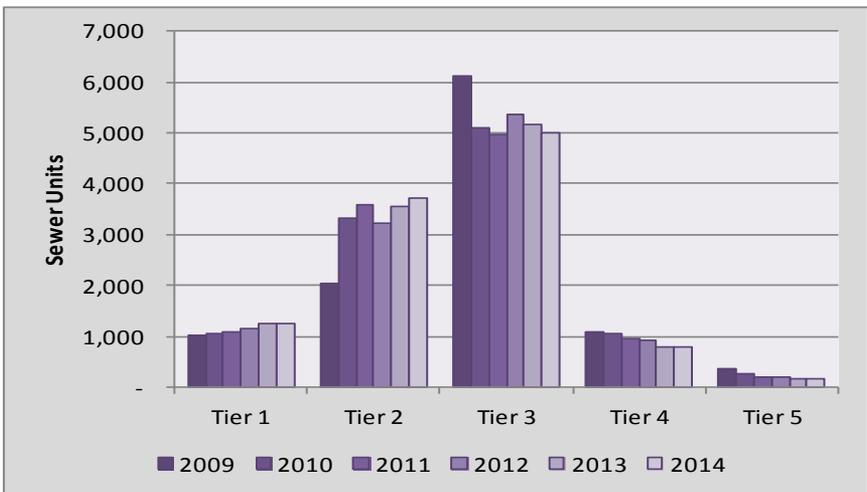
Tiered rates for 2015 are shown in the table at right, and are described at the top of the next page.

Residential Sewer Rates (quarterly)	
Sewer Tiers	Sewer Tiers
Tier 1 (up to 5,000 gal per unit)	\$ 17.00
Tier 2 (5,001-10,000 gal per unit)	\$ 29.26
Tier 3 (10,001-20,000 gal per unit)	\$ 44.87
Tier 4 (20,001-30,000 gal per unit)	\$ 61.03
Tier 5 (more than 30,000 gal per unit)	\$ 79.28

- Tier 1— homes using up to 5 thousand gallons in the winter quarter pay \$17.00 per quarter.
- Tier 2— homes using between 5 and 10 thousand gallons in the winter quarter pay \$29.26 per quarter.
- Tier 3— homes using between 10 and 20 thousand gallons in the winter quarter pay \$44.87 per quarter.
- Tier 4— homes using between 20 and 30 thousand gallons in the winter quarter pay \$61.03 per quarter.
- Tier 5— homes using more than 30 thousand gallons in the winter quarter pay \$79.28 per quarter.

Sewer rates are designed to reward low volume customers with lower fees, and to charge high volume customers more since they contribute more flow to the sewer system. Further, rates are designed to treat single-family homes and multi-family units equally by establishing the multi-family cost on a per unit basis. Sewer only customers are billed at the middle tier since actual use cannot be established.

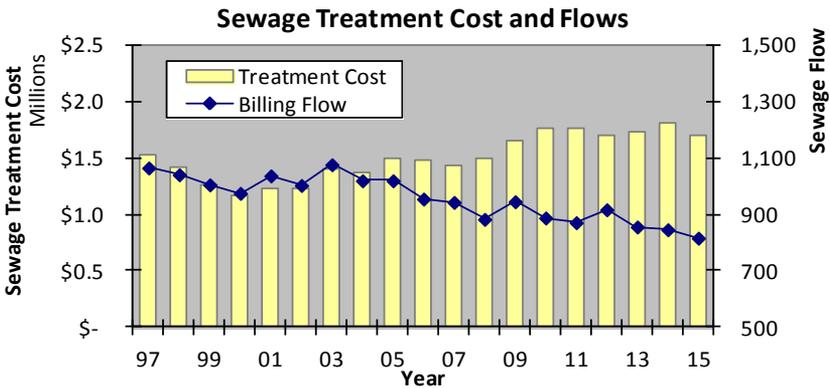
The graph below illustrates the number of residential sewer customers billed in each of the 5 sewer tiers over the last 6 years. As shown, the majority of homes are billed at tier 3, and the fewest number of homes are billed at tier 5. The number of customers in the first 2 tiers is generally rising, while the number of customers in tiers 3 through 5 is declining.



Sewage Treatment

Sewage is collected in City-owned sanitary sewer mains and is routed or pumped into facilities owned and operated by the Metropolitan Council Environmental Services Division (MCES). Sewage flows are monitored and metered by MCES for the purpose of determining the City's sewage treatment costs. These costs are dependent on the amount of flow contributed to the system, and therefore water use impacts the City's sewage treatment costs.

Unfortunately, even when sewage flow declines (as it has since 2003) sewage treatment costs don't necessarily follow because the rate charged by the MCES continues to rise. As shown in the table below, sewage flow has generally declined in recent years, while sewage treatment costs have risen in most years. Shoreview's share of treatment costs will decrease 6.1 percent for 2015.



Sewage flows can also be impacted by groundwater infiltration and storm water inflow, particularly during periods of heavy downpours. Cracks in sewer lines, openings in manholes, and illegal connections of roof drains and/or sump pumps to the sewer system allow water to flow directly into sewer pipes, which in turn drives up sewer flows and sewage treatment costs.

In an effort to reduce sewage flow, the City is actively working to evaluate and reline sewers where ground water infiltration occurs. The City also completed a commercial roof and residential sump pump inspection program to eliminate illegal discharges into the sewer system.

The table at right provides a 10-year summary of the City’s sewage treatment costs. The sewage flow estimate for the 2015 bill is 15% lower than 2006 flows. Conversely, the 2015 rate per million gallons is 35% higher than the rate charged in 2006. The net result is a sewage treatment bill that is \$1,701,020 (16% higher than 2006). If sewage flows had continued to grow, the cost would have been even higher.

Year	Billing Flow (millions)	Rate Per Million Gallons	Annual Cost (millions)
2006	955	\$ 1,543	\$ 1.472
2007	943	\$ 1,527	\$ 1.438
2008	883	\$ 1,697	\$ 1.497
2009	945	\$ 1,754	\$ 1.657
2010	888	\$ 1,981	\$ 1.758
2011	871	\$ 2,026	\$ 1.764
2012	917	\$ 1,854	\$ 1.699
2013	856	\$ 2,029	\$ 1.737
2014	846	\$ 2,142	\$ 1.812
2015	816	\$ 2,084	\$ 1.701

Since 2007 the MCES has considered charging an inflow/infiltration surcharge for the estimated increase in sewage flows generated by ground water infiltration. So far, Shoreview has avoided this cost because of the City’s efforts to reduce inflow and infiltration of ground and storm water into the system.

Sewer System Assets

The historical cost of building the sanitary sewer system is amortized over the life of the system and expensed as annual depreciation (\$348,000 for 2015). In the last 5 years the sewer fund has spent \$2.1 million on sewer system repairs, replacements, improvements to system controls and new sewer lines, and expects to spend \$3.3 million over the next 5 years.

Sewer Budget

Establishing sewer rates and predicting sewer revenue is somewhat easier than predicting water revenue, because winter water consumption is used to determine residential sewer charges. Regardless, the gradual decline in water use also impacts sewer revenue because declining winter water use shifts more customers into lower sewer tiers.

The table below provides a 4-year history of sewer fund activity. In one of the last 4 years the City's sewer fund ended with a net loss (excluding the value of contributed assets). This means that sewer income was not sufficient to offset expense.

Operating Summary	2010 Actual	2011 Actual	2012 Actual	2013 Actual
Revenue				
Special Assessments	\$ 1,092	\$ 1,541	\$ 1,525	\$ 3,196
Intergovernmental	444	10,649	10,516	9,555
Charges for Services	2,365	3,680	1,325	703
Utility Charges	3,250,742	3,543,104	3,565,927	3,773,453
Interest Earnings	19,357	58,518	24,964	(68,517)
Total Revenue	3,274,000	3,617,492	3,604,257	3,718,390
Expense				
Enterprise Operations	2,869,607	2,953,041	2,893,667	3,100,871
Debt Service	57,495	76,061	72,489	73,840
Depreciation	279,711	295,893	317,853	326,338
Total Expense	3,206,813	3,324,995	3,284,009	3,501,049
Other Sources (Uses)				
Transfers Out	(127,037)	(187,000)	(188,000)	(200,567)
Net Change	\$ (59,850)	\$ 105,497	\$ 132,248	\$ 16,774

Rates are designed to change gradually whenever possible, focusing on a long-term strategy. However, as lower consumption becomes a trend, it may become necessary to charge higher rates for the same level of service to offset operating expenses.

The table below shows estimated sewer fund activity for the 2014-2015 biennial budget. Both years are based on the expectation that winter water consumption will continue at current levels, and estimates indicate a slight net profit in each year.

Operating Summary	2014 Estimate	2015 Budget
Revenue		
Special Assessments	\$ -	\$ -
Intergovernmental	9,315	775
Charges for Services	1,000	1,000
Utility Charges	3,901,485	3,945,500
Interest Earnings	24,000	27,000
Total Revenue	3,935,800	3,974,275
Expense		
Enterprise Operations	3,194,611	3,299,094
Miscellaneous	-	-
Debt Service	69,502	52,857
Depreciation	330,000	348,000
Total Expense	3,594,113	3,699,951
Other Sources (Uses)		
Transfers Out	(181,000)	(181,000)
Net Change	\$ 160,687	\$ 93,324

Over the next 5 years, significant sewer system costs include:

- Update SCADA system software
- Repair and replace sewer lines
- Sanitary sewer relining
- Construct a lift station and forcemain on Hwy 96 east of Dale Street
- Rehabilitate 8 lift stations

Surface Water Operations

The City of Shoreview maintains a storm water system that collects and directs storm water runoff and provides protection for surface and ground water quality. The City's surface water system includes:

- 4 storm water lift (pumping) stations
- 201 storm water ponds
- 485 storm inlets/outlets
- 35 miles of storm lines
- 50 structural pollution control devices

The purpose of the surface water management program is to preserve and use natural water storage and retention systems, as much as is practical, to reduce the amount of public capital expenditures necessary to:

- Control excessive volumes and runoff rates
- Improve water quality
- Prevent flooding and erosion from surface water flows
- Promote ground water recharge
- Protect and enhance fish and wildlife habitat and water recreational facilities (lakes, streams, etc.)

The City's surface water management program seeks to prevent flooding and improve ground water quality through the best possible utilization of wetlands and artificial detention areas. Wetland management allows the City to maintain the integrity of its wetlands, improve water quality and reduce City maintenance efforts. Emphasis is placed on both sediment removal and storm water infiltration, as the primary methods of water quality improvement.

Operating the surface water system includes these activities:

- Maintain, inspect, replace and improve storm sewer systems (including storm lines)
- Maintain storm sewer lift stations (pumping stations)
- Maintain and inspect storm water ponds
- Construct new storm water ponds
- Collect debris from City streets through street sweeping
- Provide technical support to water management organizations
- Implement Surface Water Management Plan

Surface Water Rates

Surface water charges are set by type of property, considering the amount of impervious surface typically present (in an attempt to address varying levels of rainfall runoff). The table below shows 2015 surface water rates for all classes of property. Townhomes pay a

slightly higher rate because they have more impervious surface area and therefore generate more rainfall runoff.

Surface Water Rates (quarterly)		
Property Type	Rate	Basis
Residential	\$ 23.39	per unit
Townhomes	\$ 24.77	per unit
Condo, apartment, commercial, industrial, school, church	\$ 195.57	per acre

Surface Water System Assets

The historical cost of building the storm sewer system is amortized over the life of the system and expensed as annual depreciation (\$266,000 for 2015). In the last 5 years the surface water fund has spent \$3.1 million on storm system repairs, replacements, and improvements (including pond development), and expects to spend \$2 million over the next 5 years.

Surface Water Management Budget

The table below provides a 4-year history of surface water fund activity. As shown, the surface water fund has ended 2 of the last 4 years with a net loss (excluding the value of contributed assets). This has been largely due to higher repair and maintenance costs.

Operating Summary	2010 Actual	2011 Actual	2012 Actual	2013 Actual
Revenue				
Special Assessments	\$ 534	\$ 472	\$ 303	\$ 662
Intergovernmental	161	3,863	3,815	3,472
Utility Charges	925,620	1,007,679	1,147,236	1,220,385
Interest Earnings	11,235	20,606	8,476	(36,414)
Total Revenue	937,550	1,032,620	1,159,830	1,188,105
Expense				
Enterprise Operations	656,073	669,298	710,054	621,960
Debt Service	90,408	91,277	84,797	104,508
Depreciation	192,558	214,061	221,177	228,865
Total Expense	939,039	974,636	1,016,028	955,333
Other Sources (Uses)				
Transfers Out	(40,000)	(97,000)	(107,000)	(126,900)
Net Change	\$ (41,489)	\$ (39,016)	\$ 36,802	\$ 105,872

The operating surplus generated in any given year is used to partially support anticipated storm sewer capital costs as mandated by the City's Surface Water Management Plan.

The table below shows estimated surface water fund activity for the 2014-2015 biennial budget. As shown, a net profit is anticipated for both years.

Operating Summary	2014 Estimate	2015 Budget
Revenue		
Special Assessments	\$ -	\$ -
Intergovernmental	3,390	280
Utility Charges	1,352,426	1,456,757
Interest Earnings	8,000	9,000
Total Revenue	1,363,816	1,466,037
Expense		
Enterprise Operations	837,309	853,136
Debt Service	86,004	71,747
Depreciation	248,000	266,000
Total Expense	1,171,313	1,190,883
Other Sources (Uses)		
Transfers Out	(147,000)	(152,000)
Net Change	\$ 45,503	\$ 123,154

Over the next 5 years, significant surface water system costs include:

- Repair and replace storm systems
- Improve and expand the storm system as part of street projects
- Construct 2 pretreatment structures (East shore of Shoreview Lake, and another location to be determined)

Street Lighting Operations

The City of Shoreview operates a street lighting system throughout the community in support of safe vehicle, bicycle and pedestrian traffic. The City’s street light system includes lighting owned by the City or leased from Xcel Energy.

- 717 city-owned street lights
- Leased street lights

Operation and maintenance of the City’s street light system includes:

- Periodic rewiring of existing lights
- Energy costs associated with operation of the lighting system
- Installation of new street lights
- Repair and replacement of existing poles and/or light fixtures

Street Lighting Rates

Street lighting user charges are based upon property type. The table below shows 2015 street lighting rates for all classes of property. Apartments and mobile homes pay a lower fee than homes because there are significantly more homes per acre in those developments. All properties in Shoreview, regardless of locations or types of street light fixtures, pay street light charges. All properties receive benefit from the street light system through illumination of streets, which in turn enhances safety for drivers and pedestrians.

Street Lighting Rates (quarterly)		
Property Type	Rate	Basis
Residential, townhome	\$ 10.24	per unit
Apartment, condo, mobile home	\$ 7.68	per unit
Comm, industrial, school,church	\$ 30.74	per acre

Street Lighting Assets

The historical cost of building the street lighting system is amortized over the life of the system and expensed as annual depreciation (\$66,000 for 2015, not including lights owned by Xcel Energy). Over the last 5 years the City has spent \$612,000 on lighting repairs and replacements, and expects to spend \$1.6 million over the next 5 years due to the age of many of the lights in the system.

Street Lighting Budget

The table below provides a history of street lighting fund activity for the last 4 years. As shown, the fund ended with a net gain in each year. An operating gain is necessary because the fund lacks sufficient cash balances to absorb the annual impact of street lighting replacement costs. These costs create an immediate drain on street light fund cash while impacting depreciation expense over the useful life of the assets (per governmental accounting rules).

Operating Summary	2010 Actual	2011 Actual	2012 Actual	2013 Actual
Revenue				
Special Assessments	\$ 92	\$ 142	\$ 140	\$ 208
Utility Charges	348,220	365,333	456,144	474,664
Interest Earnings	2,221	4,337	3,114	(8,726)
Other Revenues	466	-	-	-
Total Revenue	350,999	369,812	459,398	466,146
Expense				
Enterprise Operations	245,207	281,610	235,752	251,702
Miscellaneous	26	-	-	-
Depreciation	37,911	36,865	40,041	44,484
Total Expense	283,144	318,475	275,793	296,186
Other Sources (Uses)				
Transfers Out	(6,000)	(12,600)	(15,600)	(19,000)
Net Change	\$ 61,855	\$ 38,737	\$ 168,005	\$ 150,960

The table below shows estimated street lighting fund activity for the 2014-2015 biennial budget. The planned operating surplus is intended to partially offset street light replacements of \$225,000 in 2014, and \$220,000 in 2015.

In the next 5 years, energy, street light repair, and street light replacement costs will be the primary driving force when establishing street lighting charges.

Operating Summary	2014 Estimate	2015 Budget
Revenue		
Special Assessments	\$ -	\$ -
Intergovernmental	493,000	513,000
Utility Charges	2,200	2,500
Interest Earnings	500	500
Total Revenue	<u>495,700</u>	<u>516,000</u>
Expense		
Enterprise Operations	264,278	271,742
Miscellaneous	-	-
Depreciation	58,000	66,000
Total Expense	<u>322,278</u>	<u>337,742</u>
Other Sources (Uses)		
Transfers Out	<u>(20,400)</u>	<u>(22,400)</u>
Net Change	<u>\$ 153,022</u>	<u>\$ 155,858</u>

- Energy costs account for 64% of operating expense in 2014 and 2015 (the largest expense for the fund)
- Repair costs are expected to rise in the future as street lights continue to age

What Does This Mean for My Utility Bill?

The impact of the 2015 water and sewer rates on any individual customer depends on the amount of water consumed because rates are based on the philosophy that customers putting greater demands on the system should pay more than customers with lesser demand. The table below provides a breakdown of residential customers in 6

usage levels. As shown, 42% of residential customers fall into the “average” category (using an average of 17,500 gallons of water per quarter, and using about 12,000 gallons per quarter in the winter months).

Use Level	Water Gallons	(winter) Sewer Gallons	Percent of Residential Customers
Very low	5,000	4,000	10%
Low	10,000	10,000	22%
Average	17,500	12,000	42%
Above average	25,000	22,000	19%
High	55,000	26,000	5%
Very high	80,000	34,000	2%

The table at right illustrates the change in utility bills for 2015 in each of the usage levels, assuming that the same amount of water is used in each year.

Use Level	Total Quarterly Utility Bill		Quarterly Change	
	2014	2015	\$	%
Very low	\$ 107.86	\$ 113.43	\$ 5.57	5.2%
Low	\$ 128.82	\$ 135.39	\$ 6.57	5.1%
Average	\$ 162.80	\$ 171.18	\$ 8.38	5.1%
Above avg	\$ 197.31	\$ 207.51	\$ 10.20	5.2%
High	\$ 313.11	\$ 331.46	\$ 18.35	5.9%
Very high	\$ 434.08	\$ 460.21	\$ 26.13	6.0%

The cost estimates shown above include a water connection fee of \$1.59 per quarter, mandated by and paid to the State of Minnesota.

Available Payment Methods

The City of Shoreview provides a variety of payment methods for utility bills, including:

- City hall front desk during office hours (8 a.m. to 4:30 p.m.)
- Drop box near the city hall entrance
- By mail
- Credit card, by calling utility billing
- Direct debit (from your bank account)
- On line via the City’s website (look for “Online Payments”)

Contact Information

Utility billing questions information

- Phone - (651) 490-4630
- Email - utilities@shoreviewmn.gov

Utility maintenance questions

- Phone - (651) 490-4657 (public works admin coordinator)
- Phone - (651) 490-4661 (utilities supervisor)
- Email - dcurlley@shoreviewmn.gov

Water and sewer emergencies

- Mon-Fri, 7:00 a.m.-3:30 p.m. (651) 490-4661
- Evenings, weekends and holidays, call the Ramsey County Sheriff (651) 484-3366. The Sheriff’s office will contact the utility maintenance person on call.

We hope this information has been helpful
in explaining the City’s utility systems.

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





Community Benchmarks

How does Shoreview compare?

August 2014

City of Shoreview, Minnesota
4600 Victoria Street North
Shoreview, MN 55126

Introduction

Comparisons of taxes and spending among cities are a topic of interest as the City moves through the annual budget process. Benchmark comparisons are assembled for metro-area cities closest to Shoreview in size (using population levels), and for peer cities that generally receive high quality-of-life ratings from citizens in their respective community surveys.

The comparisons are useful to illustrate how taxes and spending in other cities compare to Shoreview, as well as to evaluate how Shoreview's ranking changes over time. This document provides a summary of the information in preparation for the annual budget hearing.

Statistical information is derived from two key sources:

1. League of Minnesota Cities (LMC) publishes a report each fall on City property values, tax levies, tax rates and state aid for the current year. The most recent report provides 2014 data.
2. Minnesota Office of State Auditor (OSA) publishes a report in the spring on final City revenue, spending, debt levels and enterprise activity for two years prior. The most recent OSA report provides 2012 data.

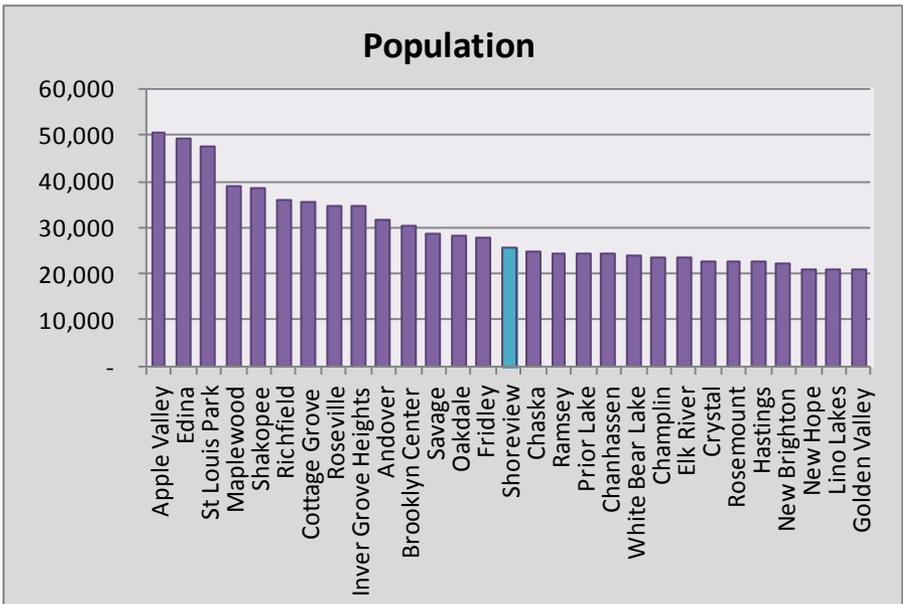
Shoreview uses both the LMC and OSA information to assemble two sets of data:

1. Comparison Cities - to illustrate how Shoreview ranks in relation to metro-area cities with population levels closest to Shoreview by selecting 14 cities larger and 14 cities smaller. These are cities with populations between 20,000 and 51,000.
2. MLC Cities - to illustrate how Shoreview ranks in relation to cities belonging to the Municipal Legislative Commission (MLC).

The 16 peer cities represented by the Municipal Legislative Commission (MLC) provide important comparisons because these cities have achieved high quality-of-life rankings from their residents in their respective community surveys, and they are often recognized as having sound financial management. In fact, most of the 16 cities have AAA bond ratings, as does Shoreview.

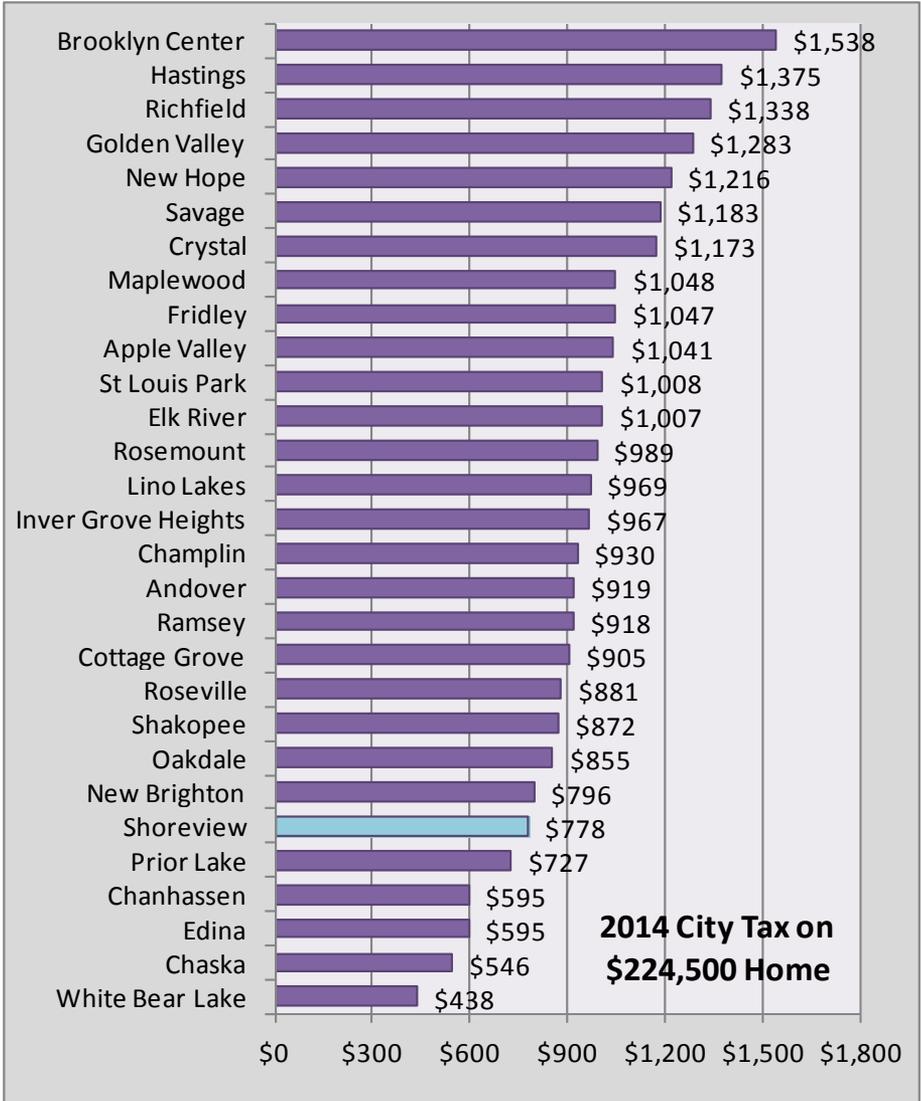
Population

The graph below contains the 2013 population for each of the comparison cities. By design, Shoreview falls exactly in the middle. A similar graph with population levels for MLC cities is presented on page 13.



City-Share of Property Taxes

The 2014 City-share of property taxes for a \$224,500 home (Shoreview's median value) is illustrated in the graph below. Shoreview ranks 6th lowest at \$778, and is about 19% below the average of \$963. It should be noted that for property tax purposes, the home value is reduced from \$224,500 to \$207,500 due to market value exclusion (MVE).



Tax Levy Ranking

Shoreview's tax levy rank has risen one position in the last 10 years in relation to comparison cities. For instance, in the year 2004 Shoreview ranked 19, and has risen 1 position to rank 18 in 2014. Shoreview's tax levy was 25.5% below the average of comparison cities in 2004, compared to 22.5% below the average for 2014.

2004		
Rank	City	Levy
1	Edina	\$18,123,386
2	Woodbury	16,687,586
3	Apple Valley	16,442,303
4	St. Louis Park	16,323,310
5	Lakeville	12,569,081
6	Maplewood	12,193,692
7	Golden Valley	11,354,430
8	Inver Grove Heigh	10,764,786
9	Richfield	10,257,383
10	Cottage Grove	9,777,861
11	Brooklyn Center	9,760,300
12	Roseville	8,885,940
13	Shakopee	8,340,383
14	New Hope	7,829,564
15	Hastings	7,503,737
16	Oakdale	7,426,065
17	Chanhassen	7,313,842
18	Andover	6,781,908
19	Shoreview	6,645,411
20	Fridley	6,483,836
21	West St Paul	6,209,990
22	Crystal	6,189,096
23	Prior Lake	5,817,765
24	New Brighton	5,760,147
25	Champlin	5,703,033
26	South Saint Paul	5,249,794
27	Ramsey	5,122,080
28	White Bear Lake	4,606,670
29	Chaska	2,670,803
Average		\$ 8,923,937
Shvw to Avg		-25.5%

2014		
Rank	City	Levy
1	Edina	\$26,828,758
2	St Louis Park	25,578,545
3	Apple Valley	21,843,173
4	Richfield	18,013,301
5	Maplewood	17,912,641
6	Golden Valley	17,435,924
7	Roseville	17,178,721
8	Shakopee	16,137,178
9	Savage	15,711,006
10	Inver Grove Heigh	15,056,932
11	Brooklyn Center	14,361,164
12	Cottage Grove	12,699,129
13	Hastings	11,610,971
14	Fridley	11,172,148
15	Andover	10,656,849
16	Rosemount	10,621,449
17	Oakdale	10,088,705
18	Shoreview	9,919,152
19	Chanhassen	9,885,256
20	Elk River	9,853,831
21	New Hope	9,718,247
22	Crystal	8,800,325
23	Ramsey	8,564,600
24	Champlin	8,322,281
25	Lino Lakes	8,296,179
26	Prior Lake	8,292,125
27	New Brighton	6,800,344
28	Chaska	5,145,864
29	White Bear Lake	4,755,000
Average		\$ 12,802,062
Shvw to Avg		-22.5%

State Aid

Shoreview receives no local government aid (LGA) to help support the cost of City services. The table below shows the total LGA received by each comparison city, as well as the amount of LGA per capita. The highest city (on a per capita basis) is Crystal at \$72.59 of LGA per capita. A majority of comparison cities receive LGA.

City	Local Govt Aid (LGA)	LGA Per Capita
Crystal	\$ 1,643,830	\$ 72.59
White Bear Lake	\$ 1,532,448	\$ 63.59
Richfield	\$ 1,937,907	\$ 53.77
Brooklyn Center	\$ 1,352,440	\$ 44.45
Fridley	\$ 1,211,026	\$ 43.46
New Hope	\$ 532,819	\$ 25.49
Hastings	\$ 510,137	\$ 22.58
New Brighton	\$ 493,136	\$ 22.29
Chaska	\$ 462,669	\$ 18.65
Maplewood	\$ 530,709	\$ 13.63
Golden Valley	\$ 219,081	\$ 10.59
Champlin	\$ 237,533	\$ 10.11
St Louis Park	\$ 458,830	\$ 9.70
Elk River	\$ 225,894	\$ 9.67
Roseville	\$ 224,940	\$ 6.52
Oakdale	\$ 106,035	\$ 3.77
Ramsey	\$ 91,381	\$ 3.76
Andover	\$ 74,655	\$ 2.36
Cottage Grove	\$ 59,626	\$ 1.68
Apple Valley	\$ -	\$ -
Edina	\$ -	\$ -
Shakopee	\$ -	\$ -
Inver Grove Heights	\$ -	\$ -
Savage	\$ -	\$ -
Shoreview	\$ -	\$ -
Prior Lake	\$ -	\$ -
Chanhassen	\$ -	\$ -
Rosemount	\$ -	\$ -
Lino Lakes	\$ -	\$ -

Tax Rates

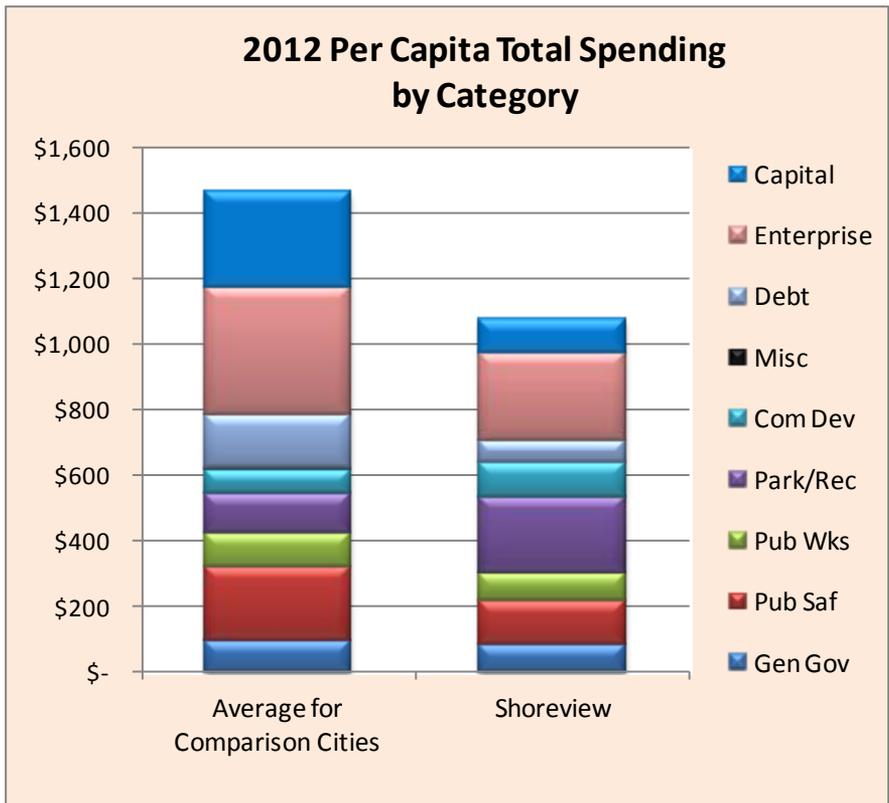
Tax rates provide a useful comparison because they measure both levies and values (the levy is divided by the taxable value to compute the tax rate). Shoreview's tax rate has remained relatively constant in the last 10 years, ranking 5th and 6th lowest in 2004 and 2014 respectively. For 2014, Shoreview is about 18% below the average tax rate of 45.73%.

2004		
Rank	City	Tax Rate
1	Brooklyn Center	52.44%
2	Hastings	50.11%
3	New Hope	49.19%
4	Golden Valley	45.45%
5	Cottage Grove	43.56%
6	West St Paul	41.68%
7	Inver Grove Heigh	40.78%
8	Richfield	40.51%
9	Crystal	40.22%
10	Apple Valley	39.61%
11	South Saint Paul	39.45%
12	St. Louis Park	39.37%
13	Ramsey	37.81%
14	Oakdale	35.83%
15	New Brighton	35.80%
16	Champlin	35.74%
17	Maplewood	35.68%
18	Prior Lake	34.44%
19	Chanhassen	32.88%
20	Shakopee	32.43%
21	Andover	31.35%
22	Woodbury	31.01%
23	Fridley	30.32%
24	Lakeville	30.05%
25	Shoreview	27.07%
26	Edina	25.56%
27	Roseville	23.83%
28	White Bear Lake	23.08%
29	Chaska	19.23%
	Average	36.02%
	Shvw to Avg	-24.8%

2014		
Rank	City	Tax Rate
1	Brooklyn Center	74.13%
2	Hastings	66.25%
3	Richfield	64.46%
4	Golden Valley	61.84%
5	New Hope	58.60%
6	Savage	55.28%
7	Crystal	54.77%
8	Fridley	48.58%
9	St Louis Park	48.57%
10	Elk River	48.54%
11	Maplewood	48.38%
12	Apple Valley	47.89%
13	Rosemount	47.68%
14	Lino Lakes	46.68%
15	Inver Grove Heigh	46.61%
16	Champlin	44.80%
17	Ramsey	44.24%
18	Cottage Grove	43.61%
19	Andover	43.36%
20	Shakopee	41.44%
21	Oakdale	41.20%
22	Roseville	40.12%
23	New Brighton	38.38%
24	Shoreview	37.49%
25	Prior Lake	30.69%
26	Edina	27.92%
27	Chanhassen	27.23%
28	Chaska	26.33%
29	White Bear Lake	21.10%
	Average	45.73%
	Shvw to Avg	-18.0%

Total Spending Per Capita

Data obtained from the OSA each year helps Shoreview compare total spending per capita. The graph below contrasts the average spending per capita in 2012 for comparison cities along side the per capita spending in Shoreview. Shoreview's total 2012 spending is about \$1,075 per capita, which is about 26% below the average of \$1,463.



Spending Per Capita by Activity

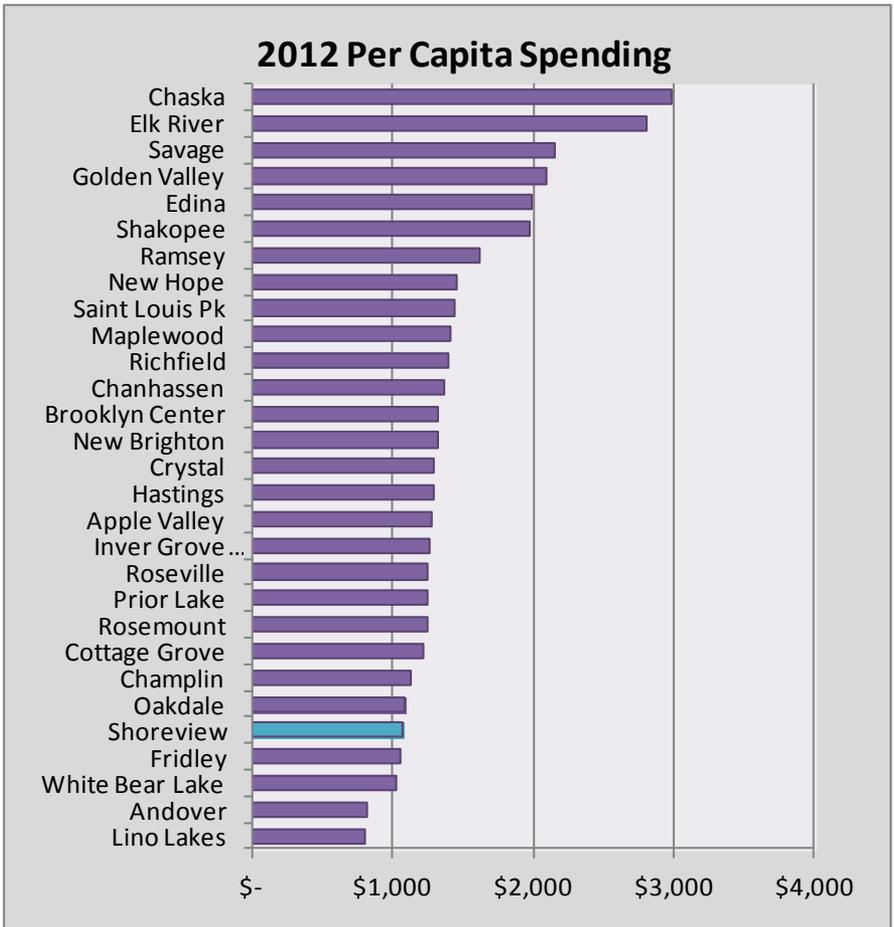
When reviewing spending in more detail, Shoreview is below average in all activities except parks, community development and traditional utility operations (water, sewer, storm and street lighting).

- Parks and recreation spending is higher in Shoreview due to the Community Center and Recreation Program operations (largely supported by user fees and memberships).
- Utility spending is higher due to differences in how cities account for storm sewer and street light operations. For instance, some cities support these operations with property tax revenue.
- Community development is higher due to one time developer assistance payments.
- Public safety spending in Shoreview is third lowest for all comparison cities, at \$133.13 per capita, due to the efficiencies gained by contracting for both police and fire protection.
- Debt payments are 57% below average in Shoreview due to lower overall debt balances.

2012 Per Capita Spending	Average	Shoreview	Shoreview to Average	
			Dollars	Percent
General government	\$ 94.62	\$ 83.60	\$ (11.02)	-11.6%
Public safety	225.68	133.13	(92.55)	-41.0%
Public works	103.87	82.01	(21.86)	-21.0%
Parks	117.24	234.01	116.77	99.6%
Commun devel/EDA/HRA/Housing	76.14	107.48	31.34	41.2%
All other governmental	5.50	-	(5.50)	-100.0%
Water/sewer/storm/st lights	242.89	266.70	23.81	9.8%
Electric	119.12	-	(119.12)	-100.0%
All other enterprise operations	26.17	-	(26.17)	-100.0%
Debt payments	160.61	68.54	(92.07)	-57.3%
Capital outlay	290.80	99.74	(191.06)	-65.7%
Total All Funds	\$ 1,462.64	\$ 1,075.21	\$ (387.43)	-26.5%

The graph below shows total 2012 spending per capita (spending divided by population) for all comparison cities. Spending levels range from a high of \$2,987 in Chaska to a low of \$805 in Lino Lakes.

Shoreview ranks 5th lowest at \$1,075 per capita, and is 26% below the average of \$1,463.



Revenue Per Capita by Source

Shoreview is below average for every revenue classification in 2012 except charges for service, traditional utility revenue, and tax increment. Recreation program fees and community center admissions and memberships cause Shoreview to collect charges for service revenue well above average. Shoreview is 2nd lowest for special assessments.

2012 Per Capita Revenue	Average	Shoreview	Shoreview to Average	
			Dollars	Percent
Property tax	\$ 424.28	\$ 354.37	\$ (69.91)	-16.5%
Tax increment (TIF)	68.87	77.87	9.00	13.1%
Franchise tax	19.06	11.86	(7.20)	-37.8%
Other tax	1.94	0.62	(1.32)	-68.1%
Special assessments	52.48	7.12	(45.36)	-86.4%
Licenses & permits	32.17	21.27	(10.90)	-33.9%
Federal (all combined)	12.12	0.05	(12.07)	-99.6%
State (all combined)	74.72	40.53	(34.19)	-45.8%
Local (all combined)	17.61	6.95	(10.66)	-60.5%
Charges for service	135.51	223.75	88.24	65.1%
Fines & forfeits	8.87	2.63	(6.24)	-70.4%
Interest	12.73	8.52	(4.21)	-33.1%
All other governmental	32.76	4.78	(27.98)	-85.4%
Water/sewer/storm/street lighting	256.11	320.98	64.87	25.3%
Electric enterprise	131.97	-	(131.97)	-100.0%
All other enterprise	32.50	-	(32.50)	-100.0%
Total Revenue per capita	\$ 1,313.69	\$ 1,081.30	\$ (232.39)	-17.7%

The combined results for property tax and special assessments is striking because Shoreview's long-term strategy for the replacement of streets shifts a greater burden for replacement costs to property taxes and utility fees, and away from special assessments. Shoreview's Comprehensive Infrastructure Replacement Policy states that "the City, as a whole, is primarily responsible for the payment of replacement and rehabilitation costs".

Shoreview's policy further states "the maximum cost to be assessed for any reconstruction and/or rehabilitation improvements is limited to the cost of added improvements", meaning property owners pay for an improvement only once via assessments. This practice is uncommon among comparison cities.

In order to achieve this result, Shoreview estimates replacement costs for a minimum of 40 years and identifies the resources (tax levies and user fees) necessary to support capital replacement costs well in advance. To comply with the policy requirements, Shoreview prepares an annual Comprehensive Infrastructure Replacement Plan (CHIRP).

This practice would seem to suggest that property taxes would be significantly higher in Shoreview to generate the resources needed to fund capital replacements, yet the tables and graphs provided on previous pages in this document illustrate that Shoreview remains not only competitive but ranks consistently lower than comparison cities.

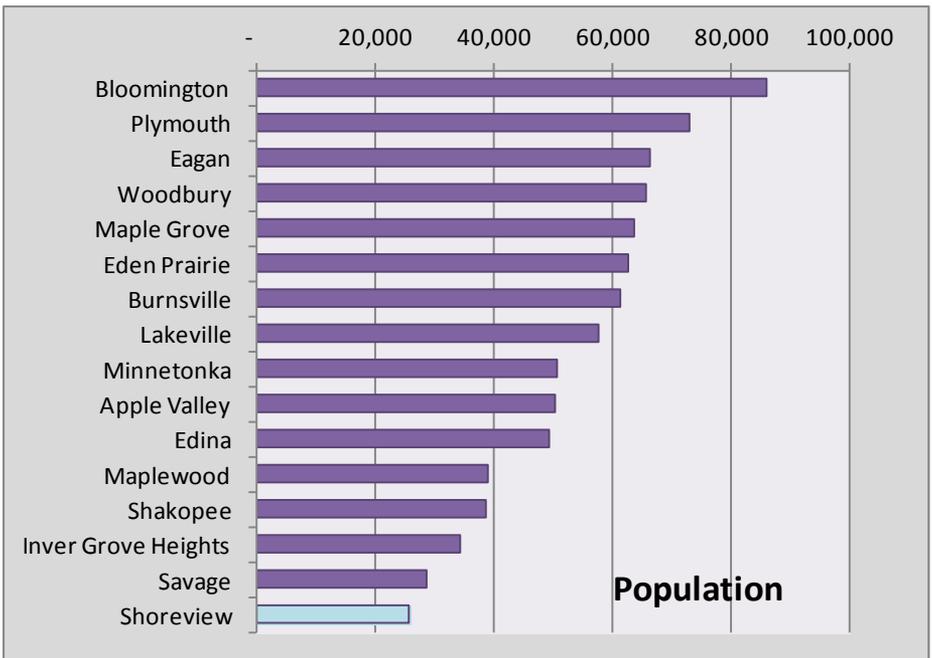
- Shoreview's 2012 spending per capita ranks 5th lowest
- Shoreview's assessment collections per capita are 2nd lowest among comparison cities
- Shoreview's share of the 2014 property tax bill, on a home valued at \$224,500, is 6th lowest
- Shoreview receives no state aid (LGA) to help pay for city services and reduce the property tax burden
- Shoreview's tax rate has remained stable and low in relation to comparison cities, ranking 6th and 5th lowest among comparison cities in 2014 and 2004 respectively.

In short, Shoreview's long-term capital replacement planning has allowed the city to keep pace with replacement needs, and strongly limit the use of assessments while keeping property taxes lower than most comparison cities.

Comparison to MLC Cities

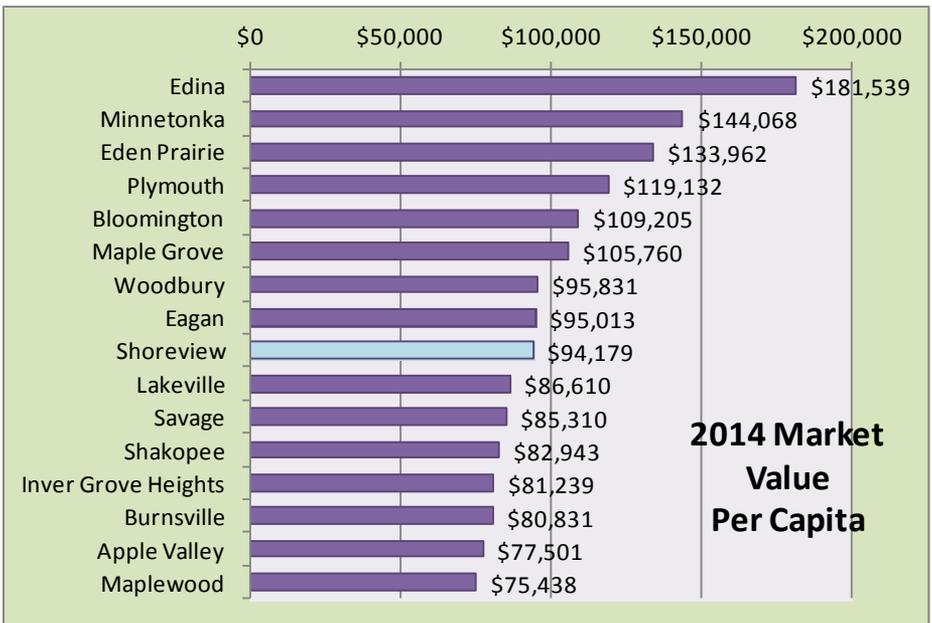
Comparisons for the 16 cities belonging to the Municipal Legislative Commission (MLC) provide an important comparison because these peer cities generally achieve high quality-of-life rankings from their residents in their respective community surveys, and are often recognized as having sound financial management (and most have AAA bond ratings, like Shoreview).

Shoreview has the smallest population in the group, and is roughly half of the average for the group.



Market Value comparisons are most useful when viewed on a per capita basis, because the geographic size and total market value of each community can vary greatly. For instance, Bloomington has the highest total market value at \$9.38 billion followed by Edina with total market value of \$8.93 billion. Once the value is divided by population, Edina ranks highest at \$181,539 of value per resident, while Bloomington ranks 5th at \$109,205.

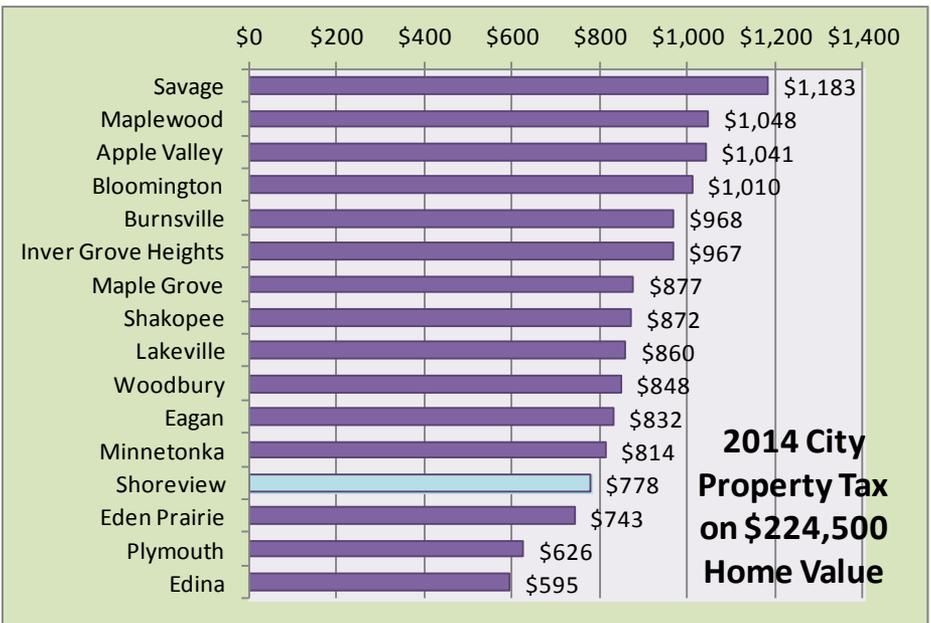
The graph below presents market value per capita for each MLC city. Shoreview is near the middle of the group at \$94,179 (about 8.6% below the average of \$103,035).



Property Tax by Component Unit comparisons are perhaps the most revealing because taxes are compared for each type of component unit (i.e. city, county, school district and special districts).

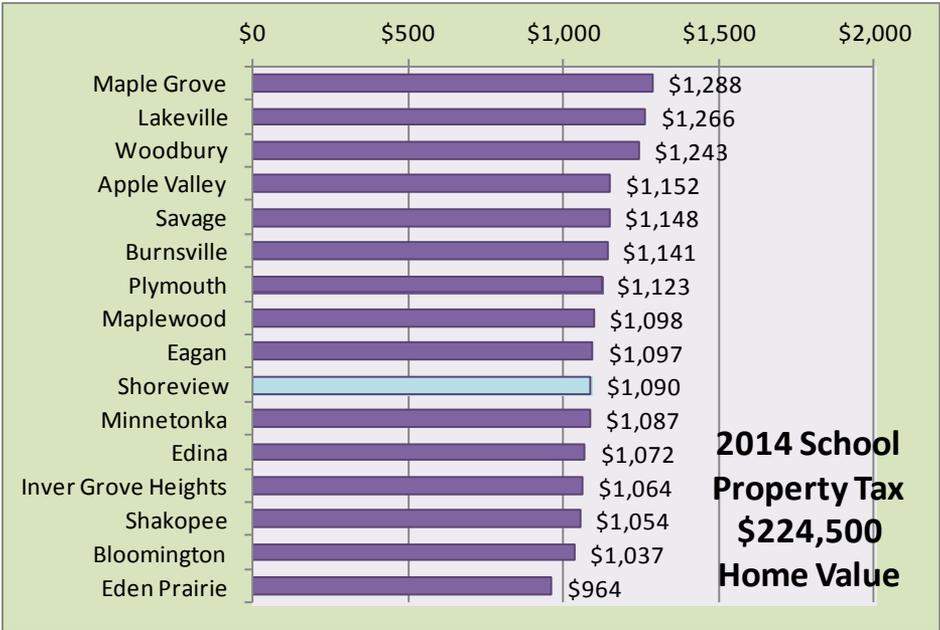
The next 5 graphs compare property taxes by the type of taxing jurisdiction, starting with the city share of the tax bill.

City taxes are presented below for a home valued at \$224,500 (Shoreview’s median value). Shoreview ranks 4th lowest at \$778, compared to a high of \$1,183 in Savage, and a low of \$595 in Edina. The average City tax for MLC cities is \$879.



School District property taxes are presented in the table below. It should be noted that the estimate for Shoreview assumes that the property is located in the Mounds View school district. Since MLC cities are located throughout the metro area, this illustration provides a comparison for a variety of school districts.

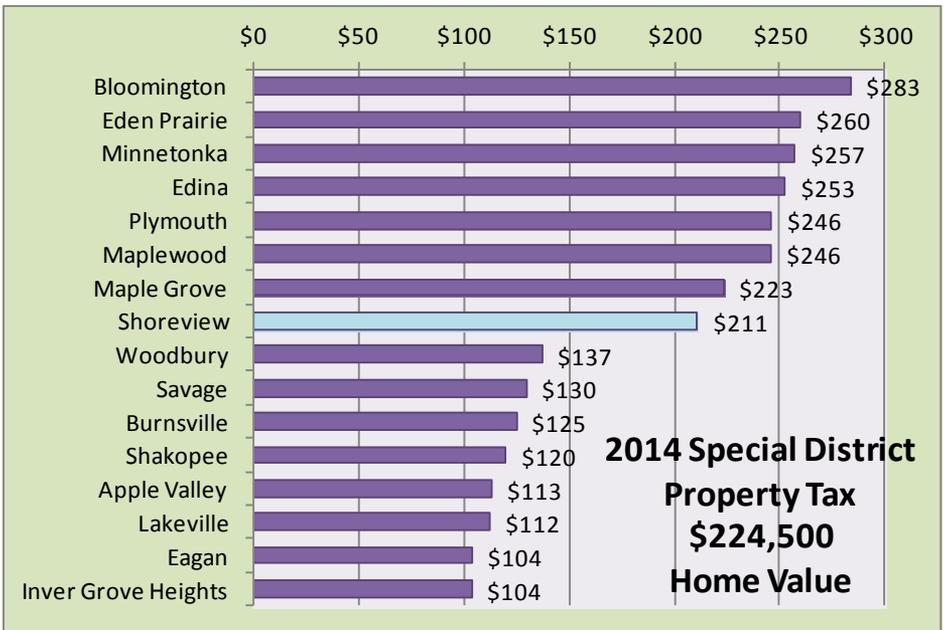
Property taxes in the Mounds View school district rank about 2.7% below the MLC city average.



Special Districts also vary throughout the metro area, depending on the watershed districts and local housing districts in each City. In Shoreview, special districts include the Regional Rail Authority, Metropolitan Council, Mosquito Control, Rice Creek Watershed and the Shoreview HRA. The special district tax bill in Shoreview breaks down as follows:

Regional Rail	\$ 87
Metropolitan Council	57
Mosquito Control	11
Rice Creek Watershed	49
Shoreview HRA	<u>7</u>
Total Special District Tax	\$211

The graph below presents an estimate for combined special district property taxes in each City. In Shoreview, the combined tax for these districts ranks 15% above the average of \$183.

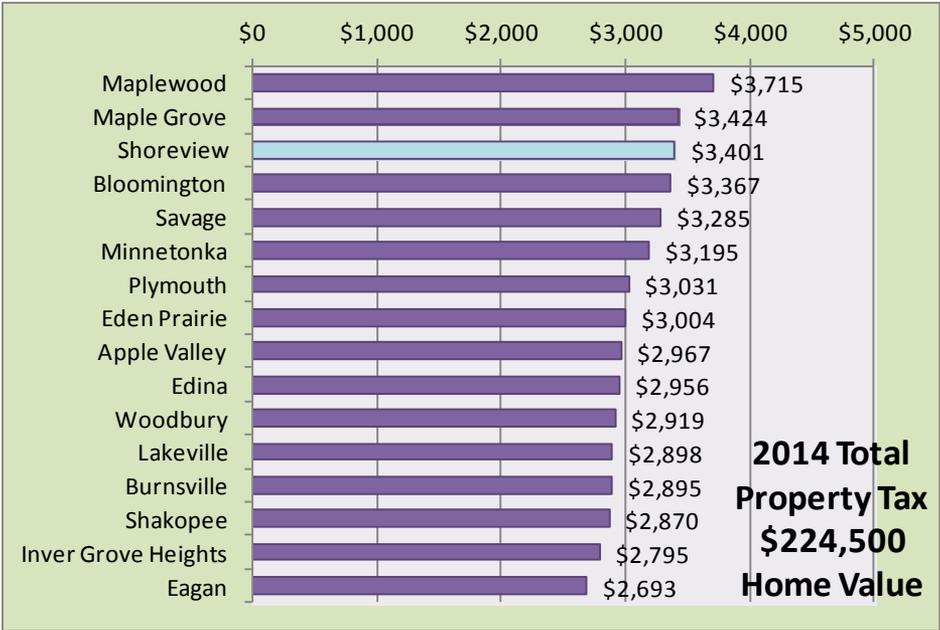


County property taxes vary the greatest among MLC cities.

- Ramsey County taxes are \$1,322, the highest for MLC cities. Cities in Ramsey County include Maplewood and Shoreview.
- Hennepin County cities are \$1,037, second highest for MLC cities (including the cities of Bloomington, Eden Prairie, Edina, Maple Grove, Minnetonka and Plymouth).
- Scott County taxes are \$824 (including the cities of Savage and Shakopee).
- Washington County taxes are \$691 (Woodbury).
- Dakota County is lowest at \$660 (including the cities of Apple Valley, Burnsville, Eagan, Inver Grove Heights and Lakeville).



Total taxes in Shoreview (for all taxing jurisdictions combined) rank 3rd highest among MLC cities (see graph below).



To further put the difference into perspective, the table below provides a side-by-side comparison of the total tax bill in Shoreview compared to the total tax bill in Eagan (the lowest MLC city). For the same value home, county property taxes are \$708 higher in Shoreview, school district taxes are \$7 lower, special district taxes are \$107 higher and City taxes are \$54 lower.

Jurisdiction	Shoreview	Eagan	Difference
County	\$ 1,322	\$ 660	\$ 662
School District	1,090	1,097	(7)
City	778	832	(54)
Special Districts	211	104	107
Total	\$ 3,401	\$ 2,693	\$ 708

Summary

Additional information on the City's budget, tax levy and utility rates will be made available in late November on the City's website and at city hall through two other informational booklets:

- Budget Summary
- Utility Operations

The budget hearing on the City's 2015 Budget is scheduled for December 1, 2014 at 7:00 p.m., in conjunction with the first regular Council meeting in December.

Adoption of the final tax levy, budget, capital improvement program and utility rates is scheduled for December 15, 2014 (the second regular Council meeting in December).

This document was prepared by the City's finance department.



PROPOSED MOTION

MOVED BY COUNCILMEMBER _____

SECONDED BY COUNCILMEMBER _____

To approve the proposal by AVI, Systems Inc. for a Tightrope HD Playback system and installation in the amount of \$39,270.00

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

Regular Council Meeting
December 1, 2014

TO: MAYOR AND COUNCILMEMBERS

FROM: REBECCA OLSON
ASSISTANT TO THE CITY MANAGER

DATE: DECEMBER 1, 2014

SUBJECT: TIGHTROPE PLAYBACK SYSTEM

INTRODUCTION

The City has sent a letter of intent to withdraw from the North Suburban Communications Commission (NSCC) effective December 31, 2014. Although the City has reserved its right to rescind this withdrawal prior to the end of the year, staff has been planning for City related needs for cable and video services. As part of this planning, the City has contacted multiple Audio/Visual (A/V) vendors seeking proposals for a cable playback system that is required in order to be able to rebroadcast City Council meetings, Planning Commission meetings and other events on our cable channel.

BACKGROUND

Staff reached out to four (4) Audio/Visual companies that specialize in the design and installation of cable broadcast systems. Staff met with representatives of three of the companies to discuss the City's needs and request a proposal. Two of the companies have submitted proposals. Of those proposals, only one of them included the specific equipment necessary for the playback system. The other proposal was structured in such a way that the company would serve as a consultant for the project, but would not act as the contractor; therefore the city would still need to contract with a specific vendor to purchase the equipment. The broadcast system that is most commonly used is provided by Tightrope Media Systems and must be purchased through an authorized vendor.

Staff has also been working with a representative from Comcast in order to ensure that the equipment and technology the City is purchasing will integrate well with the cable company's system.

The proposal from AVI, Systems Inc. includes the Tightrope Media Systems (TRMS) Cablecast system and installation for two channels of cable recording and playback along with a router and other required equipment in the amount of \$39,270.00. It also includes a 1-year system support agreement that allows for unlimited operator training, repair or replacement of faulty equipment, and software updates. AVI would also remove the existing unused equipment and provide new cabling and updated drawings, along with onsite integration. As part of this, TRMS will also provide 6 hours of telephone installation assistance and web based customer training.

This project would be funded through the City's cable fund and there are sufficient funds to cover this expense. The City is still in the process of negotiating a new cable franchise. The new franchise will provide funds for these capital equipment purchases either through a capital grant and/or ongoing PEG fees.

RECOMMENDATION

Staff has reviewed the proposals and recommends approval of the AVI Systems, Inc. proposal in the amount of \$39,270.00 for the Tightrope Media Systems Cablecast system and installation.

Attached:

AVI Systems, Inc. proposal



Tightrope Cablecast Playback System

Proposal Number: 05-065-001900
Date: Friday, November 21, 2014
Prepared For: City of Shoreview
Attention: Rebecca Olson
4580 North Victoria Street
Shoreview, MN 55126-
Phone: (651) 490-4613
Fax: (651) 490-4699
Email: rolson@shoreviewmn.gov

Prepared By: AVI Systems, Inc ("AVI")
By: Patrick Hart
9675 West 76th Street, Suite 200
Eden Prairie, MN 55344
Phone: (952) 949-3700
Fax: (952) 949-6000
Email: patrick.hart@avisystems.com

The prices quoted in this Proposal reflect a discount for a cash payment (i.e., check, wire transfer).
The prices are valid for 30 Days and may be locked in by signing AVI's Retail Sales Agreement.

CONFIDENTIAL INFORMATION

THE INDIVIDUAL LISTED IN THE "ATTENTION" LINE HAS REQUESTED THIS CONFIDENTIAL PRICE QUOTATION ON BEHALF OF THE CUSTOMER IDENTIFIED ABOVE. THIS INFORMATION AND DOCUMENT IS CONFIDENTIAL AND IS INTENDED SOLELY FOR THE PRIVATE USE OF THE CUSTOMER IDENTIFIED ABOVE. CUSTOMER AGREES IT WILL NOT DESSEMINATE COPIES OF THIS QUOTE TO ANY THIRD PARTY WITHOUT THE PRIOR WRITTEN CONSENT OF AVI. IF YOU ARE NOT THE INTENDED RECEIPT OF THIS QUOTE (I.E., THE "CUSTOMER" ABOVE), YOU ARE NOT PROPERLY IN POSSESSION OF THIS DOCUMENT AND YOU SHOULD IMMEDIATELY DESTROY ALL COPIES OF IT. THANK YOU.

Scope of Work

AVI Systems will update the Tightrope Media Systems Cablecast system at Shoreview City Hall. We will install the SX2HD to provide (2) channels of cable recording and playback. We have included changing out the Audio and Video routing switcher with a new HD SDI and analog audio routing switcher. We have included the conversion products to allow the City of Shoreview to feed HDSDI into the router from the production switcher, 2-channels of Cablecast HD, DVD player, and (2) Carousel CG250s. The outputs from the Matrix switcher will feed through to SDI modulators, 2-channel inputs on SL2HD and analog auxiliary output. We will remove the existing unused equipment and provide new cabling and updated drawings. TRMS will provide (6) hrs. telephone installation assistance and web based customer training.

This quote is based upon installing during normal business hours M-F, 7:00am-4:00pm. It is assumed that Owner Furnished Equipment is in good working condition.

The customer will be responsible for technical power and network connections.

Products and Services Detail**HD Playback System**

<u>Line #</u>	<u>Model #</u>	<u>Type</u>	<u>Mfg</u>	<u>Description</u>	<u>Qty</u>	<u>Discounted</u>	<u>Extended</u>	
1	CBL-SX2HD-530	Equ	TIGHTROPE	Two SD/HD channel decodes, one channel SD/HD encode, multi-format video server with 16 TB useable storage in a 3 rack unit chassis. Selectable SD or HD SDI with embedded audio. Up-converts 480i to 1080i and Downconverts 1080i to 480i. Includes C	1	\$25,295.00	\$25,295.00	
2	CBL-CG330-SDI	Equ	TIGHTROPE	Carousel bulletin board configured for broadcast in a 1RU chassis. SDI and Composite outputs, genlock input, hardware accelerated graphics. All Carousel features as well as interface with the Cablecast schedule for display of Airs Again On,	1	\$3,450.00	\$3,450.00	
3	CBL-CG330-DVI	Equ	TIGHTROPE	Carousel bulletin board configured for broadcast in a 1RU chassis. All Carousel features as well as interface with the Cablecast schedule for display of Airs Again On, Coming up Next and Cablecast schedule bulletins updated dynamically th	1	-	-	
4	KUMO 1616	Equ	AJA	KUMO 16x16 Compact SDI Router, with 1 power supply	1	\$1,875.00	\$1,875.00	
5	V2Analog	Equ	AJA	HD/SD Digital video to analog, Mini-Converter (feed 3 analog modulators and DVDR)	1	\$324.00	\$324.00	
6	HD10AVA	Equ	AJA	A/D, Composite/Component YPbPr to HD/SD SDI, 4-ch. analog XLR audio to embedded. (DVD Player & Aux Video In)	1	\$652.00	\$652.00	
7	GEN10	Equ	AJA	HD/SD Sync Generator, simultaneous Blackburst and Tri-level, outputs assignable	1	\$324.00	\$324.00	
8	DRM Frame	Equ	AJA	Mini-Converter Rack Frame - Now RoHS compliant	1	\$554.00	\$554.00	
9	ICUSB422IS	Equ	TECNEC	1 Port Metal Industrial USB to RS422/RS485 Serial Adapter	1	\$119.00	\$119.00	
10	AVIONSITE	Int	AVI TECH SERV	Onsite Integration	1	\$4,057.00	\$4,057.00	
HD Playback System Subtotal								\$36,650.00

Pro Support Agreement

<u>Line #</u>	<u>Model #</u>	<u>Type</u>	<u>Mfg</u>	<u>Description</u>	<u>Qty</u>	<u>Discounted</u>	<u>Extended</u>	
11	AVISSA1YR	Pro	AVI PRO SUPPORT	1 Year System Support Agreement. Includes: - 2 On-site recertifications- Unlimited operator training- Priority support by phone or on-site- Repair or replacement of faulty equipment- Materials and repair parts- Software updates- Loaner equipment- Recycling disposal of equipment- Shipping to/from manufacturer- Asset tracking of system	1	\$2,495.00	\$2,495.00	
Pro Support Agreement Subtotal								\$2,495.00
Products and Services Total								\$39,145.00
Freight								\$125.00
Grand Total								\$39,270.00

- Unless listed above all applicable taxes, delivery charges, and insurance costs are additional.
- Standard payment terms are Net 30 days, with progressive billing for labor and materials, monthly billing for hardware, and pre-payment for support agreements.